



tafeSA



Government of
South Australia

DIPLOMA OF NURSING

HLT54121

tafesa.edu.au



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 high-quality 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), medical practises, pathology services, factories and schools.

The Diploma of Nursing (HLT54121) 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 in a range of work environments (see more in the Clinical Placement section of this document).

The Diploma of Nursing (HLT54121) 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).

On 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 practise 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 21 months, part-time students will complete the course within 3 to 3.5 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

The accreditation standards for Enrolled Nursing require all students to meet the NMBA English language skills registration standard, in addition to demonstrating sufficient language, literacy and numeracy skills. Domestic Diploma of Nursing (HLT54121) applicants need to undertake the Core Skills Profile for Adults (CSPA) activity to demonstrate the required levels for reading, writing and numeracy skills. International applicants require an academic IELTS score of 7.0 overall with a minimum of 7.0 in all bands or equivalent, satisfactory completion of year 12 or overseas equivalent, and demonstration of sufficient numeracy skills.

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.

Please note: for results to be accepted, the English language test must have been taken within one year prior to the course start date.

WHAT KIND OF EVIDENCE CAN I SUBMIT?

You will be required to complete an *evidence checklist* as part of the application process. The evidence requirements are explained within the checklist.

HOW DO I SUBMIT EVIDENCE?

Specific instructions on how to submit your evidence is provided in the application process. Please visit the **TAFE SA website for Nursing Entry Requirements**.

COURSE REQUIREMENTS

There are core knowledge and skill requirements in this course, including practical skills development and demonstration and clinical placement requirements such as Fitness to Practice.

You will also be required to meet certain mandatory pre-placement requirements, including evidence of:

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

Detail on course 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 MANDATORY COURSE REQUIREMENTS WITH UPFRONT FEES:

- > TAFE SA Health Student T-shirt: at least one must be purchased on commencement of the course
- > Manual Handling for Nurses training
- > Annual Manual Handling updates
- > Annual CPR updates.

Additional course-related expenses you may need to consider:

- > plain navy/dark blue or black full-length pants
- > enclosed, non-slip, waterproof shoes
- > textbooks: not compulsory; a list of recommended resources is provided for each unit of competency (subject)
- > travel, parking and accommodation expenses associated with attending campus and/or clinical placement.

CONTENT/STRUCTURE

The qualification consists of twenty-five (25) units of competency: twenty (20) core units and five (5) elective units. A minimum of 400 hours of clinical placement are required to be undertaken. Full details of the units of competency can be found on the TAFE SA website.

STUDY MODES

The Diploma of Nursing (HLT54121) at TAFE SA is offered at 8 different campuses across South Australia. Study modes available will differ across the campuses, however all study modes are 'blended' and therefore have a mixture of both on-campus and online learning. Some campuses have more on-campus time scheduled, others will have on-campus attendance primarily for practical learning and clinical skills assessments.

- > Online learning is supported using the TAFE SA online learning platform (LEARN), online 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.
- > There is an expectation that additional study will be undertaken in your own time to meet course requirements; for example:
 - research, self-directed and prescribed learning, and completion of theory-based assessments.

FULL-TIME ON-CAMPUS

- > This mode allows you to learn primarily in a classroom environment with the addition of online learning and assessment.
- > Students attend classes at set times, at the campus where they are enrolled.
- > On-campus, sessions are scheduled across Monday - Friday approximately 20 hours per week.
- > Session times are generally 9.00am – 4.00pm.
- > Some additional sessions may occur outside of these hours; for example: tutorials, skills development, assessment, online virtual classroom sessions, and information sessions.
- > Locations that offer this study mode: 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 (self directed) while attending campus primarily for practical learning and clinical skills assessments.
- > On-campus learning (attendance) is scheduled predominantly 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, online virtual classroom sessions, and information sessions.
- > Locations that offer this study mode: TAFE SA Adelaide City, Gilles Plains and Noarlunga campuses.

FULL-TIME AND PART-TIME BLENDED (WEEKLY)

- > 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 (self-directed) while attending campus primarily for practical learning and clinical skills assessments.
- > On-campus learning is scheduled for 1-2 days per week:
 - Stage 1 main campus day: Tuesday
 - Stage 2 main campus day: Thursday
 - Stage 3 main campus day: Wednesday.
- > Session times are generally 9.00am - 4.00pm.
- > Additional sessions may be scheduled to occur outside of these days and times for tutorials, skills development, assessment, online virtual classroom sessions, and information sessions.
- > Locations that offer this study mode: TAFE SA Barossa Valley, Mount Barker, and Noarlunga campuses.

