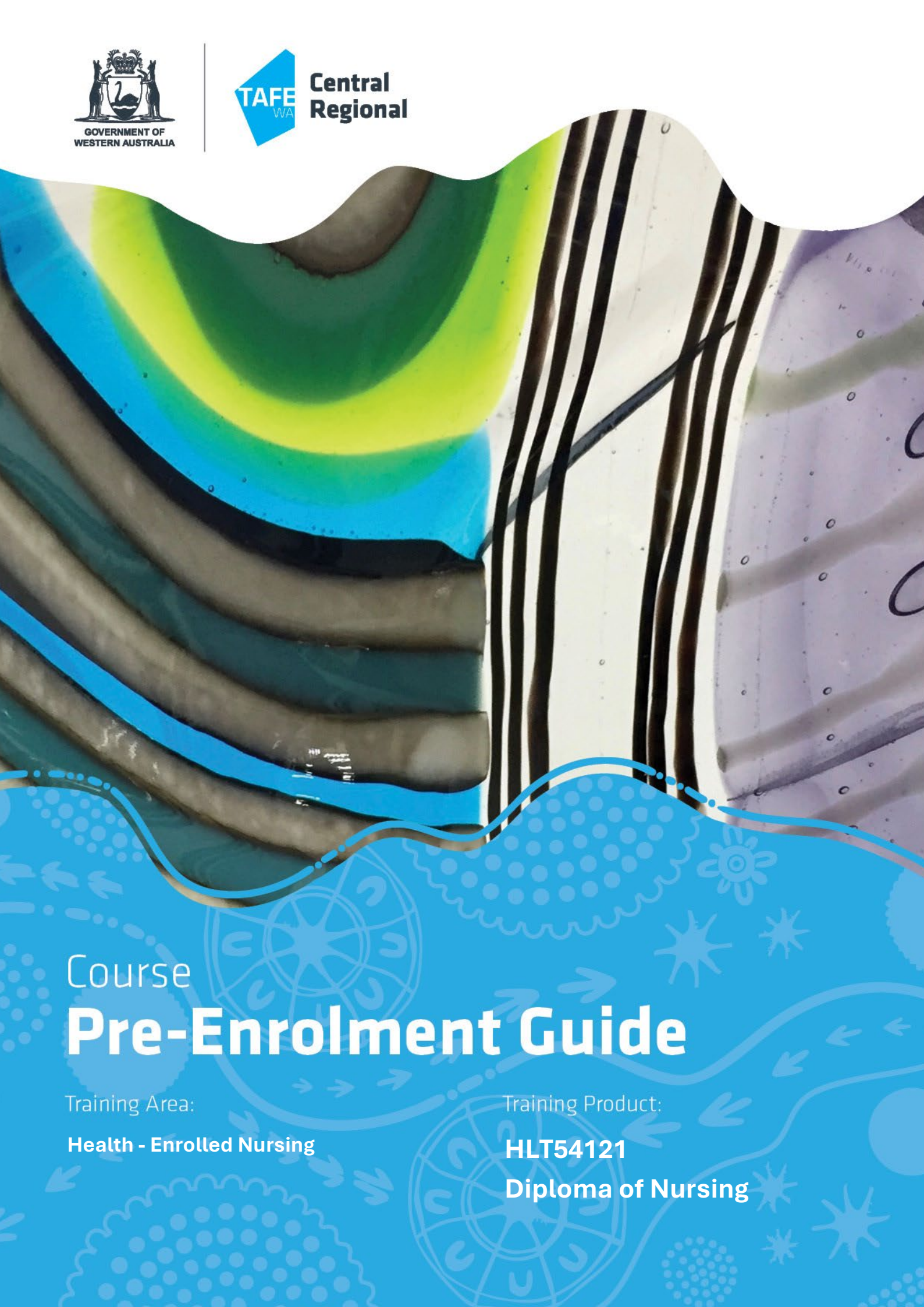




Course **Pre-Enrolment Guide**

Training Area:

