



## A Word from the Board.....

### Welcome to the Autumn Edition of ITablet



On behalf of the Board and the Secretariat of ITAB I'd like to welcome you all to the first edition of ITablet for 2011. I'm sure most of you have hit the ground running this year with the festive season a distant memory.

This year looks to be a busy one with many developments heading our way. The NSW State election will certainly set the direction for many of us after March. The ITAB is extremely diligent in keeping in touch with both sides of the parliament as evidenced by the recent Shadow Ministers' Forum. Invitations were sent to a number of shadow ministers with portfolios covering the community services and health sectors. We were fortunate to secure Pru Goward and Andrew Constance for the day. We had planned to host a Minister Forum giving current Labor ministers the opportunity to discuss their portfolios however they were unable to attend.

The change to a national RTO regulator will also take centre stage for a number of our members this year. Remember to keep an eye on the ITAB's informative website for information and updates on this and all of our projects.

The Board had a very successful AGM in November 2010 where all of our current members re-nominated for their positions. We also welcomed a new addition to the Board, the Liquor, Hospitality and Miscellaneous Union. This is an excellent addition given the large numbers of workers in our sectors that are covered by this Union. We now have a new look Executive for the coming two years; please have a look at our current Directors on the website. All of the members of the Board and Executive are committed to enhancing the skills and knowledge of the health and community services sector. On behalf of the Executive I thank everyone for their time and commitment to the Board.

**Katherine Newton**  
Chairperson  
CSH ITAB

## Shadow Ministers Forum



On Wednesday 9 February the Community Services and Health ITAB hosted a forum for our members and key stakeholders to hear from Pru Goward, Shadow Minister for Community Services and Andrew Constance, Shadow Minister for Ageing and Disability Services.



Our aim was to have a smallish gathering to encourage a moderated question time with two-way discussion opportunity. We had a wonderful turn out with over 50 people representing more than 36 different organisations including peak bodies, frontline services and unions. Pru and Andrew both addressed the group, speaking broadly of the policy direction and priorities of the Liberal party going into the March State

election. Both spoke with a depth of knowledge across the diversity of the portfolios and acknowledgement of the complexity of the government/non-government partnership for service delivery. They then had over an hour of stimulating questions and discussion, covering many of the current big picture issues across these diverse sectors from funding models, contracts and compacts, accountability and reporting to workforce equality between government and non-government sectors.

We thank both Shadow Ministers for their generous time shared with us.

Invitations were extended to the Shadow Ministers for Health and Education, Skills and Youth Affairs, who were unfortunately previously committed in their electorates and could not participate on the day.

We also planned a Ministers forum for later in the month to provide a similar opportunity to hear from the Labor party. Invitations were extended to all current Ministers relevant to our sectors. Unfortunately, all declined our invitation due to electorate commitments.

## Children's Services Strategy

Towards the end of last year the ITAB was approached by the Department of Education and Training to develop a strategy to support the NSW children's services sector meet the COAG requirement for all workers in licensed services to hold a Certificate III or above or be working toward a qualification by 2012. The Minister for Education, Verity Firth, hosted a roundtable with key stakeholders to review and endorse the strategy that identifies a three pronged approach to facilitate approximately 5,800 existing workers achieve a relevant qualification.



Working closely with both centre based and family day care services and industry reference groups, the ITAB will be leading the project to develop:

- A robust and workplace based recognition model to meet both centre based and family day care contexts including:
  - An e-based self-assessment process for determining current levels of skills and suitability to the recognition process
  - A workplace focused recognition resource to meet the Certificate III in Children's Services
  - A workplace focused recognition resource to meet the Diploma of Children's Services (Early childhood education and care)
- Sector guidelines - exploring industry standards and a guide to leading practice for RTOs and workplaces when working with trainees, work placement candidates and existing workers who are working through a recognition pathway
- Regional forums and briefings with RTOs, employers and state training services

These resources will be available to all RTOs and existing workers, in an effort to ensure a consistency of approach to recognition across the state and a level of confidence in the outcome of the process by the industry itself.

## Policy@MyPlace- e-learning resource soon to be released! And it will be FREE



We are pleased to announce that **Policy@MyPlace** will soon be on the CSH ITAB e-learning website [www.workplaceskills.com.au](http://www.workplaceskills.com.au). This e-learning resource is for those in the NGO community services and health sectors who need to develop or review policy. It will provide learning to develop the necessary skills to research and consult policy needs, draft policy content, test the draft policy, implement policy and review policy for quality assurance. While it focuses on child protection policy development and incorporates objectives and requirements detailed in the NSW Keep Them Safe initiative the learning may be applied to any area of policy development.