FULL-TIME AND PART-TIME BLENDED (BLOCKS)

- > This mode enables you to study the majority of the theory components of the course at home, in your own time (self-directed).
- > Attendance on-campus is required for scheduled practical learning blocks (PLBs) to develop and practise your clinical skills, and Clinical Skills Assessments (CSAs).
- > On-campus blocks:
 - 3 to 5 scheduled blocks to attend per semester, depending on the stage of the course
 - generally scheduled over 3 to 5 days (Monday - Friday)
 - session times are generally 9.00am - 4.00pm.
- > Some additional sessions may occur outside of the scheduled days, or in the evening; for example: tutorials, skills development, assessment, online virtual classroom sessions, and information sessions.
- > Locations that offer this study mode: TAFE SA Mount Gambier, Port Pirie, and Whyalla campuses.
- > Students are responsible for making their own travel and accommodation arrangements and meeting all associated costs incurred.

ACCESS TO TECHNOLOGY

Access to a computer with internet connection and data is required to successfully participate in and complete course requirements across all study modes.

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.

MANDATORY REGISTRATION STANDARDS

All students enrolled in the Diploma of Nursing (HLT54121) 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 new students are required to undertake an Orientation Program. Orientation welcomes new nursing students and provides detailed information about all aspects of the enrolled nursing program and competency requirements. The Orientation Program for Nursing has both online and on-campus 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 the course, your skills and knowledge will be assessed using a range of methods. This will include theory and practical assessments in both online and on-campus environments. Theory assessments include essays, presentations, case studies, scenarios, multiple-choice and written-answer questions, tests and exams, research and reports. Practical assessments in the clinical skills laboratories include role-plays, verbal questioning, interviews and work activities. You will also undertake clinical placement where you will further develop and practise your skills and knowledge in areas such as acute, complex and chronic nursing including mental health.



CLINICAL PLACEMENT

As part of the Diploma of Nursing (HLT54121) 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 (80hrs)
- > Complex Nursing Care (160hrs)
- > Specialty Nursing Care (80hrs).

Students are required to successfully 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 (for example, hospitals). 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 the delay of course completion. Please note that any travel and accommodation arrangements and associated costs incurred are the responsibility of the student.

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 for a clinical placement to be allocated. Immunisation records must be available to show the placement venue. Detailed information will be provided in the Orientation Program for Nursing.

The immunisations that are required include:

- > Hepatitis B
- > Covid-19 - as per Australian Federal and/or South Australian State Government directions
- > Measles/Mumps/Rubella
- > Varicella
- > Diphtheria/Tetanus/Pertussis
- > Polio
- > Tuberculosis Screening (online questionnaire)
- > Influenza (flu) - required annually.

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 due to the ranking process. 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 Diploma of Nursing (HLT54121) 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, recognition of prior learning and credit transfer arrangements to check their eligibility.

DUAL PATHWAYS

Dual offer courses enable you to apply for a TAFE SA qualification and a connected university program in one application. 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 that you are employable as an Enrolled Nurse while studying at university.

Dual offer nursing courses are available at a number of TAFE SA regional and metropolitan locations.

COURSE REQUIREMENTS

FITNESS TO PRACTISE

If a student has an impairment, disability, medical condition or mental health issue that may, either in the course of study or clinical placement, place the individual or others 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 COURSE REQUIREMENTS

In order to successfully complete the course requirements for this qualification students will need to develop and competently demonstrate a range of knowledge, understanding and skill. It is critical that you consider these core requirements in making your decision about suitability for this course.

Core Course requirements include:

> Adequate visual ability 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, small print measurements along a syringe, medication container labels, expiry dates, test results, information on monitors and equipment).

1. Communication Skills and Abilities:

- > Verbal and nonverbal skills to communicate audibly and effectively in English with a range of people (e.g. clients, families, colleagues and other health professionals)
- > Contribute and work with other people as a member of a team
- > Speak clearly and audibly (e.g. providing information or instructions to clients, reporting to colleagues and other health professionals)
- > Sufficient auditory ability (hearing) to hear and differentiate sounds and detect calls for help or the activation of a call bell for assistance
- > 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 and mobility demands of undertaking manual tasks on a consistent basis (e.g. standing, lifting, bending, squatting, kneeling, repetitive movements, moving both equipment and people)
- > Sufficient 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
- > Ability to read, write and understand information and documents (e.g. reports, charts, and clinical documentation, workplace instructions, policies and procedures)
- > 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
- > Willingness to work with and care for people regardless of gender, culture, sexuality, disability or religion.





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 participating in the training include:

- > 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. Ability to access and study via online learning.

Australian Core Skills Framework: dewr.gov.au/skills-information-training-providers/australian-core-skills-framework

CORE SKILLS FOR WORK

Listed below are the non-technical, or employability, skills that an individual student needs to develop and 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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If you are deaf, or have a hearing or speech impairment,
contact us through the National Relay Service **relayservice.gov.au**