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	+ Accelerate Your Career & Real-World Success
	+ Increased job opportunities via our vast industry networks and suppliers
	+ Nationally Accredited and Recognised Qualifications to Fit Your Goals
	+ Courses designed to suit your career aspirations



**RTO 45101**

**grayclay.com.au :** **info@grayclay.com.au** **: 0755313738**

**GOLD COAST : BRISBANE**

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## **Who we are**

GrayClay was born in 2006, it evolved from research into the time and associated costs that medical practices were bearing to employ and train quality staff.

Commencing delivering weekend seminars, two friends decided to create a learning environment that would provide the medical industry with outstanding, quality candidates and provide students with an embracing and challenging environment to allow them to be the best that they could be.

Today Grayclay is an award winning facility and still stands by it core values of quality, professionalism and ethics and is proud of the standing that has been achieved within the medical profession, local community and associated organisations.

**GrayClay (Impavid Education Pty Ltd) RTO 45101** are proud to be a third party provider to deliver and assess the **Australasian Academy of Cosmetic Dermal Science (AACDS) [RTO 51373]** nationally accredited curriculum in Queensland, Northern Territory and to provide practical training and assessment in Victoria.

It is important to know that when you study with **GrayClay** your curriculum and lecturers all come from a **professional medical / aesthetics background and that the college you study with is renowned for its quality and professionalism within the industry.** Simply put, we are born of the medical environment and provide quality graduates to the medical and cosmetic aesthetics profession.

**Our Team Pledge.** We are passionate about our environment and actively take steps to continuously improve our operations to reduce our impact on the environment. After finding out that it takes 10 years to grow a paper tree and it only provide 175 reams of paper, out staff set about to become paperless. By July 2017 we reduced our printing by 97% by embracing and turning to digital technology. Our mantra “WE DON’T PRINT”. In addition to this we have also introduced Colloidal Oatmeal Clinical Gloves which are latex free and nitril free and breakdown completely and responsibly.

**Two big steps and counting.**



## 8 REASONS TO STUDY AT GRAYCLAY

**1.** GrayClay is located in three beautiful cities in Australia. Brisbane – named Australia’s hippest city by Lonely Planet. Gold Coast – voted as the favourite summer destination by Choice Awards. Melbourne – voted the most liveable city by Global Livability Survey.

**2.** The various courses offered at GrayClay consist of theory and practice. Students will be provided wit h the opportunity to undertake clinical education in professional clinics, diagnosing and treating real customers.

**3.** GrayClay is an award winning institution and has won the Business Excellence Award for Health and Education in July 2014 and was nominated a finalist for the Annual Award in 201 4. In 2015 the managing director has been nominated for the Telstra Business Women’s Awards.

**4.** GrayClay has an excellent reputation and is drawn upon by many industry employers for its graduates, including Australian Skin Clinics, Laser Lounge and private medical clinics.

**5.** GrayClay provides a motivational and caring atmosphere for students. It consists of a supportive environment where students are assisted in every way possible to achieve their goals.

**6.** The GrayClay institutions are facilitated in close proximity of public transport, shops and Cafe’s in order to provide convenience for students.

**8.** The courses offered at GrayClay are constructed to prepare students with the skills required in the workplace.

# COURSE INFORMATION

# COSMETIC AESTHETICS COURSES

## VENOUS BLOOD COLLECTION AND PRP COURSE

### VENOUS BLOOD SKILL SET HLTSSOOO59

This comprehensive nationally endorsed skill set incorporates the Perform Venous Blood Collection.

This skill set provides skills and knowledge required to confirm collection requirements, prepare client and equipment, and performs blood collections, safely and effectively using venous blood collection. This skill set applies to any individual for whom blood collection is part of the job role. They may be working in collection centers, in hospitals or in other health clinical environments. Collections will include adults of varied ages and genders, adolescents and children over 5 years of age.

The skills in this unit will be applied in accordance with Commonwealth and State/Territory legislation, Australian/New Zealand standards and industry codes of practice.

In addition to the above skill set students will participate in the practical applications required to collect bloods and deliver Platelet Rich Plasma (PRP) and Growth Factor “Factor4” procedures within a clinic.

Our training offers the required 35 hour practical skills placement with our industry practical training partner QML Pathology.