Health - Enrolled Nursing

Training Product:

HLT54121

Diploma of Nursing

HLT54121 Diploma of Nursing

Release number	6
Required number of units for course completion	25
Course Duration	Full time – 18 months Part time – 36 months
Location/s	Kalgoorlie
Delivery mode	Face to Face - Requires you to attend classes on campus (in the classroom and the simulation clinical ward) and includes activities such as demonstrations, practice and feedback, discussions and group activities. In this course there is a requirement to undertake Clinical Placement that involves training and assessment in the workplace.

Course Description

This qualification reflects the role of an enrolled nurse working under the direct or indirect supervision of a registered nurse.

Enrolled nurses provide nursing care for people across the health care continuum and at all stages of life.

To be eligible to apply for registration as an enrolled nurse and to practice in Australia, individuals must complete a Diploma of Nursing program accredited by the Australian Nursing and Midwifery Accreditation Council (ANMAC) and approved as 'an approved program of study' by the Nursing and Midwifery Board of Australia (NMBA) in accordance with the Enrolled Nurse Accreditation Standards. To confirm the education provider holds the necessary accreditation check the Australian Health Practitioner Regulation Agency (AHPRA) at www.ahpra.gov.au.

The scope of practice for enrolled nurses is determined by legislative requirements and the policies and procedures of the employing organisation.

Course Considerations

To study and work in this field, you must be prepared to meet the following requirements:

Physical capability

- Stand and walk for extended periods during clinical placement
- Assist with manual handling tasks (e.g. repositioning, transferring patients, bending, squatting, kneeling, crouching, repetitive movements, carrying, reaching)
- Be able to grasp, push, turn and handle objects
- Perform repetitive tasks such as bed making and cleaning equipment
- Work in confined spaces (e.g. patient rooms, treatment areas)
- Push and manoeuvre equipment (e.g. beds, trolleys, wheelchairs)
- Have sufficient vision to safely perform the required range of skills
- Hear and differentiate sounds that may alert you of a problem (e.g. alarms, calls)
- Maintain physical stamina for shift work, including early, late, or night shifts

Emotional and mental requirements

- Cope with exposure to illness, injury, and end-of-life care
- Be willing to engage with sensitive topics (e.g. grief, trauma, mental health, abuse)
- Be able to remain calm and make decisions in stressful or emergency situations
- Develop emotional resilience when working with distressed, unwell, or challenging clients
- Be able to receive and respond to feedback in a professional manner
- Be able to manage personal stress, workload, and study commitments effectively

Environmental requirements

- Willingness to work in a variety of healthcare settings (e.g. hospitals, aged care, community)
- Willingness to work under the direct or indirect supervision of a registered nurse.
- Exposure to clinical environments with potential hazards (e.g. *infectious diseases, bodily fluids*)
- Be able to adhere to strict infection prevention and control procedures
- Work in environments with noise, interruptions, and fast-paced activity
- Follow workplace health and safety (WHS) policies and procedures
- Be able to listen actively and follow instructions
- Read and understand workplace documentation
- Write and record patient information and documentation
- Communicate and work in a team environment
- Flexibility to attend mandatory clinical placements, which may not be close to home

Cultural and social aspects

- Willingness to work closely and respectfully with people from diverse cultural backgrounds and all genders
- Provide care involving close physical contact with clients
- Respect patient dignity, privacy, and confidentiality at all times
- Be able to communicate effectively with clients, families, and healthcare teams
- Understand and respect cultural, spiritual, and individual care needs
- Demonstrate professional behaviour (e.g. punctuality, maintaining confidentiality and respect personal boundaries)

Thinking and understanding skills

- Be able to gather, understand, organise, recall and communicate information
- Use judgment / problem solving skills (e.g. to respond to immediate safety risks)
- Understand other people's perspectives/opinions and respect their choices
- Understand and use maths effectively (e.g. decimals, percentage, measurements, calculations, 24 hr clock)
- Maintain a sufficient level of concentration to complete an activity/task
- Be attentive in interaction with others (e.g. to identify risks, to identify changes)
- Perform tasks in a safe manner and within reasonable timeframes.

