

# HLT31115 Certificate III in Non-Emergency Patient Transport

## 2021 Schedule Planner

The Certificate III in Non-Emergency Patient Transport is delivered in collaboration with Best Practice Health Education.

**Class times:** Cert III NEPT has a blended delivery with a combination of online tutorials, activities and self-paced learning, and some on-campus practical face-face classes.

Any online tutorials or face to face practical classes are scheduled during the dates listed in the Course Schedule below.

Commencing the week of 8 February, online tutorials or face to face practical classes are held on Mondays, Tuesdays and Thursdays for 10 weeks.

### Venues:

#### **Swinburne - Wantirna Campus**

369 Stud Road, Wantirna

#### **Best Practice Health Training - Vermont**

21/634-644 Mitcham Road, Vermont

Please note: Car parking is on the opposite side of the road in the side street (Orion Street). Please read all street signs.

### **Other Information:**

Wear casual comfortable clothing as you will be required to perform various manual handling tasks during these sessions.

You will also be provided with an overview of the non-emergency patient transport industry along with specific employment requirements to assist you in gaining employment at the completion of the course.

Access to a working computer with an internet connection, microphone and camera is essential.

## Course dates

### Wantirna Campus Unit Delivery

Unit Code	Unit Title	Feb Intake Wantirna Monday, Tuesday, Thursday	April Intake Wantirna Monday, Tuesday, Thursday
	<b>Online Orientation Session</b>	<b>28<sup>th</sup> January 12.30pm Online Canvas(Link sent by Swinburne)</b>	<b>TBA</b>
HLTINF001	Comply with infection prevention and control policies and procedures	8 <sup>th</sup> Feb AM/PM 9 <sup>th</sup> Feb (On campus) AM/PM	19 <sup>th</sup> Apr AM/PM 22 <sup>nd</sup> Apr (On campus) AM/PM
HLTWHS002	Follow safe work practices for direct client care	8 <sup>th</sup> Feb AM/PM 9 <sup>th</sup> Feb (On campus) AM/PM	19 <sup>th</sup> Apr AM/PM 22 <sup>nd</sup> Apr (On campus) AM/PM
HLTAAP001	Recognise healthy body systems	11 <sup>th</sup> , 18 <sup>th</sup> , 25 <sup>th</sup> Feb AM/PM & 4 <sup>th</sup> , 11 <sup>th</sup> , 18 <sup>th</sup> Mar AM/PM	20 <sup>th</sup> , 29 <sup>th</sup> Apr AM/PM & 6 <sup>th</sup> , 13 <sup>th</sup> , 20 <sup>th</sup> , 27 <sup>th</sup> May AM/PM
CHCCOM005	Communicate and work in health or community services	15 <sup>th</sup> , 16 <sup>th</sup> , 22 <sup>nd</sup> , 23 <sup>rd</sup> Feb AM/PM & 1 <sup>st</sup> , 2 <sup>nd</sup> Mar AM/PM	26 <sup>th</sup> , 27 <sup>th</sup> , Apr AM/PM & 3 <sup>rd</sup> , 4 <sup>th</sup> , 10 <sup>th</sup> , 11 <sup>th</sup> May PM
CHCDIV001	Work with diverse people	15 <sup>th</sup> , 16 <sup>th</sup> , 22 <sup>nd</sup> , 23 <sup>rd</sup> Feb AM/PM & 1 <sup>st</sup> , 2 <sup>nd</sup> Mar AM/PM	26 <sup>th</sup> , 27 <sup>th</sup> , Apr AM/PM & 3 <sup>rd</sup> , 4 <sup>th</sup> , 10 <sup>th</sup> , 11 <sup>th</sup> May PM
BSBMED301	Interpret and apply medical terminology	9 <sup>th</sup> , 15 <sup>th</sup> , 16 <sup>th</sup> Mar AM/PM	17 <sup>th</sup> , 18 <sup>th</sup> , 24 <sup>th</sup> , 25 <sup>th</sup> May AM/PM
HLTWHS006	Manage personal stressors in the work environment	22 <sup>nd</sup> , 23 <sup>rd</sup> Mar AM/PM	31 <sup>st</sup> May & 1 <sup>st</sup> Jun AM/PM

### Best Practice Unit Delivery

Unit Code	Unit Title	July Intake Vermont *	October Intake Vermont
HLTAID003	Provide First Aid	25 <sup>th</sup> , 29 <sup>th</sup> , 30 <sup>th</sup> , Mar & 1 <sup>st</sup> Apr AM/PM	7 <sup>th</sup> , 8 <sup>th</sup> , 10 <sup>th</sup> , 14 <sup>th</sup> Jun AM/PM
HLTAID006	Provide Advanced First Aid	25 <sup>th</sup> , 29 <sup>th</sup> , 30 <sup>th</sup> , Mar & 1 <sup>st</sup> Apr AM/PM	7 <sup>th</sup> , 8 <sup>th</sup> , 10 <sup>th</sup> , 14 <sup>th</sup> Jun AM/PM
HLTAID007	Provide Advanced Resuscitation	25 <sup>th</sup> , 29 <sup>th</sup> , 30 <sup>th</sup> , Mar & 1 <sup>st</sup> Apr AM/PM	7 <sup>th</sup> , 8 <sup>th</sup> , 10 <sup>th</sup> , 14 <sup>th</sup> Jun AM/PM
HLTAMB001	Follow procedures for safe removal of patients	6 <sup>th</sup> , 8 <sup>th</sup> , 12 <sup>th</sup> , 13 <sup>th</sup> & 15 <sup>th</sup> Apr AM/PM	15 <sup>th</sup> , 17 <sup>th</sup> , 21 <sup>st</sup> , 22 <sup>nd</sup> , 24 <sup>th</sup> Jun AM/PM
HLTAMB011	Manage a routine non-emergency scene	6 <sup>th</sup> , 8 <sup>th</sup> , 12 <sup>th</sup> , 13 <sup>th</sup> & 15 <sup>th</sup> Apr AM/PM	15 <sup>th</sup> , 17 <sup>th</sup> , 21 <sup>st</sup> , 22 <sup>nd</sup> , 24 <sup>th</sup> Jun AM/PM
HLTAMB014	Transport non- emergency patient under operational conditions	6 <sup>th</sup> , 8 <sup>th</sup> , 12 <sup>th</sup> , 13 <sup>th</sup> & 15 <sup>th</sup> Apr AM/PM	15 <sup>th</sup> , 17 <sup>th</sup> , 21 <sup>st</sup> , 22 <sup>nd</sup> , 24 <sup>th</sup> Jun AM/PM

**\*Please note that while some of the Course will be delivered online (tutorial times TBA), availability three days per week is still required to work through all course content and assessment. Tutorials and prac classes will be scheduled during the days listed above.**