

# DIPLOMA OF NURSING



# TAFE SA ENROLLED NURSING PROGRAM

#### Inspiring nurses to provide safe, quality health care.

We believe that nurses are integral to building healthy, resilient communities. We value the role of nurses in the provision of client centred health care.

We value working together with our partners to empower individuals and improve health care outcomes. We recognise the importance of highquality nursing education which is pivotal to the health and wellbeing of our diverse communities.



### We believe inspired nurses:

- > are competent professional individuals who practise safe, quality health care.
- > maintain professionalism by continuing to build a lifelong learning journey.
- > are empathetic, compassionate, honest and reliable.
- > are critical thinkers who engage in reflection to improve practice.

### We believe empowered communities:

- > understand their health care rights.
- > are well informed, competent decision-makers about their health care needs.
- > deserve holistic, compassionate, quality care delivered by professional health care workers.
- > have the right to be cared for by nurses who are respectful, knowledgeable and proactive.

### We believe strong partnerships:

- > have the capacity to transform health care and the individual.
- > have the capacity to achieve excellence in delivering safe, reliable and quality health care.
- > create dynamic, world class evidence-based outcomes in health care and education.



# **COURSE INFORMATION**

### **COURSE OVERVIEW**

Enrolled nursing is an exciting and rewarding career that provides many opportunities. Enrolled nurses are employed in a range of areas such as hospitals, community health services, residential care, private homes (home care), factories, schools, medical practices and pathology services.

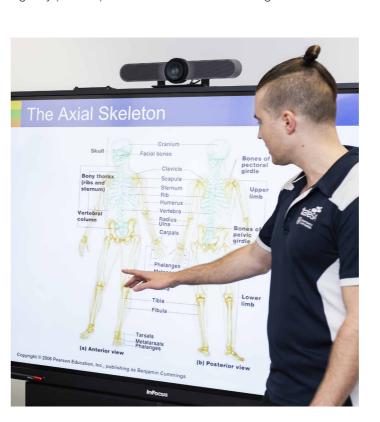
The HLT54115 Diploma of Nursing prepares you for the role of an enrolled nurse working under the supervision of a registered nurse. The qualification covers the application of skills and knowledge required to provide nursing care for people across the health sector.

The course focuses on developing caring, reflective practitioners who can integrate theory into practice, problem solve and work in a collaborative team environment. In addition to gaining knowledge in areas such as clinical assessment, acute and chronic health disorders, wound and medication management, you will have the opportunity to develop and practise skills in our clinical skills laboratories and will undertake a minimum of 400 hours of clinical placement.

The HLT54115 Diploma of Nursing at TAFE SA is accredited by the Australian Nursing and Midwifery Accreditation Council (ANMAC) and listed as an approved program of study with the Nursing and Midwifery Board of Australia (NMBA)

Upon successful completion of this qualification, you will be eligible to apply for general registration with the Nursing and Midwifery Board of Australia (NMBA) to be able to work as an enrolled nurse.

To practice as a nurse in Australia, you must be registered with the NMBA through the Australian Health Practitioner Regulation Agency (AHPRA). Costs are associated with registration.



### **COURSE LENGTH**

A full-time student will complete the course within 18 months.

Part-time students will complete the course within three years.

There is an expectation that additional study and research will be undertaken in your own time to meet competency requirements.

Course completion times may be extended however, to accommodate clinical placement attendance.

If students are bound to a contract of study (e.g. scholarship, cadetship, contract of training, international student, Centrelink/ Abstudy support) they will be required to complete their study within a pre-set timeframe.

### COURSE ADMISSION REQUIREMENTS

You must have:

> Satisfactory demonstration of reading, writing and numeracy skills by undertaking the Core Skills Profile for Adults (CSPA).

#### AND

Satisfactory evidence of meeting the Nursing and Midwifery Board of Australia's (NMBA) English language skills registration standard.

A change in the accreditation standards for Nursing requires that all domestic Diploma of Nursing applicants need to undertake the Core Skills Profile for Adults (CSPA) activity and meet the requirements of the Nursing and Midwifery Board of Australia's (NMBA) English language skills registration standard.

If there are more applications for this course than places available, applicants will be ranked by date of application to this course.