Course fees

For information about fees, refer to the Course Website.

[Courses | Central Regional Tafe](#)

VET Student Loan (VSL)

Central Regional TAFE students who meet the eligibility requirements and are enrolled in eligible Diploma or Advanced Diploma courses can apply for a VET Student Loan to assist with paying for study. VET Student Loans will not be approved for students who do not meet eligibility requirements. Information on VSLs can be found on the Central Regional TAFE website.

<https://www.centralregionaltafe.wa.edu.au/fees-and-payment-options/vet-student-loans>

Course Pathways

Pathways from this qualification:

Upon successful completion of this qualification students may be eligible for:

- Registration with the Nursing and Midwifery Board of Australia as an Enrolled Nurse
- May access tertiary nursing programs upon application
- Employment within the health and allied health sector across Australia.
- Entry into HLT64121 Advanced Diploma of Nursing

Exit points:

Should a learner not be able to complete all the units of competency required they will be issued a Record of Achievement or a Statement of Attainment for the individual units for which they have been assessed as competent.

Upon successful completion of the full course the learner will be awarded with the Certificate.

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

National/State Course Entry Requirements

There are no entry requirements for this qualification.

To be eligible to apply for registration as an enrolled nurse and to practice in Australia, individuals must complete a Diploma of Nursing program accredited by the Australian Nursing and Midwifery Accreditation Council (ANMAC) and approved as 'an approved program of study' by the Nursing and Midwifery Board of Australia (NMBA) in accordance with the Enrolled Nurse Accreditation Standards. To confirm the education provider holds the necessary accreditation check the Australian Health Practitioner Regulation Agency (AHPRA) at www.ahpra.gov.au.

The scope of practice for enrolled nurses is determined by legislative requirements and the policies and procedures of the employing organisation.

WACHS clinical placement requirements

- Yearly refresher of HLTAID009 - Provide cardiopulmonary resuscitation (to be undertaken at the student's own expense)
- PPE Training (provided by CRTAFE, no cost to student)
- Screening for TB and MRSA annually (to be undertaken at the student's own expense)
- Once only, sign the Student Undertaking/Confidentiality

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.

Language, Literacy, Numeracy and Digital (LLND) Requirements

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 courses may be better suited to you at this time.

For this course, the method of LLND review will be:

Students will sit the LLN Robot VSL assessment (VET Student Loan). This assessment tool is designed to provide CRTAFE with a clear indication of Language, Literacy and Numeracy skills. Students must exit at a level 3 to be eligible to access funding for diploma courses and above.

The test will be scheduled at each campus at dates and times to suit each location. This assessment will be conducted on campus under supervision of Central Regional TAFE staff. Students must provide photographic identification when presenting to complete assessment. The report generated by the LLN Robot will indicate the exit level of the candidate. Students must achieve an ACSF exit level 3 to be eligible for enrolment.

What happens after your LLND review

You will be informed of the result and the best way forward which may include:

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

Note: If individuals have applied before, and if they have previously been offered a place, they will need to apply again as the application process has changed to meet the requirements of the Nursing and Midwifery Board of Australia (NMBA) and to ensure that anyone who completes the Diploma of Enrolled Nursing course is eligible to apply to be registered as an Enrolled Nurse

Orientation

Students who are accepted into the course must attend the orientation day on campus on enrolment.

Learning resources and equipment you need to bring

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

- Stationery
- Access to a computer/laptop (for out of class online study)
- Access to internet (for out of class online study)

Uniform

- Uniforms consist of scrub tops and scrub pants. Two sets of uniforms are included in the resource fees for the course.
- Additional sets can be purchased at the students expense.