**ADMISSION REQUIREMENTS**

Students undertaking this program will already hold their qualification in Division 1 or Division 2 Nursing or Dermal Therapies and will have completed HLTINF001 Comply with infection prevention and control policies and procedures

**COURSE DURATION AND STUDY COMMITMENT**

Blended learning combines online and traditional classroom learning. This course consists of

* 28 hours self-directed online learning
* 14 hours face to face practical on campus delivery at Southport, Gold Coast.
* 35 hours practical clinical placement with QML pathology, locations will be coordinated by QML.

**DURATION –** 12 Weeks

**STUDY MODE**

* Online theory
* On Campus Practical

**LOCATION**

* Practical - 1 Short Street, Southport, Gold Coast Qld

**CERTIFICATE ISSUED**

Participants who successfully complete training and assessment of this course will be issued a Nationally Recognised Statement of Attainment in the following units-

* HLTSSOOO59 -Venous Blood Collection Skill Set
* HLTPAT001 -Identify and respond to clinical risks in pathology collection
* HLTPAT002 -Perform Venous Blood Collection
* HLTINF001 -Comply with infection prevention and control policies and procedures
* QML Pathology -Practical competency

**LEARNER CHARACTERISTICS**

Participants undertaking this skill set have a focus on medical aesthetics and anti-ageing medicine. Working in the industry, they will have a focus on further development of skills to provide opportunity for diversification in their role and progression within their career.

**FEES**

$3795 including QML practical placement

*Payment plans are available through Grayclay*

(This covers online course materials other than text books, on campus practical training, online support, webinars, marking and tutor support either online or telephone)

**INDUSTRY PARTNER DETAILS**

QML Pathology - 11 Riverview Place, Metroplex on Gateway, Murrarrie, Qld Phone- 1800677491

**ENTRY REQUIREMENTS**

There are no entry requirements outlined in the Training Package however Grayclay require the following entry requirements:

* Students should have good English communication skills including reading, writing and talking – pre enrolment interviews will be conducted to assess Language, Literacy and Numeracy.
* Applicants should also have access to a computer and possess computer skills including being able to operate a personal computer and printer, create and manage basic files, navigate a learning management system, perform basic tasks such as word processing, sending and receiving emails with attachments, uploading and downloading documents and using web based search engines.
* Recognition of Prior Learning (RPL): For RPL enquiries please contact Student Support admin@grayclay.com.au
* You must be 18 years or older and provide proof of identity using Drivers License or 18+ card.

**ALSO**

* Participate in the required hours of vocational placement/work experience. Students must be physically, emotionally and mentally "fit for practice" for the purpose of vocational placement/work experience.
* Students are required to handle equipment (i.e. needles and syringes) for blood collection.
* Students are also required to perform a minimum of eight live sticks (taking blood from each other under teacher direction) prior to vocational placement/work experience.
* Students are required to wear enclosed leather shoes, long black corporate slacks and a plain black polo shirt for QML vocational placement and clinical lab work. Any costs associated with these requirements are borne by the student.
* Students are responsible for any costs associated with travel to and from vocational placement/work experience.
* Placement. The student completes the online assessment components, attends the workshops and completes the documented 35 hours of blood collection. The student must be able to complete 35 documented hours of pathology collection work under the supervision of a person currently working in a Phlebotomist role for at least 18 hours per fortnight. This may be able to be completed in your current workplace or undertaken with our industry partner QML Pathology.
* For students currently working in the industry please enquire with your teacher regarding flexible options for vocational placement/work experience.
* Must have a current Hepatitis B vaccination and provide evidence of immunology.

## The Advanced Diploma of Cosmetic Dermal Science 10510NAT

The Advanced Diploma of Cosmetic Dermal Science is a unique combination of dermal science, enrolled nursing and medical assisting units, which have been contextualised to the field of cosmetic medicine and dermal therapies. The curriculum covers the key competencies required to work as a qualified Dermal Therapist within a cosmetic medical practice. Scope of work includes performing dermal therapy procedures, assisting medical personnel with cosmetic surgical and non-surgical procedures, assisting with practice and patient management, and performing administration duties.

\*Please note: Course structure, duration of practical and choice of electives may change at any time at the discretion of Grayclay/AACDS.

**Admission requirements**

* Completion of year 12 or mature-age entry
* Candidates from a non-academic background MUST complete a Literacy & Numeracy test
* 1000-word essay to be submitted upon application. The topic is “The practice of cosmetic medicine and dermal therapies in Australia”. Information and directions to complete this essay will be provided.