#### CSPA

All applicants must meet Exit Level 3 for both Reading and Numeracy and Exit Level 2 for Writing.

If Reading and Writing levels are not met, you are able to use SACE English for the Reading and Writing components of the Nursing Accreditation Standards, however you will need to undertake Bridging Unit(s) for Subsidised Training funding requirements.

# NURSING AND MIDWIFERY BOARD OF AUSTRALIA'S (NMBA) ENGLISH LANGUAGE SKILLS REGISTRATION STANDARD

You must demonstrate your English language competency in one of the following ways:

1) English is your primary language

Successfully passed at least 6 years of primary and secondary education, taught and assessed in English in Australia, Canada, New Zealand, Republic of Ireland, South Africa, United Kingdom or the United States of America. At least 2 years of evidence must be between years 7 and 12.

OR

- 2) You have completed one of the following English language tests:
- > IELTS (academic module) with a minimum overall score of 7 AND a minimum score of 7 in each of the 4 components (listening, reading, writing and speaking)
- > OET with a minimum score of B in each of the 4 components (listening, reading, writing and speaking)
- > PTE Academic with a minimum overall score of 65 and minimum score of 65 in each of the 4 communication skills (listening, reading, writing and speaking)
- > TOEFL iBT with a minimum total score of 94 as well as at least 24 in listening, 24 for reading, 27 for writing and 23 for speaking.

# WHAT KIND OF EVIDENCE CAN I SUBMIT?

You are required to complete an Evidence Checklist. All requirements are explained within the checklist. You will be able to access the checklist in your SATAC application.

#### HOW DO I SUBMIT EVIDENCE?

Upon submission of your application, you will receive specific instructions on how to submit your evidence. Please visit the **TAFE SA website for nursing requirements**.

### INFORMED CHOICES

In order to make an informed choice about the suitability of this course, you must take into account the essential skills and knowledge in addition to the critical aspects of assessment in this qualification. These include:

- > Observational skills and abilities
- > Communication skills and abilities
- > Technical and motor skills and abilities
- > Cognitive skills and abilities
- > Behavioural and social skills and abilities
- > Fitness to practice.

Once you have started the course, you will also be required to meet certain pre-placement requirements, including evidence of:

- > Criminal History Screening and National Police Clearance
- > Immunisation Status.

Detail on informed choices and clinical placement requirements are provided later in this brochure.

# **COURSE COST**

Current course fees including further information about the Government of South Australia's Subsidised Training initiative are available on the **TAFE SA website**.

# ADDITIONAL COSTS

You will be required to purchase at least one TAFE SA Health Student t-shirt (approximately \$30) on commencement of the course. (Please note payment is required in full and cannot be added to a VET Student Loan). Additional t-shirts may be purchased if required.

Additional course-related expenses you may need to consider:

- > Uniform requirements for clinical placement and on-campus practicals:
- TAFE SA Health Student t-shirt
- enclosed, non-slip, waterproof shoes
- plain navy/dark blue or black full-length pants
- > Textbooks: not compulsory, however may be purchased through a bookshop or online, or
- > borrowed from the learning resource centre. A list of recommended texts is provided at orientation
- > Travel and accommodation expenses associated with attending campus or placement.

#### CONTENT/STRUCTURE

The qualification consists of twenty-five (25) units of competency: twenty (20) core units and five (5) elective units. Full details of the units of competency can be found on the TAFE SA website.

# STUDY MODES

#### **FULL-TIME ON-CAMPUS**

- > This mode allows you to learn primarily in a classroom environment with the addition of online learning and assessment.
- > Online learning is supported using the TAFE SA online learning platform (LEARN), virtual classroom sessions with your lecturer, and programs such as the 3D interactive NurseSim. Lecturer support is also provided via email, phone, and online discussion forums.
- > Students attend classes at set times, at the campus where they are enrolled.
- > Attendance requirements are four to five days per week on campus.
- > Session times are generally 9.00am 4.00pm.

Some additional sessions may occur outside of these days and times; for example: tutorials, skills development, assessment and information sessions.

Regardless of contact hours, there is an expectation of additional study to be undertaken in your own time to meet competency requirements.

- > Access to a computer with an internet connection is required.
- Locations that offer this study mode are TAFE SA Adelaide City and Gilles Plains Campuses.