Additional costs that you will incur:

- Enclosed, non-slip shoes in black.
- Nursing Fob watch
- Name Badge
- Stethoscope
- Aneroid Sphygmomanometer (Please note you will need to buy an aneroid sphygmomanometer NOT an electronic one).

*Please note you may be able to buy a Stethoscope and Aneroid Sphygmomanometer bundle for a reduced price.

Try www.enurse.com.au for nursing bundles.

Textbooks you must buy

Note: Books can be purchased from a variety of outlets and online.

Please ensure you purchase the most current edition from the supplier. If you are unsure, check with your lecturer before purchasing.

Essential prescribed textbooks

Title: Taberner's Nursing Care, 9th Edition (2025)

Publisher: Elsevier

Author: Gabrielle Koutoukidis, Kate Stainton and Jodie Hughson

ISBN: 9780729544757

Title: Essential Enrolled Nursing Skills for Person-Centred Care workbook (2020)

Publisher: Elsevier

Author: Gabrielle Koutoukidis and Kate Stainton

ISBN: 9780729543309

Title: Memmler's the Human Body in Health and Disease 14th Edition (2019)

Publisher: Wolters Kluwer

Author: Barbara Janson Cohen and Kerry L Hull

ISBN 9781496380500

Recommended textbooks

Title: Foundations of Nursing Enrolled Nurses 2nd Edition (2023)

Publisher: Cengage Learning Australia Pty Limited

Author: Lois Elaine White, Gena Duncan, Wendy Baumie, Susie Gray and Leanne Ferris

ISBN: 9780170460408

Title: Essentials of Human Anatomy and Physiology 13th Edition (2024)

Publisher: Pearson Education Limited

Author: Elaine N Marieb and Suzanne M Keller

ISBN: 9780137375561

Title: Mosby's Medical Dictionary, 11th Edition (2021)

Publisher: Elsevier

Author: Mosby

ISBN: 9780323639149

Title: Kozier & Erb's Fundamentals of Nursing Vols 1-3 (Aus.) 14th Edition (2020)

Publisher: Pearson Australia

Author: Audrey Berman, Shirlee Snyder, Geralyn Frandsen

ISBN: 9781292359793

Title: McKenna's Drug Handbook for Nursing and Midwifery, Australia and New Zealand 9th Edition (2021).

Publisher: Wolters Kluwer

Author: Lisa McKenna and Sanja Mirkov

ISBN: 9781925058130

Title: Law for Nurses and Midwives, 10th Edition (2024)
 Publisher: Elsevier
 Author: Patricia Staunton and Mary Chiarella
 ISBN: 9780729544702

Title: Clinical Dosage Calculations 4th Edition (2024)
 Publisher: Cengage
 Author: Vanessa Brotto, Kate Rafferty
 ISBN: 9780170471947

Title: Wound Care Manual 8th Edition (2023)
 Publisher: Silver Chain Nursing Association Incorporated
 Author: Keryln Carville
 ISBN: 9780958736978

Title: Pharmacology in Nursing 4th Edition (2020)
 Publisher: Cengage Learning Australia
 Author: Bonita Broyles, Barry Reiss, Gayle McKenzie, Susan Pleunik, Rachel Page, Mary E. Evans
 ISBN: 9780170458788

Other relevant reference texts available for student use in the library

- Law for Nurses and Midwives 10th edition
- MIMS online
- Elsevier EVOLVE on-line (videos)
- Library data bases (Cochrane, CINAHL, ProQuest)
- Joanna Briggs Institute Evidence -Based Practice Resources (EBP)
- Anatomy TV
- IntelliLearn
- Kanopy library resources – online videos
- Essential Clinical Skills: Enrolled Nurses. (2021). Tollefson et al., 5th ed. Cengage

Simulated Ward

You will have access to the simulated ward with fully functioning industry standard equipment, materials and resources for skills demonstration, practice and assessment.

