

# HLT31120 Certificate III in Non-Emergency Patient Transport

## 2022 Schedule Planner

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

**Class times:** All classes for NEPT are planned for On-Campus attendance either at Best Practice and Swinburne. However, due to the rapidly changing COVID situation, a final decision will be made closer to the commencement as to whether this can proceed, or if a blended delivery will be implemented with a combination of online tutorials, activities and self-paced learning and some on-campus practical face-face classes.

Commencing the week of 31 January & 25 April, classes are held on Tuesdays, Wednesdays 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	February Intake Wantirna Monday, Tuesday, Thursday	April Intake Wantirna Monday, Tuesday, Thursday
	<b>Online Orientation Session</b>	<b>TBA</b>	<b>TBA</b>
HLTINF001	Comply with infection prevention and control policies and procedures	1 <sup>st</sup> & 22 <sup>nd</sup> Feb AM/PM (On campus)	26 <sup>th</sup> Apr & 17 <sup>th</sup> May AM/PM (On campus)
HLTWHS002	Follow safe work practices for direct client care	1 <sup>st</sup> & 22 <sup>nd</sup> Feb AM/PM (On campus)	26 <sup>th</sup> Apr & 17 <sup>th</sup> May AM/PM (On campus)
CHCDIV001	Work with diverse people	8 <sup>th</sup> , 15 <sup>th</sup> Feb & 1 <sup>st</sup> , 8 <sup>th</sup> , 15 <sup>th</sup> Mar AM/PM (On campus)	3 <sup>rd</sup> , 10 <sup>th</sup> , 24 <sup>th</sup> , 31 <sup>st</sup> May & 7 <sup>th</sup> Jun AM/PM (On campus)
HLTAAP001	Recognise healthy body systems	2 <sup>nd</sup> , 9 <sup>th</sup> , 16 <sup>th</sup> , 23 <sup>rd</sup> , Feb & 2 <sup>nd</sup> , 9 <sup>th</sup> , 16 <sup>th</sup> , 23 <sup>rd</sup> , 30 <sup>th</sup> Mar & 6 <sup>th</sup> Apr AM plus 5 <sup>th</sup> Apr AM/PM (On-Campus)	27 <sup>th</sup> Apr, 4 <sup>th</sup> , 11 <sup>th</sup> , 18 <sup>th</sup> , 25 <sup>th</sup> May, & 1 <sup>st</sup> Jun AM plus 8 <sup>th</sup> , 15 <sup>th</sup> & 22 <sup>nd</sup> June AM/PM (On-Campus)
BSBMED301	Interpret and apply medical terminology	2 <sup>nd</sup> , 9 <sup>th</sup> , 16 <sup>th</sup> , 23 <sup>rd</sup> , Feb & 2 <sup>nd</sup> , 9 <sup>th</sup> , 16 <sup>th</sup> , 23 <sup>rd</sup> , 30 <sup>th</sup> Mar & 6 <sup>th</sup> Apr AM plus 5 <sup>th</sup> Apr AM/PM (On-Campus)	27 <sup>th</sup> Apr, 4 <sup>th</sup> , 11 <sup>th</sup> , 18 <sup>th</sup> , 25 <sup>th</sup> May, & 1 <sup>st</sup> Jun AM plus 8 <sup>th</sup> , 15 <sup>th</sup> & 22 <sup>nd</sup> June AM/PM (On-Campus)
HLTWHS006	Manage personal stressors in the work environment	22 <sup>nd</sup> , 29 <sup>th</sup> Mar AM/PM (On Campus)	14 <sup>th</sup> & 21 <sup>st</sup> Jun AM/PM (On Campus)

4

### Best Practice Unit Delivery

Unit Code	Unit Title	February Intake Vermont *	April Intake Vermont - TBA
HLTWHS005	Conduct manual tasks safely	3 <sup>rd</sup> Feb AM/PM	28 <sup>th</sup> Apr AM/PM
HLTAID011	Provide First Aid	10 <sup>th</sup> , 17 <sup>th</sup> , 24 <sup>th</sup> Feb & 3 <sup>rd</sup> Mar AM/PM	5 <sup>th</sup> , 12 <sup>th</sup> , 19 <sup>th</sup> & 26 <sup>th</sup> May AM/PM
HLTAID014	Provide Advanced First Aid	10 <sup>th</sup> , 17 <sup>th</sup> , 24 <sup>th</sup> Feb & 3 <sup>rd</sup> Mar AM/PM	5 <sup>th</sup> , 12 <sup>th</sup> , 19 <sup>th</sup> & 26 <sup>th</sup> May AM/PM
HLTAID015	Provide Advanced Resuscitation and Oxygen Therapy	10 <sup>th</sup> , 17 <sup>th</sup> , 24 <sup>th</sup> Feb & 3 <sup>rd</sup> Mar AM/PM	5 <sup>th</sup> , 12 <sup>th</sup> , 19 <sup>th</sup> & 26 <sup>th</sup> May AM/PM
HLTOUT001	Implement safe access and egress	10 <sup>th</sup> , 17 <sup>th</sup> & 24 <sup>th</sup> Mar AM/PM	2 <sup>nd</sup> , 9 <sup>th</sup> & 16 <sup>th</sup> Jun AM/PM
HLTOUT007	Transport non-emergency patient under operational conditions	10 <sup>th</sup> , 17 <sup>th</sup> & 24 <sup>th</sup> Mar AM/PM	2 <sup>nd</sup> , 9 <sup>th</sup> & 16 <sup>th</sup> Jun AM/PM
HLTOUT010	Communicate in complex situations to support health care	31 <sup>st</sup> Mar & 7 <sup>th</sup> Apr AM/PM	23 <sup>rd</sup> & 30 <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.**