

CERTIFICATE IV IN HEALTH NURSING (HLT43407)

INFORMATION ABOUT TRAINEESHIPS 2010

INFORMATION ABOUT 2010 PROGRAM

Mayfield Education is offering its first intake of the Nursing program for 2010 commencing on 12 April 2010.

An initial time commitment of two weeks is expected. The theory will then be one day per week over an approximate two year period. (Wednesday).

Classes are generally from 8.00 or 8.30am until approximately 5.00p.m.

Classes are held at Mayfield Education, Caulfield Campus. We are located at The Alfred Caulfield (Caulfield General Medical Centre), 260-294 Kooyong Road, Caulfield 3162.

You will also be expected to work at least one shift per week at an appropriate aged care facility.

After successful completion of the course, you will be eligible to receive a nationally accredited Certificate IV certificate and registration as a Division 2 Nurse with the Nurses Board of Victoria. You will be medication endorsed.

Further information about the course content can be accessed from www.mayfield.edu.au

DIFFERENT TYPES OF TRAINEESHIPS

In 2010 Mayfield will be offering Victorian State Government Funded Traineeships. However, not everyone is eligible for these, dependant on individual circumstances. Below is a brief overview of the different types of traineeships and their eligibility criteria.

VICTORIAN STATE GOVERNMENT FUNDED TRAINEESHIP / FEES

No doubt, this is the type of traineeship that most people want access to. The main benefit to the trainee is a significant reduction in the tuition fee. It is expected that the tuition fee will be paid prior to commencing training.

If a student enrolls in a Victorian State Government Funded Traineeship the maximum that can be charged per calendar year is \$903.00. This is based on how many hours are

delivered in that particular year (i.e. April 2010 until December 2010). The second year tuition will be invoiced in January 2011.

Important: If you receive any government assistance, such as a low income or disability pension you are entitled to a tuition fee reduction. This would take your tuition fee to \$57.00 per calendar year.

Your employer also receives a financial incentive for employing a trainee.

For the 2010 calendar year, the tuition fee for Nursing will be \$490.46 for a trainee who is not in receipt of an allowance from the government. There are also additional fees as listed on page 3.

FEE FOR SERVICE TRAINEESHIP

This type of traineeship is available to people who do not meet eligibility requirements for a funded traineeship. The traineeship fee is approximately \$12,810.00. Please contact Student Services at Mayfield for further information.

ELIGIBILITY CRITERIA

VICTORIAN STATE GOVERNMENT FUNDED TRAINEESHIPS

To be eligible for a funded traineeship, applicants must meet the following criteria:

- No qualification higher than a Certificate II obtained in the last seven years.*
- If already working at an appropriate aged care facility, you **cannot have been employed** for more than 3 months full time or 12 months part time.
- If not employed at time of application, must be employed in an appropriate aged care facility by the commencement of the program.
- Must be a resident of Victoria.
- Must be a permanent resident or citizen of Australia.

You will be asked to provide proof of Australian Citizenship or Residency at the time of enrolment.

If you have an overseas qualification that has not been assessed or recognised in Australia, it will not be taken into account.

*If you have a Certificate III or IV obtained in the last seven years, as an individual you are still eligible to obtain a Victorian State Government Funded Position. Unfortunately, any prospective employer will not have access to any financial incentive.

AM I PAID A SALARY WHILST WORKING AS A TRAINEE?

Yes, you do earn a wage. For further information, please visit Wagenet or contact an Australian Apprenticeship Centre.

MISCELLANEOUS COSTS

In addition to your tuition fees, there are other costs associated with commencing the program. You will need to ensure you are adequately financially prepared for these.

Materials Fee: \$350.00 payable with your tuition fee

Uniform Costs: \$90.00 (approx) payable directly to the uniform retailers*

Book Costs: \$750.00 (approx) payable directly to the bookseller*

Nursing Calculations CD: \$30.45 payable directly to the bookseller*

*The exact fee will be advised in 2010 after direction from the suppliers.

SELECTION PROCESS AND CRITERIA

You will need to undertake a Language Literacy & Numeracy Test as part of the selection process.

Mayfield uses its own test to evaluate applicants. Testing is held at our Caulfield Campus.

Dates for the next information and testing session are:

Friday 10 December 2010 at 0900

Further sessions will be scheduled dependant on demand.

There is a cost of \$25.00 to sit this test which is paid to Mayfield, Student Services prior to sitting the test. Student Services can be contacted on (03)9882 7644.

Please ensure you allow at least 3 -4 hours at Mayfield on these days.

Mayfield does accept VETASSESS results which are no more than three months old. However, you are still required to come to an information session and also be interviewed.

There is a sample test on the Mayfield website. We strongly advise doing this test to help you prepare.

CHECKLIST

Acceptance into the Mayfield Nursing program is dependant on the four following steps.

- Attending the Information Session
- Passing the Literacy/Numeracy Test
- Passing the interview
- Obtaining appropriate employment

If you follow the following steps in order, you will maximise your chances of being selected into our program.

1. Fill in an application form available from our website and post to Mayfield, Hawthorn East Campus. (2-10 Camberwell Road, Hawthorn East Vic 3123). At this point, we will contact you to confirm your attendance at the information/testings session.
2. Ensure that you have filled in all parts correctly and have provided a statement of reason for wanting to undertake this course.
3. Once we have marked your paper, we will notify you of your results, Mayfield may contact you to come back for a brief interview with our Nursing Staff.
4. At this point, if you have been successful in both your test and interview, Mayfield will commence the process of organising job interviews for you to attend at aged care facilities throughout Melbourne.
5. Once a job has been obtained, you are then offered a position as a Nursing Trainee.

We encourage all successful applicants to be pro-active in sourcing employment at an appropriate facility.

If you do not attend the information session, your application will be not considered.