



**Central
Regional**



Course

Pre-Enrolment Guide

Training Area:

Nursing

Training Product:

**52895WA Certificate IV in
Preparation for Health
and Nursing Studies SPE**



Your Future. Your Choice. Your TAFE.

Central Regional TAFE spans four regions and around 57% of Western Australia, with nine campuses delivering training that reflects the industries driving our state's economy. From the Midwest and Wheatbelt to the Gascoyne and Goldfields, our footprint is vast – and so are the opportunities.

Studying regionally connects you directly with the jobs that matter. With most agricultural, health, and construction roles based in regional WA, training close to home ensures you build skills where the demand is.

Each campus is shaped by its community and industries. Whether it's aquaculture on the coast, mining in the Goldfields, or agriculture in the Wheatbelt, we work hand-in-hand with employers to make sure your training is current, practical, and linked to real apprenticeships and work placements.

Wherever you live, your local campus is ready to help you succeed – while keeping skills, jobs, and opportunities right here in regional WA.





Your Campus. Your Training. Your Career.


At Central Regional TAFE, it's all about you. We're here to help you shape the future you want, with the right support every step of the way.

Learn from industry experts who bring real-world knowledge into the classroom and gain the confidence and skills employers are looking for. With over 300 nationally recognised courses – from Certificate I through to Advanced Diploma – plus a wide range of short courses, there's a pathway for every ambition.

We know life is busy, so our flexible and online study options help you balance training with work, family, and everything else you've got going on. Add to that payment plans and tailored support, and achieving your goals has never been easier.

Whether you're leaving school, changing careers, or upskilling, you'll find a place at TAFE – and a pathway to a future that works for you.

Train where you live. Build real skills. Shape a future that works – with Central Regional TAFE.



Course Information

Certificate IV in Preparation for Health and Nursing Studies (SPE)

Release number	3
Required number of units for course completion	7 Units: PREASU403 Apply Academic Skills PREMHS402 Provide Information on Fundamental Principles of Microbiology Used in Health Settings PREPHC405 Use Fundamentals of Physics and Chemistry in a Health Context PREAPU401 Provide Information on Human Anatomy & Physiology PREMHA404 Use Mathematics in a Nursing and Health Context BSBTEC301 Design and Produce Business Documents BSBMED301 Interpret and Apply Medical Terminology Appropriately
Duration	General Students: Self-paced Online (external study) 6 monthly enrolments
Location	Northam
Delivery mode	Online – Self -paced External (SPE)

IS THIS COURSE RIGHT FOR ME?

Before you choose this course, it's a good idea to think about the skills and knowledge you might need. The information below will help you decide if the course is a good fit for you, or if there are areas where you might need some extra support.

Information you need to know about the course

This course prepares students for nursing or health-related studies by building essential academic, science, and health administration skills for further education or employment in the health sector.

It equips students with the foundation knowledge needed for the Diploma of Nursing, Diploma of Anaesthetic Technology, or other health or nursing qualifications.

Completing the Certificate IV in Preparation for Health and Nursing Studies brings you closer to becoming an enrolled nurse.

Look at the essential skills and knowledge and consider if you might face any challenges in meeting the course expectations and requirements to make an informed choice about the suitability of this course for you:

- Be committed to independent study habits to stay up to date with course content.
- Be able to use clear and effective communication skills for both written and spoken tasks.
- Have strong literacy skills to read, write and present ideas related to health.
- Have basic mathematics skills including familiarity with working with fractions, decimals and percentages.
- Have a strong interest in how the body works.
- Be able to show empathy and ethical awareness in discussing health care.

- Show resilience and motivation to manage academic demands.
- Can use an online learning platform, OneDrive, Excel and presentation tools.
- You have own computer device and internet at home.

Course Pathways

The course is intended to give candidates the underpinning knowledge and skills to meet the entry requirements for Diploma of Nursing, Diploma of Anaesthetic Technology or to support entry into other health or nursing related qualifications at Bachelor level.

Graduates will have broad theoretical knowledge and applied skills in health-related subject areas. The course covers anatomy, physiology, microbiology, medical terminology, applied mathematics, physiology, chemistry and study skills, supporting smooth progression into the Diploma of Nursing or future studies.

It is an integral step in the study pathway for students in high school who are not in the ATAR study pathway to enable them to achieve an alternative entry into Diploma level qualifications or University.

Further details can be found on our website [here](#).

National Course Entry Requirements

Entry requirements apply to this course.

School Leaver

- C Grade in Year 10 WACE General English, and OLN; or NAPLAN 9 Band 8

Non-School Leaver

- **C Grade in Year 10 English and Maths or equivalent AQF**
- **Certificate I or Certificate II**

Central Regional TAFE (CR TAFE) Entry Requirements

You must have a Unique Student Identifier (USI) to enrol in and complete any nationally recognised training in Australia. If you do not have a USI or need help getting one, we can assist you with the process.