Online learning resources

Central Regional TAFE will provide the following resources for you to participate in this program. This will be made available at enrolment and for the duration of your enrolment.

- Online Learning Management System (LMS) where you will have access to learning and assessment materials for the duration of your enrolment..
- On enrolment, you will be provided with login access to units which you are enrolled in.
- You will have 24/7 access to the LMS. 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 Cyber Centre at the College (computers and printer) with free Wi-Fi.

- Access to PebblePad (digital learning and assessment platform) for Clinical Placement.

Clinical Placement

Clinical placement provides a practical opportunity for students to develop skills in real-life situations.

Students must complete 400 hours of clinical placement to complete the qualification to meet the requirements of ANMAC (Australian Nursing and Midwifery Accreditation Council).

- Stage 1 – 80 hours of placement
- Stage 2 – 160 hours of placement (120 hours acute, 40 hours primary health)
- Stage 3 – 160 hours of placement (80 hours acute, 40 hours mental health, 40 hours palliative)

This clinical placement will occur in acute and aged care facilities in the Goldfields, Midwest and Perth Metropolitan regions.

Clinical Facilitators are employed by Central Regional TAFE to supervise students undertaking clinical placement. Often, the Clinical Facilitators are Nurse lecturers who are involved in teaching theoretical units within the program. Students work with staff (preceptors) from each agency during rostered shifts to support their learning and skill development in the workplace. Preceptors liaise with the clinical facilitators regarding the students' progress on clinical placement to assist clinical facilitators in making assessment decisions.

Your lecturer will organise your clinical placement and will consult with you to ensure the location and arrangements are accessible and suitable to your individual needs.

Note:

Students must turn 18 prior to commencement of their first clinical placement.

Students will need to be available to attend clinical placements during term breaks.

Students are responsible for arranging their own travel to and from their work placement.

Students are not permitted to organise their own placement arrangements or clinical placement make-up time.

Clearances required for Diploma of Nursing

All students enrolled in the HLT54121 Diploma of Nursing course at Central Regional TAFE, are required under contractual agreements to submit proof of the mandatory health and legal clearances before undertaking clinical placement.

These include:

- National Police Clearance
- Working with Children Check
- Health Department Criminal Clearance
- NDIS Worker Clearance Check
- Health Assessment by a General Practitioner
- Students must carry the original documents and cards with them on clinical placement.

Immunisation (or evidence of immunisation and immunity) to the following:

- Tuberculosis
- Tetanus
- Diphtheria
- Pertussis
- Mumps

- Measles
- Varicella
- Rubella
- MRSA
- Influenza

Hepatitis B - You must produce evidence of at least two vaccinations to proceed to Stage 1 practical placement. Evidence of the third vaccination followed by a blood test which determines level of immunity must be received before Stage 2 practical placement. Failure to produce evidence will result in exclusion from practical placement. In the event of non-sero conversion you will be required to see the coordinator to discuss options.

Vaccination costs will depend on individual circumstances included funding eligibility and previous vaccination history or immunity.

Note: You will need to pay for the costs associated with clearances and immunisation. Exact costs are not provided as this will vary between facilities or providers that you choose to use.

Criminal Screening

Students are required to obtain a Department of Health Criminal Record Clearance, National Police Clearance and Working with Children's Check (once 18 years old), **prior to commencement of clinical placement.**

Criminal screening may take up to 12 weeks from lodgement to be returned. You should submit your applications as soon as your enrolment is confirmed.

All documentation for the Working with Children's Check (WWCC) is available from Australia Post outlets and new applications must be submitted at an Australia Post outlet. Renewal of existing WWCC can be done online.

All documentation for a National Police Clearance can be obtained from an Australia Post outlet. Obtaining a National Police Clearance is also available from: [Apply for a National Police Certificate | Western Australian Government](#). There are several other sites offering Police clearances, only use this link to obtain your National Police clearance. All costs and organisation of these clearances are met by the student.