**Course duration and study commitment**

* Full-time: approx. 27 hrs/week over 1 year
* Part-time: approx. 15 hrs/week over 2 years

**STUDY MODE**

* Oncampus

**LOCATION**

* On campus – 1 Short Street, Southport, Gold Coast

 57 Brunswick Street, Fortitude Valley, Brisbane

* Practical - 1 Short Street, Southport, Gold Coast

**Professional Recognition**

* Graduates of the Advanced Diploma of Cosmetic Dermal Science are eligible to join the Aesthetic Practitioners Advisory Network (APAN) Gold General Membership Category. [http://apanetwork.com](http://apanetwork.com/)
* Graduates of the Advanced Diploma of Cosmetic Dermal Science are eligible to join the Australian Society of Dermal Clinicians Associate Membership category <http://www.dermalclinicians.com.au/education>

**LEARNER CHARACTERISTICS**

The Advanced Diploma of Cosmetic Dermal Science qualifies individuals who apply specialized knowledge in a range of contexts to undertake advanced skilled or paraprofessional work and as a pathway for further learning. It will provide participants with the specialised knowledge and understanding required for skilled professional work as a qualified dermal therapist in a cosmetic medical practice.

Candidates therefore, must have the following

* An interest in Cosmetic Dermal Science
* Gaining specialised knowledge and skills in paraprofessional work

**Further Learning Pathway**

This course has some common units shared in other nationally recognised courses. A credit transfer or Recognition of Prior Learning (RPL) may be available in health related courses such as a Diploma of Nursing and Certificate IV in Medical Assisting.

**Course Structure**

Contact hours per week do NOT include the addition self-guided study.

| **UNITS** |  |
| --- | --- |
| 1.1 | [Dermal Science Theory](http://www.aacds.com.au/courses-offered/units/#u11)CDSERT601A Analyse epidermal resurfacing techniquesCDSLBT601A Analyse light-based therapies used in cosmetic medicine(Unit incorporates a Laser Safety Officer’s Certificate approved by QLD Radiation Health and the WA Radiological Council)HLTCOM406C Make referrals to other health care professionals when appropriate |
| 1.2DS | HLTAP401B Confirm physical health status |
| 2.0DS | HLTEN401B Work in the nursing professionHLTEN509B Apply legal and ethical parameters to nursing practice |
| 1.3DS | HLTHIR403C Work effectively with culturally diverse clients and co-workersHLTHIR404D Work effectively with Aboriginal and/or Torres Strait Islander peoplesHLTEN502B Apply effective communication skills in nursing practice |
| 1.4 | [Practice Management and Administration](http://www.aacds.com.au/courses-offered/units/#u14)HLTCOM503D Manage a practiceBSBWOR502B Ensure team effectivenessBSBFIM501A Manage budgets and financial plans |

|  |  |
| --- | --- |
| 2.1 | CDSSCP601A Evaluate surgical and non-surgical cosmetic procedures |
| 2.3DS | CDSPPC601A Analyse the principles of psychology in a cosmetic medical context |
| 1.2 | CDSPCD601A Analyse the principles of dermatology in a cosmetic medical context |
| 2.4 | CDSEFC601A Evaluate the use and formulation of cosmeceuticals |

Practical Competencies

| **UNITS** |  |
| --- | --- |
| Pre 2.2 | [Preparation for Dermal Science Practical](http://www.aacds.com.au/courses-offered/units/#up22)HLTAID003 Provide first aidHLTIN402C Maintain infection control standards in office practice settings (theory component)BSBMED303B Maintain patient records |
| 2.2 | [Dermal Science Practical](http://www.aacds.com.au/courses-offered/units/#u22)(Completed as a full-time 10 to 12-day block)CDSPCM601A Perform clinical microdermabrasion in a cosmetic medical contextCDSPCP601A Perform chemical peels in a cosmetic medical contextCDSPLT601A Perform light-based therapies for the purpose of photo rejuvenation in a cosmetic medical contextCDSPSN601A Perform skin needling in a cosmetic medical contextCDSPFL601A Perform fractionated laser in a cosmetic medical contextHLTIN402B Maintain infection control standards in office practice settings (practical component) |
| 3.0 | [Clinical Placement\*](http://www.aacds.com.au/courses-offered/units/#u30)(Pre-requisite to access to AACDS recruitment site))76 hours of clinical experience at an approved Cosmetic Medical Clinic.This unit is available to students who do NOT have relevant industry experience. Students with relevant industry experience may be exempt from this unit. This is assessed on a case-by-case basis. |

