



**Central  
Regional**



Course

# Pre-Enrolment Guide

Training Area:

**Allied Health Assistance**

Training Product:

**HLT43021 Certificate IV in Allied  
Health Assistance (Movement  
and Mobility Support)  
Self-Paced External, Geraldton**



# 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

## HLT43021 - Certificate IV in Allied Health Assistance (Movement and Mobility Support)

|   |  |
|---|--|
| <b>Release number</b>                                 | 1  |
| <b>Required number of units for course completion</b> | <p>18 units must be completed:</p> <ul style="list-style-type: none"> <li>▪ 10 core units</li> <li>▪ 8 elective units, consisting of: <ul style="list-style-type: none"> <li>• at least 6 units from the electives listed below, at least 4 of these units must be coded HLTAHA</li> <li>• up to 2 unit from the electives listed below, any endorsed Training Package or accredited course – this unit must be relevant to the work outcome</li> </ul> </li> </ul> <p>Any combination of electives that meets the rules above can be selected for the award of the Certificate IV in Allied Health Assistance.</p> <p>Where appropriate, electives may be packaged to provide a qualification with a specialisation.</p> <p><b>Packaging for each Movement and Mobility specialisation:</b></p> <p>All units from group A electives must be selected for award of the Certificate IV in Allied Health Assistance (Movement and Mobility Support)</p> <p>To achieve this qualification, the candidate must have completed at least 120 hours of clinical placement as detailed in the Assessment Requirements of the units of competency.</p> <p>The link to the qualification is provided.</p> <p><a href="https://training.gov.au/Training/Details/HLT43021/qualdetails">https://training.gov.au/Training/Details/HLT43021/qualdetails</a></p> <p><b>Please see the table at the end of this document for the units offered in this qualification.</b></p> |
| <b>Duration</b>                                       | <p>12 months- full time</p> <p>24 months – part time</p>   |
| <b>Location</b>                                       | Geraldton Campus   |
| <b>Delivery mode</b>                                  | Self-paced External  |

### 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

Before enrolling in the Certificate IV in Allied Health Assistance, it is important that you understand the physical, emotional, cultural, and workplace expectations of training and working in the Allied Health sector.

To study and work in this field, you will need to meet the following requirements:

### Physical Capability Requirements

Allied Health work is hands-on and can be physically demanding. You may be required to:

- Stand or walk for extended periods (up to several hours) during simulations or placement.
- Use safe manual-handling techniques, including assisting clients with mobility, adjusting equipment, and transferring items up to 10–15 kg.
- Perform repetitive actions such as cleaning equipment, preparing therapy spaces, or supporting therapy sessions.
- Work in environments requiring bending, kneeling, reaching or working at low heights (e.g., floor-based therapy activities).
- Move wheelchairs, therapy tools, mobility aids, and small clinical equipment safely.

### Emotional and Mental Readiness

Throughout this qualification, you may encounter sensitive or emotionally challenging situations, including:

- Working with people living with disability, illness, chronic health conditions or age-related changes.
- Exposure to discussions about trauma, health decline, grief, loss, or mental health concerns.
- Supporting clients who may be distressed, non-verbal, anxious, or experiencing behavioural challenges.
- Learning and applying professional boundaries, confidentiality, and ethical decision-making.

Be prepared to maintain a professional attitude, follow supervision instructions, and participate in reflective practice.

### Environmental Factors

While on placement or during simulated practice, you may experience:

- Clinical environments with noise, movement, or crowded spaces.
- Exposure to cleaning agents, disinfectants, and infection-control products.
- Working in warm or cool indoor environments or community-based locations (homes, gyms, pools, parks).
- Handling of waste, laundry, or contaminated materials under safe infection-control procedures.

### Cultural Considerations

Entering this qualification, you should be aware of culturally diverse client needs. These may include:

- Working with clients of different genders, cultures, languages or beliefs.
- Providing support involving close physical proximity (e.g., assisting with therapy positioning, mobility practice or equipment set-up).
- Respecting cultural protocols relating to touch, communication styles, and family involvement.
- Supporting Aboriginal and Torres Strait Islander clients in line with cultural safety principles.