Assessment is optional however if the assessment activities are completed they may be submitted to a registered training organisation to be assessed against the nationally recognised unit of competency, *CHCPOL504B Develop and implement policy*. This unit contributes to the completion of many diploma and advanced diploma level qualifications in the Community Services Training Package in areas such as Children's Services, Community Services Work, Youth Work, Social Housing and Community Development. Watch our website for news of the publication of **Policy@MyPlace** on [www.workplaceskills.com.au](http://www.workplaceskills.com.au).

## Workplace Building Blocks - Core skills in Aged Care

With funding from the Department of Education and Training, we have been working on an e-learning resource to support aged care workers develop their core language, literacy and numeracy knowledge and skills essential when working in an aged care environment.

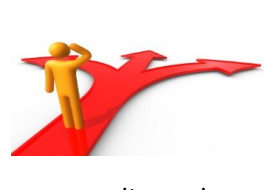


- The resource has four sections
- Reading and Writing - reading signs, listening to and writing messages
  - Occupational Health and Safety (OHS) - personal protective equipment, infection control
  - Medication - reading medication labels, using Webster packs
  - Body systems - understanding the digestive system, using charts

We are now in the final stages with the project management committee reviewing the resource prior to endorsement. We are hopeful this will then be uploaded onto our e-learning website [www.workplaceskills.com.au](http://www.workplaceskills.com.au) by the end of March.

Watch out for further announcements and access to this valuable learning tool.

## A new traineeship pathway



CHC30808 Certificate III in Education Support from the CHC08 Community Services Training Package has recently been declared by the NSW VET Commissioner as a 24 month training and boosts traineeship opportunities to 22 CHC08 qualifications. Along with the 31 declared traineeships from the HLT07 Health Training Package and another 3 accredited qualifications, community services and health sectors are well equipped to support workforce training needs through a traineeship pathway. For a complete list of available CHC08 and HLT07 traineeships visit our website [www.csh-itab.com.au/news.html](http://www.csh-itab.com.au/news.html).

For further detail about the Certificate III in Education Support see the Commissioners Information Bulletin CIB 487 and URL - [https://www.training.nsw.gov.au/cib\\_vto/cibs/cib\\_487.html](https://www.training.nsw.gov.au/cib_vto/cibs/cib_487.html).

## AND a new Training Plan for NSW

The Apprenticeship and Traineeship Act 2001 governs the establishment of apprenticeships and traineeships in New South Wales, which includes the requirement that a training plan be developed for every apprenticeship or traineeship established under the Act.



Following consultations, State Training Services has developed a revised training plan to comply with the recommendations made by the MCTEE Apprentices Action Group including that the plan:

- must be developed by the nominated registered training organisation (RTO) in consultation with the employer and the apprentice/trainee to reflect the workplace environment and nature of the work-based training to be undertaken by the apprentice/trainee
- allows for close engagement between the parties and the RTO in the delivery of training and assessment of competencies
- clearly defines the respective roles employers and RTOs will play in training apprentices and trainees, and the support RTOs will provide to employers to assist with training
- is a live document that is reviewed throughout the training term and updated to reflect changes to training undertaken both on and off-the-job
- supports competency-based progression and competency-based completion of apprenticeships and traineeships.

The new training plan requirements will apply to all apprenticeship and traineeship applications lodged after 1 January 2011.

### Transition arrangements:

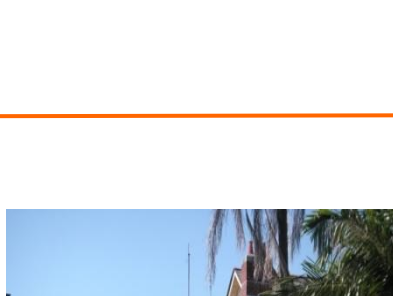
Transition arrangements have been established to allow the use of either the current training plan pro-forma **Full Training Plan**, **School Based Apprenticeship Training Plan** and **School Based Traineeship Training Plan** or the **new one** for 6 months

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CSH ITAB is a not for profit association, incorporated in July 1991 under the Associations Incorporation Act 1984. CSH ITAB is also registered as a charity. It is one of 11 bodies currently funded by NSW Department of Education & Training to provide strategic advice on industry skill needs and priorities for funded training under the NSW Training Market and promotion of training to industry.



In its role as the peak NSW body collaborating with the Community Services and Health industries about vocational education and training (VET), CSH ITAB is responsive to over 70 sectors – the broad scope of this complex and diverse workforce. Training across these sectors ranges from higher education to nationally recognised Training Package qualifications; industry specific accredited courses to non-accredited professional development.

**MORE.....**  
**We're on the web**  
**[www.csh-itab.com.au](http://www.csh-itab.com.au)**