\*The Clinical Placement unit is a non-accredited unit

**Fees** $17,200

*Payment options available for all courses including extended payment plans*

(This covers electronic course materials (with the exception of text books) online support, webinars, marking and Lecturer support)*.*

**ENTRY REQUIREMENTS**

* Students should have good English communication skills including reading, writing and talking – pre enrolment interviews will be conducted to assess Language, Literacy and Numeracy.
* Applicants should also have access to a computer and possess computer skills including being able to operate a personal computer and printer, create and manage basic files, navigate a learning management system, perform basic tasks such as word processing, sending and receiving emails with attachments, uploading and downloading documents and using web based search engines.
* Recognition of Prior Learning (RPL): For RPL enquiries please contact Student Support admin@grayclay.com.au
* You must be 18 years or older and provide proof of identity using Drivers License or 18+ card.

**ALSO**

* Students are required to handle equipment (i.e. needling devices, IPL, laser, microdermabrasion, peeling chemicals) for practical competency.
* For Practical Clinical work Students are required to wear enclosed black shoes, white short sleeved shirt (collared and sleeved) long black corporate slacks/skirt to below the knee (suitable for flexible movement). Any costs associated with these requirements are borne by the student.

### The Graduate Diploma in Dermal Therapies 52707WA

The Graduate Diploma of Dermal Therapies is developed for candidates from a beauty or health background wanting to achieve a formal and recognised qualification in dermal therapies. The objective of the qualification is to provide graduates with the knowledge and hands-on skills to perform safe and effective dermal therapies and meet the employment needs of a modern cosmetic medical clinic.

*\*Please note: Course structure, duration of practical and choice of electives may change at any time at the discretion of Grayclay/AACDS.*

**ADMISSION REQUIREMENTS**

* Certificate IV or Diploma of Beauty Therapy
* Diploma minimum in a health related field

**COURSE DURATION AND STUDY COMMITMENT**

* Full-time: approx. 20 hrs/week over 10 months
* Part-time: approx. 10 hrs/week over 20 months

**STUDY MODE**

* On campus

**LOCATIONS**

* On campus – 1 Short Street, Southport, Gold Coast

 57 Brunswick Street, Fortitude Valley, Brisbane

* Practical - 1 Short Street, Southport, Gold Coast

**PROFESSIONAL RECOGNITION**

Graduates of this course are eligible for membership with the Australian Society of Dermal Clinicians.

**LEARNER CHARACTERISTICS**

The proposed target group for the course consists of individuals who want to work in the field of cosmetic medicine and dermal therapies who already completed;

* Certificate IV or Diploma of Beauty Therapy **or;**
* Diploma minimum in a health related field

**FURTHER LEARNING PATHWAY**

On successful completion of the unit GDTPAM801A Analyse the Principles of Anti-Ageing Medicine and its prerequisite units, students will receive credit towards their certification in Anti-Ageing Medicine for Allied Health Professional through the Australasian Academy of Anti-Medicine (A5M).

**COURSE STRUCTURE**

Contact hours per week do NOT include the addition self-guided study.

| **UNITS** |  |
| --- | --- |
| 1.1 | [Dermal Science Theory](http://www.aacds.com.au/courses-offered/units/#u11)GDTERT801A Analyse epidermal resurfacing techniquesGDTLBT801A Analyse light-based therapies used in cosmetic medicine(Unit incorporates a Laser Safety Officer’s Certificate approved by QLD Radiation Health)HLTCOM406C Make referrals to other health care professionals when appropriate |
| 1.2 | GDTPCD801A Analyse the principles of dermatology in a cosmetic medical context |
| 1.4 | [Practice Management and Administration](http://www.aacds.com.au/courses-offered/units/#u14)BSBWOR502B Ensure team effectivenessBSBFIM501A Manage budgets and financial plans |
| 2.4 | GDTEFC801A Evaluate the use and formulation of cosmeceuticals |

| **UNITS** |  |
| --- | --- |
| 2.1 | GDTSCP801A Evaluate surgical and non-surgical cosmetic procedures |
| 2.6 | GDTPAM801A Analyse the principles of anti-ageing medicine |