#### Note:

You are never expected to perform personal care tasks beyond your scope (unless specifically trained for elective units requiring it and under supervision).

## Workplace and Compliance Requirements

To participate in placement and meet industry expectations, you are required to obtain:

- **National Police Clearance / Criminal Screening**
- **Working With Children Check (WWCC)**
- **NDIS Screening Check**
- **Up-to-date immunisations** — e.g., influenza, Hepatitis B
- **Student Uniform and enclosed footwear**
- **Completion of mandatory online induction modules** (e.g., WHS, infection control, first aid,)
- **Basic First Aid (HLTAID011)** is required by host organisations.

Placement providers may specify additional requirements based on health, safety and organisational policy. You must meet these to commence or continue placement.

## Course Pathways

This course aims to help you develop skills and knowledge that may support entry into a range of job roles or further study-

This qualification reflects the role of allied health assistants who provide therapeutic and program related support to persons, in the health, aged care, disability and any other settings where Allied Health Professionals provide services. Allied Health Assistants work under the delegation and supervision of Allied Health Professionals and assist in identifying circumstances and risks and report issues.

Supervision may be direct, indirect or remote and must occur within organisational requirements, according to the individual allied health assistant's scope of practice and experience.

They may be engaged to work in single discipline or multidisciplinary roles not limited to health, aged care or disability services and other settings and may also have responsibility for other allied health assistance workers according to their scope of practice.

To achieve this qualification, the candidate must have completed at least 120 hours of clinical placement as detailed in the Assessment Requirements of the units of competency.

The skills in this qualification must be applied in accordance with Commonwealth and State/Territory legislation, Australian standards and industry codes of practice.

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

## National Course Entry Requirements

Entry requirements apply to this course: *NIL*

## 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.

There are no entry requirements for the HLT43021 Certificate IV in Allied Health Assistance qualification. However, the aged care and disability care sectors have specific requirements to ensure a safe environment for both clients and employees.

Students entering this qualification must obtain and provide the following documents within the first two months of enrolling into the qualification. Placement cannot be organised without these:

- WA National Police Clearance from Australia Post
- Working with Children's Check

**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 involve the following:**

- You are required to complete the LLN Robot Quiz and Course Ready Digital Quiz to enable the lecturer to gather information about your language, literacy, numeracy and digital literacy skills. You will be provided with a copy of your results including supplementary learning materials to support you in areas that need further development.
- You may choose to access to the Student hub including computers to enable you to access and complete the LLN Robot Quiz and Course Ready Quiz.

### **What happens after your LLND review**

After the LLND review, the Student Business Systems Team will inform you of the result and the best way forward which may include:

- Proceeding to enrolment
- Possible alternative learning options
- Any support that can be provided

### **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**

**Central Regional TAFE will provide the following resources for you to participate in this program:**

- Blackboard Learn (Online Learning Management System) where you will have access to learning and assessment materials for the duration of your enrolment..
- On enrolment, you will be provided with Blackboard login access to units which you are enrolled in. You will have 24/7 access to Blackboard. This is an online learning space that provides access to delivery materials, assessment tasks and learning modules designed to aid your learning.
- Microsoft 365 suite for the duration of your enrolment (Outlook, Word, Excel, PowerPoint, OneNote, Teams, OneDrive)
- Adobe
- Access to the library facilities (on site and online)
- Access to free Wi-Fi (on site)
- Access to Cibatek at the College (computers and printer) with free Wi-Fi.

## Online learning materials

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.

## Resources and equipment you need to bring

You must have access to either a computer/laptop or tablet with internet access for Blackboard for undertaking study at home.

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

Some courses may require you to provide additional resources such as Personal Protective Equipment (PPE) or uniforms. A list is provided below.

### Uniform:

Additional cost – these items are available from 'Totally Workwear Geraldton'.

