



OPEN TRAINING AND  
EDUCATION NETWORK

# AUDIOMETRIC ASSESSMENT CERTIFICATE IV \*NRT

National code: HLT41307 Training package: HLT07  
TAFE NSW number: 18272

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## Overview

At the completion of this qualification, students will be able to screen for and assess hearing impairment, and to take appropriate action based on the test results. Such actions could include referral for further audiological or medical assessment and working with clients and their carers in hearing health education programs.

Areas covered in this qualification include anatomy and physiology of hearing, hearing testing, infection control, occupational health and safety, confidentiality and ethics, how to work independently, and how to work effectively with cultural diversity.

\*NRT – Nationally Recognised Training - this indicates that the course is an accredited course and is nationally recognised.

## Vocational outcomes

With this qualification you will be able to apply for jobs as an Audiometrist in hearing health facilities, such as, ear, nose and throat specialist clinics, audiology or audiometry practices, community and area health facilities or industrial settings.

## Entry requirements

Applicants must be 18 years old, have completed year 12 (or an equivalent statement from another educational authority) and have access to a suitable placement for clinical work that is supervised by an appropriately qualified person (see below).

**Note:** Confirmation of your enrolment can only occur after OTEN has confirmed the suitability of your placement and supervisor.

## Audiometry placement and supervision

To see a suitable placement you might contact:

- Hearing health or hearing aid practices in your town
- Audiometrist and audiologists from the yellow pages.

Requirements of a supervisor:

Supervisors may be audiologists who are eligible for full membership of the Audiological Society of Australia (ASA) with a current Certificate of Clinical Practice (CCP), or suitably qualified audiometrists working in community health centres.

Applicant Responsibilities in Clinical Placement:

For your awareness, if you are on clinical placement in a public or private facility you may be requested to undergo occupational screening and be vaccinated against infectious diseases.

It is your responsibility to meet the requirements of compulsory clinical placement in terms of cost, travel, accommodation, as well as other clinical placement requirements such as criminal record check and immunisation.

Course applications will be assessed against the following criteria:

1. a suitable supervisor has signed the supervisor's section (Section 3).
2. All students are required to complete and submit attached forms:

***Certificate IV in Audiometric Assessment Employer/Supervisor Statement, Student Declaration Form and Prohibited Employment Declaration Form.***

## The TAFE NSW fee and charges

The **annual** TAFE NSW fee and the full OTEN Student Materials and Handling Charge apply when enrolling or re-enrolling with OTEN before 31 May 2009.

<b><i>Annual TAFE NSW fee</i></b>	<b><i>\$912</i></b>
<b><i>OTEN Student Materials and Handling Charge</i></b>	<b><i>\$50</i></b>

You may choose to pay the 2009 annual TAFE NSW fee in two **equal** instalments. The first instalment and the full OTEN Student Materials and Handling Charge are paid on enrolment. TAFE NSW will send you an invoice for payment of the second instalment, which **must** be paid by 31 May 2009. This instalment must be paid regardless of the month you enrol. If you hand in all assignments, complete all tests and sit for any exams prior to 28 June 2009, you will not need to pay the second instalment.

If you enrol after 31 May 2009, you need to pay the mid-year rate for the TAFE NSW fee of \$456 plus the full OTEN Student Materials and Handling Charge.

Irrespective of the date you enrol, if you have not finished all of your units to complete your qualification by 15 November, you will need to re-enrol and pay the TAFE NSW fee and the OTEN Student Materials and Handling Charge again.

### Other associated costs:

There are two (2) compulsory residential and/or practical components as part of this course. You will be required to pay these costs in addition to your payment of the TAFE NSW fee and the OTEN Student Materials and Handling Charge.

Please contact the Audiometry teaching section for further information.

If you are a Temporary Visa Holder and you are eligible to enrol, you may need to pay additional tuition fees depending on your visa subclass number. Go to our website [www.tafensw.edu.au/oten](http://www.tafensw.edu.au/oten) for more information or phone Course Information on (02) 9715 8333 or 1300 362 346.