#### **PART-TIME BLENDED (EVENING)**

- > Learn in a mixture of classroom and online environments.

  This mode enables you to study the majority of the theory components of the course at home, in your own time while attending campus primarily for practical learning and clinical skills assessments.
- > On-campus learning (attendance) is scheduled for one night a week.
- > Session times are generally 5.00pm 9.00pm.
- Some additional sessions may be scheduled to occur on other evenings of the week, or during the day; for example: tutorials, skills development, assessment and information sessions.
- > Online learning is supported using the TAFE SA online learning platform (LEARN), virtual classroom sessions with your lecturer, and programs such as the 3D interactive NurseSim™. Lecturer support is also provided via email, phone, and online discussion forums.
- > Regardless of contact hours, there is an expectation of additional study to be undertaken in your own time to meet competency requirements.
- > Access to a computer with an internet connection is required.
- > Locations that offer this study mode are: TAFE SA Adelaide City, Gilles Plains and Noarlunga Campuses.

#### FLEXIBLE BLENDED DELIVERY

- > This mode enables you to study the theory components of the course online, in your own time, while requiring you to be on campus to take part in practical learning and clinical skills assessment sessions
- > Online learning is supported using the TAFE SA online learning platform (LEARN), virtual classroom sessions with your lecturer, and programs such as the 3D interactive NurseSim™. Lecturer support is also provided via email, phone, and online discussion forums
- > Attend campus Practical Learning Blocks (PLBs) to develop and practise your clinical skills
- > Attend campus to undertake compulsory Clinical Skills Assessments (CSAs) for the units of competency studied in that semester.

Stage 1 (Semester)	Duration
PLB 1.1	5 days
PLB 1.2	5 days
CSA 1	5 days
Stage 2 (Semester)	Duration
PLB 2.1	5 days
PLB 2.2	5 days
PLB 2.3	5 days
PLB 2.4	5 days
CSA 2	5 days
Stage 3 (Semester)	Duration
PLB 3.1	5 days
PLB 3.2	5 days
CSA 3	5 days

Please note: Sessions and duration are subject to change

- > Students are responsible for making their own travel and accommodation arrangements and meeting all associated costs incurred as part of that.
- Access to a computer with an internet connection is required.
- > Locations that offer this study mode are: TAFE SA Barossa Valley, Mount Barker, Mount Gambier, Noarlunga, Port Pirie and Whyalla Campuses.

### **INFORMATION & ENROLMENT EVENTS**

If your application into the course is successful, you will receive an offer and instructions to book into an Information and Enrolment Event (IE Event). This is your first step to getting started in the course and provides you with information about the course and fees. You will receive a copy of your timetable and learn how to register into the required units of competency.

# RECOGNITION OF PRIOR LEARNING (RPL)

You may already have knowledge and skills from previous courses and training, or life and work experience. If you can provide evidence that you already have the relevant skills and knowledge, to meet the requirements of a unit of competency, you may be able to apply for RPL. All students are encouraged to discuss opportunities for RPL. Please note there are fees associated with RPL. RPL discussions take place after you are accepted into the course.

### **CREDIT TRANSFER**

Credit transfer for units studied in other qualification areas is available where national codes are the same or formal arrangements exist. Credit transfer discussions take place after you are accepted into the course. Please note there are no fees associated with credit transfer.

### MANDATORY REGISTRATION STANDARDS

All students enrolled in the HLT54115 Diploma of Nursing are required under the Health Practitioner Regulation National Law (South Australia) Act 2010, to be registered as a student with the Nursing and Midwifery Board of Australia (NMBA). The registration process is undertaken by the Australian Health Practitioner Regulation Agency (AHPRA). TAFE SA completes this registration process for students following enrolment. There is no cost associated with student registration. Further information can be accessed via the **Nursing and Midwifery Board Association website**.

# ORIENTATION (COMPULSORY)

All students will be required to attend an orientation. Orientation welcomes new nursing students and provides detailed information about all aspects of the enrolled nursing program and competency requirements. Orientation is held over several days and has both on-campus and online components.