Before you enrol, CR TAFE is required to review your language, literacy, numeracy and digital (LLND) skills to help you decide if the course is right for you, identify any support you might need, or whether other learning options may be better suited to you at this time.

For this course, the method of LLND review will be completed via LLN Robot.

Fees and Payments

Whether you are enrolling in individual units and/or full qualifications at CR TAFE, you are responsible for paying the enrolment fee for each unit you enrol in.

You will find detailed information about your course costs and how they are calculated on our website [here](#).

You can also check the drop-down box for FEES on your course page on the website which has details about the course fees.

Further information on:

- key payment terms and conditions
- availability of any relevant government training entitlements and subsidies
- our withdrawal and refund requirements

is available under the Fees and Payment Options section in the Student Handbook on our website [here](#).

Our Student Business Systems team can help if you are unsure about any fee information. Please refer to the Contacts section, on how to contact us.

Learning Resources

You will need the following learning resources for your course:

- Modern Computer with webcam and microphone and ability to run up-to-date software
- Reliable internet connection
- Equipment for practical assessment
- Access to free Microsoft 365 student account (supplied by CRTFAFE)

Textbooks

Our physical and online library has a wide range of written and electronic resources useful to your course. You can find our online library on the Central Regional TAFE website [here](#).

Online learning materials

All learning resources and assessment documents will be made available through the LMS (Learning Management System) Blackboard.

Resources and equipment you need to bring

You are required to provide (at your own expense) the following list of resources/equipment:

Assessment Equipment – Chemistry

- 1 litre Jug
- 60 millilitres medicine cup
- Ruler
- Dressmaker's Tape
- Digital thermometer
- Kitchen Scales (Up to 5 Kg)

CR TAFE online library resources

Our online library has a wide range of electronic resources useful to your course. You can find our online library on the CR TAFE website [here](#). Library staff are available to assist you as required.

Delivery options – Northam

Self-paced external - *All learning and Assessments are completed Online using the Learning Management system (LMS) Blackboard*

For additional information about self-paced study options at all our campuses please check the courses pages on our website [here](#).

My Portal

There is a variety of information available to students on our website under [Current Students myPortal](#). Once you are enrolled, the Student Portal will allow you to view the following:

- My application - view the status of your application to study
- My payments - view your payment history and instalment plan details (if relevant)
- My study - view your course details, units and academic records
- My details - view and update your personal information
- My tasks - view any notices from Central Regional TAFE
- Blackboard - links directly to the Blackboard e-learning platform

Recognition of Prior Learning

Recognition of prior learning (RPL) means an assessment process that involves assessment of an individual's relevant prior learning and experience (including skills and knowledge obtained through formal and informal

learning) to determine the extent to which the individual meets requirements specified in the training product. If you think you have existing knowledge and skills in one or more of your units of study, you may apply for RPL. Should you apply for RPL, you will be supported through the process by a lecturer. For further information visit our website [here](#).

This is a short-duration course structured around hands-on practical training, with assessments conducted through direct observation of skill demonstrations. In this context, Recognition of Prior Learning (RPL) would not be a suitable option.

Credit

Credit can be given if you have successfully completed a unit or module that has the same code or is deemed equivalent to one in your current course. You may have completed this unit/module at a Registered Training Organisation or at an alternate authorised organisation such as a university.

You will have to provide some evidence you have successfully completed the unit or module. This might include authenticated VET transcripts or other AQF certification documents like Statements of Attainment, Records of Results etc.

You won't be charged for credit. If you think this might apply to you, contact your lecturer to discuss eligibility, the application process and the evidence you need to provide.

Note: CR TAFE will not issue an Award or Statement of Attainment that is achieved wholly through crediting units completed at another RTO.

Appeals and Feedback

CR TAFE values student feedback and recognises that opportunities to improve products and services arise from the effective handling of student complaints. Complaints are processed in a way that balances the interests of students and CR TAFE while making sure the process is fair for everyone.

Students are supported to [provide feedback and make complaints](#). Students have the right to appeal decisions made by the lecturer/assessor and CR TAFE. For example, if you have concerns about your assessment results, please approach your lecturer to discuss the issue and/or refer to our website for details [here](#).

Student Support Services

CR TAFE aims to provide a supportive learning environment for all students. If you have any support needs, either before you enrol or during your course, we encourage you to speak with your lecturer or the Student Support Services team. CR TAFE will provide, or help you access, the support that can assist you in your studies.