NDIS Worker Screening is also required. Information is available from the WA Government website: [NDIS Worker Screening](#)

Documentation for the Department of Health Criminal Record Clearance will be given to you on enrolment. **It is the responsibility of the student to organise this clearance and meet all associated costs.**

If you obtain the National Police Clearance first (or have one that is less than 12 months old) first and attach a copy to the Department of Health Criminal Record Clearance application the fee is waived.

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

Criminal screening will be conducted by AHPRA on behalf of the NMBA when the student has completed the Diploma of Nursing course and applies for initial registration. More information can be found at:

<http://www.nursingmidwiferyboard.gov.au/Registration-Standards/Criminal-history.aspx>

Failure to complete the medical, immunisation or criminal clearance requirements and submit them to the Nursing Practicum Coordinator and clinical agency where necessary will result in the students being excluded from clinical placement.

Practical Placement Costs

Students are required to pay for the cost of the health and legal screening requirements as indicated above.

Students must submit proof of the mandatory health and legal clearances before undertaking clinical placement. Students will not be able to attend the placement if these requirements are not met.

Students will be required to participate in a clinical placement in a Metropolitan area to gain mental health experience and meet course requirements. Other regional area placements may occur throughout the course. All costs associated with these placements are the responsibility of the student. These costs may include, but are not limited to, transportation, accommodation, parking, and meals.

First Aid

The Health industry recognises the importance of obtaining the current unit (HLTAID011 Provide first aid) to assist in gaining employment in this industry area.

If you already hold a current HLTAID011 Provide first aid provide a copy of your Statement of Attainment and Credit for this unit will be applied. **DO NOT TICK THIS UNIT ON YOUR ENROLMENT FORM.** Your statement of attainment must be valid (3 years from issue) for the duration of your course

Licensing/Registration Requirements that Apply on Completion

This qualification may contribute to the Nursing and Midwifery Board of Australia's (NMBA) registration requirements to practice as an enrolled nurse.

Timetable and Training Hours

The timetable provided helps you plan your week and understand your study commitments. The timetable shows which days and times you need to attend training. It helps you plan ahead and manage your participation (see last page)

Assessment Methods

- 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.

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.

Further information

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

Contacts:

Portfolio Name: Health and Care Services (HCS)

Coordinator: Rehana Narayan

Phone number: 08 90886860

Email: Rehana.Narayan@crtafe.wa.edu.au

Building: Nursing Block

Availability: Mondays to Fridays 9am to 4pm

Alternatively, you may contact the college on 1800 672 700

Or enquire via our website enquiry form [here](#):

Course Nat ID & Title:	KAL HLT54121 Diploma of Nursing	Name of Group: Stage 1	Delivery Period:	
Orientation Monday 20 th July		Placement Commences 2 nd November Week	School Holidays 28/9-11/10	
Monday	Tuesday	Wednesday	Thursday	Friday
HLTENN041 -Apply legal and Ethical Parameters to Nursing Practice (35hrs) Dates: 27/7-26/10 Time:0900-1200hrs Lecturer: Abbie	HLTAAP002 Confirm physical health status(23hrs) Dates 28/7-22/9 Time:0900-1200hrs Lecturer Abbie	HLTENN045 Implement and monitor care for the older person(37hrs) Dates 29/7-28/10 Time 0900-1200hrs Lecturer Emma	HLTENN036 Apply Communication skills in nursing practice (20hrs) Dates 30/7-17/9 Time 0900-1200hrs Lecturer Brenda	HLTENN038 Implement, Monitor and evaluate Nursing care plans (60hrs) Dates 31/7-25/9 16/10 Time 0900-1200hrs Lecturer Emma
			HLTWHS002 Follow safe work practices for direct client care (15hr) Dates 24/9-5/11 Time 0900-1200hrs Lecturer Brenda	
HLTWHS006 Manage personal stressors in the work environment (23hrs) Dates Time 1300-1600hrs Lecturer To be confirmed	CHCDIV002 Promote Aboriginal and Torres Strait Islander cultural safety (23hrs) Dates 28/7-15/9 Time 1300-1600hrs Lecturer Abbie	HLTINF006 Apply basic principles and practices of infection prevention and control (23) Dates Time1300-1600hrs. Lecturer To be confirmed		HLTENN038 Implement, Monitor and evaluate Nursing care plans (60hrs) Dates 31/7-25/9 16/10 Time 1200-1600hrs Lecturer Emma