### USE OF COMPUTERS AND TECHNOLOGY

Students are expected to be able to use a computer in the online classroom environment and the internet on a regular and ongoing basis. Research is required to be completed online in addition to accessing other sources of information.

Students will be expected to be able to access their TAFE SA email account for sending and receiving of information and use the online 'myTAFESA' system for registering in units. Students are encouraged to produce assessment work in an electronic format, so experience in Microsoft Word and other associated programs would be beneficial. This also prepares the student for work within the health/nursing sector which is increasingly using technology at the bedside.

#### TYPES OF ASSESSMENT

Assessment in this qualification is competency based. To be deemed competent, a student needs to demonstrate that they have the required skills and knowledge and can apply this to the standard required in the workplace. All aspects of a unit of competency must be met to ensure a student has demonstrated competence to the minimum standard expected.

As you progress through your course, your skills and knowledge will be assessed using a range of methods. This will include online assessment with case studies, scenarios, multiple-choice and written questions. Practical assessment in the clinical skills laboratories, including role-play, verbal questioning, interviews and work activities. Written assessments include essays, presentations, research and reports. You will also undertake clinical placement where you will further develop and practise your skills and knowledge.



### CLINICAL PLACEMENT

As part of the Diploma of Nursing you are required to complete vocational placement (clinical placement). All placements are sourced and negotiated by the TAFE SA Placement Unit in collaboration with SA Health and individual health facilities.

There are four (4) clinical placements undertaken over the duration of the course:

- > Introduction to Nursing (80hrs)
- > Fundamental Nursing Care (120hrs)
- > Complex Nursing Care (160hrs)
- > Specialty Nursing Care (80hrs)

The NMBA requires students to complete a minimum of 400 hours of placement.

Placements are undertaken on a full-time basis and follow the shift hours of the nursing industry.

- > Day/afternoon/evening and night shifts across all days of the week
- > Potentially weekend work and public holidays
- > Students are required to attend all shifts as rostered by the placement venue.

Placements occur in a range of different settings such as: aged care, primary/community health, general practice, correctional services, and acute care. Please note, placements are unpaid.

Placement may not always be close to your home. Students must be prepared to take placement opportunities that are offered to them, as refusal will result in a delay of course completion. Please note any travel and accommodation costs associated with attending placement will be at the student's own cost.

Clinical placement is subject to availability and expected course length may be extended to accommodate this or if additional placement is required to meet all required course outcomes.

### CLINICAL PLACEMENT REQUIREMENTS

Two major placement requirements are criminal history screening and immunisation records. Detailed information about these and other placement requirements will be provided prior to course commencement.

### CRIMINAL HISTORY SCREENING/CHECKS

All nursing students are required to have a current criminal history screening/check and a national police clearance before a placement can be allocated.

Screening checks through the Department of Human Services are required.

#### IMMUNISATION RECORDS

Students must ensure that their immunisation/vaccination history is complete and up to date prior to attending placement. Immunisation records must be available to show the host employer on placement. Detailed information will be provided at Orientation.

Please note students are responsible for any costs associated with obtaining a criminal history screening/national police check and appropriate immunisation records.

# TRANSFER WITHIN TAFE SA CAMPUSES

Students are not able to transfer their course offer. Students must commence at the location that has been accepted. There may be options available for students to transfer to another location within TAFE SA once study has commenced. There needs to be a place available at the location of choice and these options would need to be discussed with a TAFE SA Nursing lecturer.

### UNIVERSITY AND TAFE SA

Students who complete a HLT54115 Diploma of Nursing are eligible to apply to any university for acceptance into the Bachelor of Nursing which ultimately leads to registration as a registered nurse. There is an opportunity to receive credit towards the Bachelor of Nursing for students registered as an enrolled nurse with the NMBA. Students will need to look into individual university entrance requirements and credit transfer arrangements to check on their eligibility.

#### **DUAL PATHWAYS**

TAFE SA offers opportunities to apply for a dual offer course. If given an offer you would be guaranteed a place at a South Australian university upon completion of your TAFE SA qualification.

With a dual offer course, you will receive credit for units already studied, which may reduce the time spent at university and the cost. Another benefit of studying the dual offer course is you are employable as an enrolled nurse while studying the bachelor at university.