#### [Totally Workwear Geraldton - Totally Workwear](#)

- Central Regional TAFE Polo Top – approximately \$40.00
- Closed in shoes
- Long black pants

Prior to students attending industry placement, the Central Regional TAFE lecturer needs to sight the following original documents:

- **NDIS screening check** – Approximate cost \$11  
<https://www.wa.gov.au/organisation/department-of-communities/ndis-worker-screening-check>

The NDIS Check is a national tool that helps NDIS providers determine that individuals seeking to work (or already working) in certain NDIS roles do not present an unacceptable risk of harm to people with disability.

- **National Police Clearance from WA Police**— required by all organisations.
  - Apply at the post office. \$59-\$69
  - Must not be older than 6 months prior to placement
  - **Criminal screening** may take up to 12 weeks from lodgment to be returned. You should submit your applications as soon as your enrolment is confirmed.

Students who present a criminal record with disclosable offences will need to make an appointment with the Course Coordinator. The course coordinator must inform clinical placement agencies where the student may be placed, of the criminal screening outcome. Clinical placement agencies will decide whether the student can attend the planned placement. If you cannot attend, the Course Coordinator will try to place the student at other clinical placement agencies, but this cannot be guaranteed.

- **Working With Children** check, *if* required by placement agency for students over 18 – approximate cost \$11-83
- **Immunisation Requirements:**

In addition, some placement agencies **may** require a medical assessment and the following documentation and evidence of immunisation status:

  - Tuberculosis
  - Hepatitis B
  - Mumps
  - Measles
  - Rubella
  - Varicella
  - MRSA screening
  - Evidence of **influenza immunisation** if required by placement agency

## Work Placement

Work Placement provides a practical opportunity for students to develop skills in real-life situations. Work placement is required for this course. To achieve this qualification, the student must have completed at least 120 hours of allied health assistance work, referred to as clinical placement, as detailed in the Assessment Requirements of the units of competency. There are two units of competency that include the 120-hour placement requirement:

- HLTAHA049 - Recognise impact of health conditions
- HLTAHA027 - Assist with an allied health program

### If you are currently working in industry

To qualify as workplace experience, your workplace needs to be in the Health Care sector and involve tasks that are relevant to the practical requirements of this course. This will be determined by your lecturer. You will be required to provide proof of your employment and hours worked by providing relevant pay slips.

### If you are currently not working in industry

Placement occurs at the end of the theory units and you can arrange this with your lecturer.

Shifts are Monday to Friday.

You may be required to attend different shifts at various times which will be agreed upon with your work placement provider.

You must arrange your own transport to placements. Please note your placement hours will be unpaid.

### Fitness to work

Students must be physically fit to perform physical duties associated with providing personal care and domestic support including but not limited to:

- Manual handling tasks such as hoisting and transferring
- Assisting with personal care tasks such as showering and feeding
- Assisting with domestic duties such as cleaning and making beds

Students may be asked to provide a medical clearance to support your application.

## Other Study Options

This course offers other study options (listed below) so you can choose the approach that best suits your needs. Please contact our Student Business Systems for information on the alternate delivery modes and/or study hours.

### Delivery mode – Self-paced external

For self-paced external study you can access the learning materials and assessments via Blackboard and/or provided by the lecturer and study at your own pace. However, you are responsible for planning your study and you must complete the learning and assessments by the required dates.

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](#).

## 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: Natalie Cole

Phone number: 9956 6152

Email: [Natalie.cole@crtafe.wa.edu.au](mailto:Natalie.cole@crtafe.wa.edu.au)

Building: H-Block

Availability: Monday to Friday by appointment only

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](mailto: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](http://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.

## **Timetable and Training Hours**

Work Placement is required as part of this program. This will involve 120 hours completed over 10 weeks. This is flexible depending on the needs of the student and workplace, and may be one of the following structures:

2 days per week at 6 hours per day = 12 hours/week

1.5 days per week at 8 hours + 4 hours = 12 hours/week

3 days per week at 4 hours per day = 12 hours/week

### **Overview of Training Hours and Assessment Methods**

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.