Training Support:

You are encouraged to identify any training support that you may need before you enrol and at any point during your learning journey. This may include but not limited to:

- Study Skills
- Accessing and using technology
- Assessments
- Disability support
- Aboriginal and Torres Strait Islander support

Wellbeing Support:

CR TAFE is dedicated to supporting students and to providing a safe and inclusive learning environment for all students including a culturally safe learning environment for Aboriginal people. CR TAFE recognises that student wellbeing is important for a successful learning journey and may provide, or support access to, appropriate services where needed. Wellbeing support may include, but not limited to:

- Counselling and mental health resources (external)
- Career Services and Guidance (internal)

- Financial (fee and debt payment options, scholarships) (internal)
- Abuse, harassment, bullying (internal and external)
- Crisis and Support Lines (external)
- Support for Aboriginal students (internal and external)
- Aboriginal Counselling Support (external)
- Support for students with disability (internal and external)
- Support for international students (internal)

For confidential, no obligation contact information for wellbeing support, please contact our Student Support Services team who can help you with more information on how to access these support services, or go to our [website](#).

Contacts:

Lecturer contact details:

Name: **Lecturing Team (Northam)**

Phone number: **(08) 9622 6780 | (08) 9622 6807**

Email: **Prepnursing.nor@crtafe.wa.edu.au**

To speak to our Student Business System Team, Student Support Services Team, our Technical Support Team, Aboriginal Support Services or your local Access and Equity Inclusion Officer, contact: 1800 672 700 or enquiries@crtafe.wa.edu.au.

Alternatively, you can complete an online enquiry form <https://www.centralregionaltafe.wa.edu.au/contact-us>.

For help with all things career, training and employment, contact our Jobs and Skills Centres at either our Geraldton, Kalgoorlie or Northam campuses, or call 13 64 64 or go to www.jobsandskills.wa.gov.au.

Award

Upon successful completion of this course, you are entitled to an Award and a Record of Achievement. Should you not have successfully completed all the units of competency required for the Award, you are entitled to a Statement of Attainment for the individual units for which you have been assessed as competent.

Further Resources and Information

More information can be found in our Student Handbook, available for download off our website [here](#)

Notification of Changes to the Course

You will be informed in writing by your lecturer of any changes that affect your course after enrolment. You will be supported throughout the change to ensure there is minimal disruption to your learning journey.

Assessment Methods

For this course, assessments may include the following:

- Knowledge questions: This involves answering questions, either orally or in writing relating to the unit of competency.
- Observations: This involves your assessor or a third party (workplace supervisor) observing you perform tasks in the workplace and/or simulated workplace to check that you have the knowledge and skills required for the unit of competency.
- Project: This involves completing tasks or activities in the workplace and/or simulated workplace to show that you can apply the knowledge and skills required for the unit of competency.
- Portfolio: This is a collection of evidence you put together, such as documents, examples of your work, or completed activities, to show that you have the knowledge and skills required for the unit of competency.

Note: The specific assessments required for each unit of competency will be outlined in the Training and Assessment Plan (TAP) for that unit. You will receive a copy of the TAP for each unit when you enrol.

Overview of Training Hours and

The table below outlines the units you need to complete. It shows the types of training you are required to do, approximately how much time they should take, and how each unit will be assessed. This will help you understand how much time you will need to set aside for each unit you are enrolled in.


General – Students

Stage	National ID	Unit Of Competency	Face to Face	Workshops	Work Placement	Structured Out Of Class Activities	Tutorial Study Support	Total	Assessment	Delivery Mode	Core / Elective	Pre-Requisites National Code/s
Semester 1 and 2	BSBMED301	Interpret and apply medical terminology appropriately [AUK35]				60.00		60.00	4.00	Flexible/Online	Core	
	BSBTEC301	Design and produce business documents [OCD56]				100.00		100.00	16.00	Flexible/Online	Core	
	PREAPU401	Provide information on human anatomy and physiology [AZ248]				100.00		100.00	14.00	Flexible/Online	Core	
	PREASU403	Apply academic skills [AZ246]				50.00		50.00	8.00	Flexible/Online	Core	
	PREMHA404	Use mathematics in a nursing and health context [AZ244]				55.00		55.00	5.00	Flexible/Online	Core	
	PREMHS402	Provide information on the fundamental principles of microbiology used in health settings [AZ245]				70.00		70.00	10.00	Flexible/Online	Core	
	PREPHC405	Use fundamentals of physics and chemistry in a health context [AZ247]				80.00		80.00	15.00	Flexible/Online	Core	
		Total	0.00	0.00	0.00	515.00	0.00	515.00	72.00			

Cluster	Unit Of Competency	Core / Elective
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 enquiries@crtafe.wa.edu.au

 centralregionaltafe.wa.edu.au



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