Course Nat ID & Title:	KAL HLT54121 Diploma of Nursing	Name of Group: Stage 2	Delivery Period:	SEMESTER 2 2026
	Placement commences 19/10/26	School holidays 28/9-11/10		

Monday	Tuesday	Wednesday	Thursday	Friday
HLTENN040 Administer and monitor medicines and intravenous therapy (100hrs) Dates 20/7-21/9 60HRS 12/10-30/11 Time 0830-1200hrs Lecturer Brenda	HLTENN037 Perform clinical assessment and contribute to planning nursing care (60hrs) Dates 21/7-21/9 Time 0900-1200hrs Lecturer Brenda	HLTAAP003 Analyse and respond to client health information (40hrs) Lecturer To be confirmed	HLTENN044 Implement and monitor care for a person with chronic health condition (60hrs) Dates 23/7-24/9 Time 0900-1200 Lecturer To be confirmed	CHCDIV001 Work with diverse people (16hrs) Lecturer To be confirmed
HLTENN040 Administer and monitor medicines and intravenous therapy (100hrs) Dates 20/7-21/9 12/10-30/11 Time 1300-1630hrs Lecturer Brenda	HLTENN037 Perform clinical assessment and contribute to planning nursing care (60hrs) Dates 21/7-21/9 Time 1300-1600hrs Lecturer Brenda	HLTENN039 Apply principles of wound management (35) Dates 4/2/26-13/5/26 Time 1300-1600hrs Lecturer Emma	HLTENN044 Implement and monitor care for a person with chronic health condition (60hrs) Dates 23/7-24/9 Time 1300-1600hrs Lecturer To be confirmed	HLTENN047 Apply nursing practice in the primary health care setting (35hrs) Lecturer To be confirmed
				HTENN035 Practice nursing within the Australian health care system (20hrs) Lecturer To be confirmed

Course Nat ID & Title:	KAL HLT54121 Diploma of Nursing School holidays 28/9-11/10	Name of Group: Stage 3	Delivery Period:	SEMESTER 2 2026
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Monday	Tuesday	Wednesday	Thursday	Friday
	HLTENN040 Administer and monitor medicines and intravenous therapy (45hrs) Time 0900-1200 Dates 21/7-22/9 13/10-3/11 Lecturer Emma	BSBPEF402 Develop personal work priorities (23) Dates 22/7-9/9 Lecturer Abbie	HLTENN043 Implement and monitor care for a person with acute health problems (73hrs) Dates 23/7/26-24/6 15/10-29/10 Time 0900-1200hrs Lecturer Abbie	CHCPOL003 Research and apply evidence to practices (25hrs) Dates Lecturer To be confirmed
HLTENN042 Implement and monitor care for a person with mental health conditions (35hrs) Dates 20/7-21/9 12/10-26/10 Time 1300-1600hrs Lecturer Abbie	HLTENN057 Contribute to the nursing care of a person with diabetes (35hrs) Dates 21/7-22/9 13/10-20/10 Lecturer Emma		HLTENN043 Implement and monitor care for a person with acute health problems (73hrs) Dates 23/7/26-24/6 15/10-29/10 Time 1300-1600hrs Lecturer Abbie	HLTENN068 Provide end of life care and a palliative approach in nursing practice (40hrs) Dates Lecturer To be confirmed



**Central
Regional**

RTO: 52789



1800 672 700



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