This qualification is suitable for study if you reside overseas. However if you are not an Australian citizen or Australian permanent resident, you will need to pay commercial fees. Details of fees for international students are available in our website at [www.tafensw.edu.au/oten](http://www.tafensw.edu.au/oten).

## Duration

This qualification has a duration of 475 nominal hours.

In general students need to complete this qualification within two years. However, students can complete with OTEN in less than the completion time above.

Most OTEN students would find that they have to do extra hours of study for this qualification due to the nature of distance education.

An extension to the OTEN completion time may be available in special circumstances. Students will need to apply in writing to their teaching section.

## Centrelink

Some students may be eligible for financial assistance to study from Centrelink. Applications for assistance are assessed by Centrelink, so you should contact your nearest Centrelink office to discuss your eligibility.

If you receive a Centrelink student payment to study, you are expected to **complete** your qualification within the **time allocated by Centrelink**. This time may be less than the time OTEN allows. You are also required to show consistent and regular **progress** through your course, and complete units/modules regularly throughout your enrolment. If not, you may incur a Centrelink debt which you will have to repay.

## Conditions of enrolment

It is a condition of your enrolment with OTEN that you actively participate in your studies.

Active participation is submitting assignments, attending practical sessions if applicable, sitting exams or tests, submitting an application for recognition of prior learning, accessing unit support pages on the Online Learning Support (OLS) website, completing units of competency or making satisfactory progress in learner support.

**If you do not participate in your studies, future enrolment applications may be declined.**

## Prohibited Employment Declaration

A Prohibited Employment Declaration must be signed by students in courses where contact will be made with children, young people and older people.

To prepare for this possibility we have attached a Prohibited Employment Declaration form to this Course Information Leaflet for you to complete and attach to your application. Students who are unsure whether their past behaviour would prevent them from fully participating in a course or affect their employment options can discuss the matter with a member of TAFE NSW Counselling and Careers Service Staff. The OTEN Counselling & Careers Service can be contacted on ph: (02) 9715 8446 or 1300 655 993. In some circumstances you may be required to sign a consent form for a criminal record check and to pay for the check to be carried out.

## Structure

There are 11 units in this qualification, 8 core and 3 elective. All of the core units are compulsory.

To complete this qualification the units must be completed within the defined duration. You will need to plan your study to ensure you progressively enrol and complete all required units within this time.

The qualification is completed by:

- studying at home at your own pace
- assignment work which you send in to us for comment and assessment
- attendance at two residential schools
- attendance at compulsory on the job training of approximately 100 hours (duration)

The residential schools will be held at OTEN 51 Wentworth Road, Strathfield NSW 2135. You will be required to attend one 4-day residential after a minimum of 3 months clinical observation and one 2-day residential when all assessment tasks are completed. Please note that each of residential sessions will incur an extra cost. You must also complete a First Aid Certificate which is available through OTEN.

All of the units needed to complete this course are available through OTEN.

The qualification may be granted after the completion of all units.

You can request additional units be added to your current enrolment for your course, up until September this academic year, as you progressively complete the units you are initially enrolled into.

This qualification also has electives not offered by OTEN. Contact the teaching section for further information.

The course is delivered to enable learners to satisfy the requirements for the qualification by completing the following groups of units:

### Core units

<i>Unit of Competence</i>	<i>Name</i>	<i>Hrs</i>
HLTHIR301A	Communicate and work effectively in health	20
HLTOHS300A	Contribute to OHS processes	20
HLTAU402B	Conduct screening hearing tests for industrial hearing loss	45
HLTAU403B	Conduct hearing assessments	160
CHCHPROM1A	Share health information	40
HLTAP401A	Confirm physical health status	55
HLTIN301A	Comply with infection control policies and procedures in health work	25
HLTFA301B	Apply first aid	15

## Elective units

The 4 units listed below are the elective units offered by OTEN. Completing any 3 of these electives and the 8 core units the student will have fulfilled the requirements of study to attain this qualification.