Dual offer courses enable you to apply for a TAFE SA diploma qualification and a connected university program in one application. Dual offer nursing courses are available at a number of TAFE SA regional and metropolitan locations.

# **INFORMED CHOICES**

### FITNESS TO PRACTISE

If a student has an impairment or health issue that may, either in the course of study or clinical training, place the public at substantial risk of harm, TAFE SA is obligated by law to report this to AHPRA. Any individual or organisation can make a complaint or raise a concern about a registered student with AHPRA if they have a concern about the student's health, conduct or performance.

AHPRA defines a health impairment as a "Physical or mental impairment, disability, condition or disorder (including substance abuse or dependence), that detrimentally affects or is likely to detrimentally affect a registered health practitioner's capacity to safely practise the profession or a student's capacity to undertake clinical training." AHPRA, 2015

If you have, or may have, any impairment that would, or be likely to, affect your capacity to undertake clinical placement, you will be required to provide evidence from a qualified medical professional to pronounce you fit to undertake placement or to outline any restrictions prior to placement being arranged. This also applies to practical components of the course undertaken in the simulated work environment.

The duties of an enrolled nurse can be both physically and emotionally challenging. The following information is designed to assist you in making an informed decision about your career choice. It outlines the skills and abilities needed to successfully complete the course.

# CORE SKILL REQUIREMENTS (INHERENT REQUIREMENTS)

In this industry career pathway, the following areas need to be considered;

#### 1.Observational Skills and Abilities

- > Notice changes in people's behaviour, ability and the environment
- > Observe and interpret non-verbal cues across all age ranges (e.g. facial expressions, body language)
- > Respond to verbal and non-verbal cues and communication accurately and appropriately across all age ranges
- > Be attentive and display consistent and appropriate facial expressions, eve contact
- > Be mindful of space, time boundaries and body movements and gestures within the physical environment
- > Precise and speedy reaction to sensory stimuli (e.g. identifying safety hazards and risks and reacting within a limited timeframe)
- > Ability to diligently observe (e.g. multiple clients, the broader environment, monitoring equipment)
- > Adequate visual acuity is required to provide safe and effective nursing care (e.g. observation, examination and assessment of clients; observing and detecting changes in skin and wounds; reading and interpreting hand-written and computer documentation and charts)
- > Adequate visual acuity to read very small print (e.g. measurements along a syringe, medication container labels, expiry dates, test results, information on monitors and equipment).

#### 2. Communication Skills and Abilities

- > Communicate effectively in English with a range of people (e.g. clients, families, colleagues and other health professionals)
- > Ability to communicate, contribute and work with other people as a member of a team
- > Ability to speak clearly and audibly (e.g. providing information or instructions to clients, reporting to colleagues and other health professionals)
- > Provide timely, accurate and effective delivery of instructions, feedback and reporting
- > Demonstrate politeness, respect and empathy in all interactions with people
- > Use appropriate language and respect when working with people, demonstrating sensitivity to individual and/or cultural differences
- > Understand and respond to verbal communication accurately and appropriately
- > Listen attentively to what is being said
- > Ability to receive and reflect on constructive feedback for performance improvement and respond appropriately
- > Read and understand written information in a variety of formats including handwritten, printed text, graphs and diagrams
- > Understand and respond to written and verbal instructions in a timely manner
- > Use information technology to support communication (e.g. computer for reports, emails, and documents)
- > Ability to construct accurate, clear and logical written communication (e.g. legible, grammatically correct, accurate spelling, accurate and relevant information for clinical documentation and charting)
- > Sufficient auditory ability (hearing) to hear and differentiate sounds that may alert you to a problem (e.g. a client with breathing difficulties, coughs, vomiting; assessing client breath sounds; a softly spoken client)
- > Sufficient auditory ability to differentiate sounds (e.g. background noise, alarms, speech) and detect calls for help or the activation of a call bell for assistance.