| 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 |
|---------|-------------|--|--------------|-----------|----------------|------------------------------------|------------------------|-------|------------|---------------------------------|-----------------|--------------------------------|
| Stage 1 | BSBMED301   | Interpret and apply medical terminology appropriately [AUK35]                    |              |           |                | 20.00                              |                        | 20.00 | 10.00      | Flexible/Online                 | Core            |                                |
|         | HLTINF006   | Apply basic principles and practices of infection prevention and control [OEI66] |              |           |                | 20.00                              |                        | 20.00 | 10.00      | Flexible/Online                 | Core            |                                |
|         | HLTWHS002   | Follow safe work practices for direct client care [WG739]                        |              |           |                | 20.00                              |                        | 20.00 | 10.00      | Flexible/Online                 | Core            |                                |
|         | BSBMED303   | Maintain patient records [AUI77]   |              |           |                | 20.00                              |                        | 20.00 | 10.00      | Flexible/Online                 | Elective        |                                |
| Stage 2 | HLTAHA027   | Assist with an allied health program [OEI74]                                     |              |           | 20.00          | 30.00                              |                        | 50.00 | 10.00      | Flexible/Online, Work Placement | Core            |                                |
|         | HLTAHA049   | Recognise impact of health conditions [OEI45]                                    |              |           | 20.00          | 30.00                              |                        | 50.00 | 10.00      | Flexible/Online, Work Placement | Core            |                                |
|         | CHCAGE007   | Recognise and report risk of falls [OEI07]                                       |              |           |                | 20.00                              |                        | 20.00 | 10.00      | Flexible/Online                 | Elective        |                                |
|         | CHCCCS002   | Assist with movement [AVC75]   |              |           |                | 20.00                              |                        | 20.00 | 10.00      | Flexible/Online                 | Elective        |                                |
| Stage 3 | CHCCCS020   | Respond effectively to behaviours of concern [AVC57]                             |              |           |                | 20.00                              |                        | 20.00 | 10.00      | Flexible/Online                 | Core            |                                |
|         | CHCCCS036   | Support relationships with carer and family [OEH37]                              |              |           |                | 20.00                              |                        | 20.00 | 10.00      | Flexible/Online                 | Core            |                                |
|         | CHCCCS038   | Facilitate the empowerment of people receiving support [OEH25]                   |              |           |                | 25.00                              |                        | 25.00 | 10.00      | Flexible/Online                 | Core            |                                |
|         | CHCDIV001   | Work with diverse people [AVC09]   |              |           |                | 20.00                              |                        | 20.00 | 10.00      | Flexible/Online                 | Core            |                                |
|         | HLTAHA047   | Engage with clinical supervision and delegation [OEI84]                          |              |           | 20.00          | 30.00                              |                        | 50.00 | 10.00      | Flexible/Online, Work Placement | Core            |                                |
| Stage 4 | HLTAHA028   | Deliver and monitor physical or manual therapy programs [OEI17]                  |              |           | 10.00          | 30.00                              |                        | 40.00 | 10.00      | Flexible/Online, Work Placement | Elective        |                                |
|         | HLTAHA032   | Support maintenance of functional status [OEI75]                                 |              |           | 10.00          | 30.00                              |                        | 40.00 | 10.00      | Flexible/Online, Work Placement | Elective        |                                |
|         | HLTAHA035   | Provide support in dysphagia management [OEI30]                                  |              |           | 10.00          | 30.00                              |                        | 40.00 | 10.00      | Flexible/Online, Work Placement | Elective        |                                |

|         |           |  |  |  |       |       |  |       |       |                                 |          |  |
|---------|-----------|--|--|--|-------|-------|--|-------|-------|---------------------------------|----------|--|
| Stage 4 | HLTAHA037 | Deliver and monitor a hydrotherapy program [OEI52] |  |  | 10.00 | 30.00 |  | 40.00 | 10.00 | Flexible/Online, Work Placement | Elective |  |
|         | HLTAHA038 | Support the use of orthoses or prostheses [OEI50]  |  |  | 20.00 | 20.00 |  | 40.00 | 10.00 | Flexible/Online, Work Placement | Elective |  |

### 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.



RTO: 52789

 1800 672 700

 [enquiries@crtafe.wa.edu.au](mailto:enquiries@crtafe.wa.edu.au)

 [centralregionaltafe.wa.edu.au](http://centralregionaltafe.wa.edu.au)



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