<b>Unit of Competence</b>	<b>Name</b>	<b>Hrs</b>
BSBCM302A	Organise personal work priorities and development	20
HLTAU501B	Conduct screening hearing tests for children	60
HLTHIR403B	Work effectively with culturally diverse clients and co-workers	20
BSBCM310A	Deliver and monitor a service to customers	20

## Recognition

TAFE NSW provides a means of assessing and recognising your previous learning and current work experience relevant to the course you wish to study, so you may avoid repeating what you already know.

For information on Recognition, including instructions on how to apply, visit [www.tafensw.edu.au/oten](http://www.tafensw.edu.au/oten) and follow the Recognition link, or contact our **Recognition Helpdesk**.

- Ph: (02) 9715 8486 or 1300 362 165
- Email: [oten.recognitionhelp@tafensw.edu.au](mailto:oten.recognitionhelp@tafensw.edu.au)

**Please note:** Some industries have their own legislative or licensing requirements. TAFE NSW recognition does not apply to these.

## Embedded qualifications

This course does not have embedded qualifications.

## Learning materials

OTEN will provide learning materials in this qualification in the form of:

- Printed lesson notes

Student Services, OTEN  
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This information leaflet is correct at the time of printing, check the website [www.tafensw.edu.au/oten](http://www.tafensw.edu.au/oten) for the latest information.

- 3 CDs

Additional reference materials are listed in your learning materials.

## Assessment

Assessment for this qualification is by:

- assignment work which you should send in to us on a regular basis
- one practical assessment
- participation at two residential schools and an end of course examination block
- on-the-job training and assessment

You will receive more information about assessment in the Assessment Guide for each unit after enrolment.

## Refunds

**Please enrol carefully, as refunds are only granted in exceptional circumstances.** Refer to the OTEN Course and Career Guide for more information or the OTEN website [www.tafensw.edu.au/oten](http://www.tafensw.edu.au/oten).

## For further assistance

The Counselling and Careers Service at OTEN may be able to help you to:

- clarify your career or educational goals
- choose an appropriate course (or courses) to achieve these goals.

Contact Counselling and Careers on  
Ph: (02) 9715 8446 or 1300 655 993  
Email: [oten.counselling@tafensw.edu.au](mailto:oten.counselling@tafensw.edu.au)

OTEN also provides assistance through the:

- Disabilities Unit Ph: 1300 362 890
- OTEN Aboriginal Education and Training Unit Ph: 1300 362 890
- Multicultural Education and Support Unit Ph: 1800 637 535.

## To apply to enrol

It is important to read this Course Information Leaflet carefully, as well as the OTEN Course and Career Guide, and complete the following attachments:

OTEN enrolment application form, *Certificate IV in Audiometry Employer/Supervisor Statement, Student Declaration Form and Prohibited Declaration Form.*

Attach your payment by cheque or money order (payable to OTEN), or include your credit card details to pay the TAFE NSW fee, the OTEN Student Materials and Handling Charge and any other associated course costs and send to:

OTEN Locked Bag 2012  
Strathfield NSW 2135

For security reasons we do not accept cash.

If you are paying by credit card and have **no other documentation** to send to OTEN, you may be able to apply to enrol online. Visit [www.tafensw.edu.au/oten](http://www.tafensw.edu.au/oten).

## Enquiries

For further information on this course, call **Health Services - Audiometry teaching section**

Ph: (02) 9715 8366 or 1300 652 947  
Email: [oten.health@tafensw.edu.au](mailto:oten.health@tafensw.edu.au)

## Course information

Ph: (02) 9715 8333 or 1300 362 346  
Fax: (02) 9715 8445  
E-mail: [oten.courseinfo@tafensw.edu.au](mailto:oten.courseinfo@tafensw.edu.au)

Enrolment into most courses is open until early August. However, courses may be closed before this date if places are filled. For the latest information on course availability visit the OTEN website [www.tafensw.edu.au/oten](http://www.tafensw.edu.au/oten).

### OTEN

51 Wentworth Rd  
Strathfield NSW 2135