#### 3. Technical and Motor Skills and Abilities

- > Physical capability to cope with the demands of shift work (e.g. early, late and night shifts over a seven (7) day roster)
- > Ability to deal with bodily fluids (e.g. vomit, blood, urine and faeces)
- > Ability to deal with the physical demands of undertaking manual tasks on a consistent basis (e.g. standing, lifting, bending, squatting, kneeling, repetitive movements, moving both equipment and people)
- > Good mobility to be able to undertake physical or manual tasks (e.g. moving or positioning clients, moving equipment in confined spaces and over defined distances, assisting clients with personal care needs such as showering and dressing)
- > Able to maintain balance while undertaking manual tasks
- > Ability to be on your feet for extended periods of time, both walking and standing
- > Manual dexterity and fine motor skills to grasp, push, press, turn, squeeze and manipulate objects to perform tasks (e.g. pump up a blood pressure cuff, administering an injection, applying bandages)
- > Use computers and related information technology including basic computing, word processing skills, data access using the internet.

#### 4. Cognitive Skills and Abilities

- > Able to gather, understand and organise appropriate and relevant information
- > Ability to recall and communicate information with accuracy
- > Understand other people's perspectives/opinions and respect
- > Able to use judgement/basic problem-solving skills (e.g. to respond to immediate safety risks)
- > Maintain a sufficient level of concentration to complete a task or activity
- > Be attentive in interactions with others (e.g. to identify risks and/or changes)
- > Time management skills including prioritising tasks (e.g. perform tasks accurately, in a safe manner and within reasonable timeframes)
- > Accept personal responsibility for accurate completion of work and seek help when required
- > Able to work under direct supervision
- Ability to read, write and understand information and documents (e.g. reports, charts, and clinical documentation, workplace instructions, policies and procedures)
- > Ability to integrate and apply knowledge in practice
- > Competent and accurate numeracy skills to perform basic mathematical functions without the use of a calculator (e.g. for measuring medications, medication calculations, using the 24-hour clock, completing a fluid balance chart)
- > Maths required for medication calculations includes addition, subtraction, multiplication, division, decimals, fractions, percentages, the metric system, metric conversion, and ratios.

#### 5. Behavioural and Social Skills and Abilities

- > Have a genuine interest in interacting and working with people
- > Willingness to work with and care for people regardless of gender, culture, sexuality or religion
- > Tolerate close proximity with individuals
- > Demonstrate professional behaviour (e.g. punctuality, maintaining confidentiality)
- Maintain a neat personal appearance, including a high level of personal hygiene
- > Respect personal and professional boundaries, including the use of social media
- > Control your emotions and reactions and withhold personal opinions
- > Recognise and respond appropriately to emotion
- > Accept responsibility for own actions
- > Demonstrate self-awareness and insight into personal limitations
- > Have a capacity for self-awareness to monitor own health and wellbeing
- > Comply with legal and/or licencing requirements of industry (e.g. criminal history check)
- > Able to work as part of a team and/or independently
- > Be receptive and respond appropriately to constructive feedback
- > Able to work under pressure and function effectively in stressful situations.



# LANGUAGE, LITERACY & NUMERACY

The Language, Literacy & Numeracy requirements are core skills for all job roles at all levels. The Australian Core Skills Framework (ACSF) indicates that the five core skill areas are reading, writing, numeracy, oral communication and learning which we apply in our personal and community; workplace and employment; and education and training.

Some of the core language, literacy and numeracy (LLN) skills for entry into this industry are:

- > Learning legal and ethical guidelines of work, understand various roles and responsibilities within health and work with individual differences, industry standards, safety policies and procedures
- > Oral Communication active listening skills, communicating with clients and their family, team members, and health professionals. Communicating with clients who have impaired communication. Effective questioning and active listening techniques to respond and work with clients and families and team members. Effective questioning, phone skills and providing information to team members
- > Reading Skills ability to read complex texts and extract relevant information. Reading and understanding client care plans, charts, procedures, reports, notes and work instructions, industry specific terminology, common abbreviations and symbols, workplace safety signs
- > Writing Skills recording observations, completing forms, documents, reports, taking messages. Ability to write accurately and succinctly (i.e. spell with reasonable accuracy, legible handwriting style)
- > Numeracy Skills perform basic mathematical functions for medication calculations; measure fluids, read weights and measurements, interpret and document in charts, tables and graphs, calculate timeframes; measure and record data and interpret results
- > Problem Solving Skills show independence and initiative in identifying and solving problems.
- > Technology Skills Ability to use computers and internet. Electronic recording of data and observations, and other relevant information. Use standard software as well as industry specific software. Online learning

Australian Core Skills Framework: docs.education.gov.au/node/37095

# **CORE SKILLS FOR WORK**

Listed below are the non-technical, or employability, skills that an individual student needs to demonstrate during training and are highly valued by industry when seeking employment. As a student you must be able to:

#### Manage career and work life

- > Identify work and career options
- > Undertake learning relevant to work needs and goals
- > Understand work roles and workplace rights and expectations

#### Interact with others

- > Communicate effectively with others
- > Work with other people to achieve outcomes
- > Regulate one's own behaviour and take responsibility for own actions
- > Seek feedback and reflect on own performance
- > Recognise and respect others with differing values, beliefs and behaviours
- > Manage conflict when it arises.

#### Plan and organise

- > Effective time management skills
- > Prioritise, plan and organise own workload
- > Contribute to decision-making.

#### Problem-solve

- > Identify potential problems and respond appropriately
- > Take steps to solve problems and reflect on the outcomes

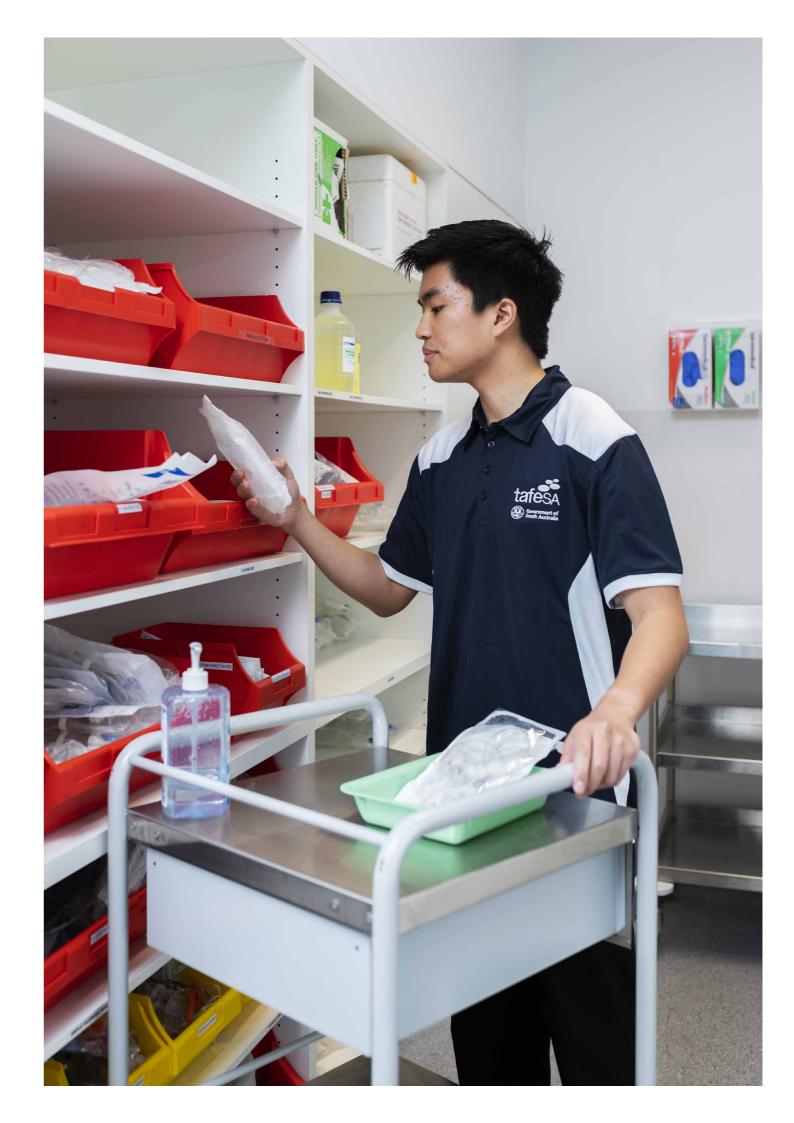
#### Show initiative

- > Motivation and interest
- > Contribute to ideas to creatively solve problems or improve processes.

#### Use technology

- > Learn and adapt to using digital systems and technology
- > Access information via digital mediums.







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