Practical Competencies

| **UNITS** |  |
| --- | --- |
| Pre 2.2 | [Preparation for Dermal Science Practical](http://www.aacds.com.au/courses-offered/units/#up22)HLTAID003 Provide first aidHLTIN402B Maintain infection control standards in office practice settings (theory component)BSBMED303B Maintain patient records |
| 2.2 | [Dermal Science Practical](http://www.aacds.com.au/courses-offered/units/#u22)(Completed as a full-time 10 to 12-day block)GDTPCM801A Perform clinical microdermabrasion in a cosmetic medical contextGDTPCP801A Perform chemical peels in a cosmetic medical contextGDTPLT801A Perform light-based therapies for the purpose of photo rejuvenation in a cosmetic medical contextGDTPSN801A Perform skin needling in a cosmetic medical contextGDTPFL801A Perform fractionated laser in a cosmetic medical contextHLTIN402B Maintain infection control standards in office practice settings (practical component) |
| 3.0 | [Clinical Placement\*](http://www.aacds.com.au/courses-offered/units/#u30)(Pre-requisite to access to AACDS recruitment site))76 hours of clinical experience at an approved Cosmetic Medical Clinic.This unit is available to students who do NOT have relevant industry experience. Students with relevant industry experience may be exempt from this unit. This is assessed on a case-by-case basis. |

\*The Clinical Placement unit is a non-accredited unit

**FEES** $13,300

*Payment options available for all courses including extended payment plans.*

(This covers course electronic materials with the exception of text books, online support, webinars, marking and Lecturer support)

**ENTRY REQUIREMENTS**

* Students should have good English communication skills including reading, writing and talking – pre enrolment interviews will be conducted to assess Language, Literacy and Numeracy.
* Applicants should also have access to a computer and possess computer skills including being able to operate a personal computer and printer, create and manage basic files, navigate a learning management system, perform basic tasks such as word processing, sending and receiving emails with attachments, uploading and downloading documents and using web based search engines.
* Recognition of Prior Learning (RPL): For RPL enquiries please contact Student Support admin@grayclay.com.au
* You must be 18 years or older and provide proof of identity using Drivers License or 18+ card.

**ALSO**

* Students are required to handle equipment (i.e. needling devices, IPL, laser, microdermabrasion, peeling chemicals) for practical competency.
* Students are required to wear enclosed black shoes, white short sleeved shirt (collared and sleeved) long black corporate slacks/skirt to below the knee (suitable for flexible movement) for practical clinic work. Any costs associated with these requirements are borne by the student.

## The Graduate Diploma in Cosmetic Nursing 52709WA

The Graduate Diploma of Cosmetic Nursing (52709WA)  is a postgraduate course developed specifically for Registered/Division 1 Nurse or Enrolled/Division 2 Nurse wishing to enter the field of cosmetic medicine. This government accredited qualification will provide students with the knowledge and hands-on skills required to work in a cosmetic medical practice and/or accredited day hospital performing cosmetic nursing, dermal therapies and injectable procedures. The unit Evaluate Injectable Cosmetic Procedures is the first nationally accredited unit covering the theory and practical skills associated with dermal fillers and muscle relaxants.

*\*Please note: Course structure, duration of practical and choice of electives may change at any time at the discretion of Grayclay/AACDS.*

**ADMISSION REQUIREMENTS**

* Current registration through AHPRA as a Registered/Division 1 Nurse or Enrolled/Division 2 Nurse
* Please note: If you are an Enrolled/Division 2 Nurse and graduated prior to 2008, you MUST hold a current medications endorsement

**COURSE DURATION AND STUDY COMMITMENT**

* Full-time: approx. 20 hrs/week over 10 months
* Part-time: approx. 10 hrs/week over 20 months

**STUDY MODE**

* On campus

**LOCATIONS**

* On campus – 1 Short Street, Southport, Gold Coast
	+ - 57 Brunswick Street, Fortitude Valley, Brisbane
* Practical - 1 Short Street, Southport, Gold Coast

**PROFESSIONAL RECOGNITION**

Graduates of this course are eligible to join the Australian College of Aesthetic Medicine (ACAM) as a Cosmetic Nurse. In addition to Nurse Affiliate Membership Category of the Australasian College of Cosmetic Surgery (ACCS).

**LEARNER CHARACTERISTICS**

The Graduate Diploma of Cosmetic Nursing is a niche course developed specifically for candidates wanting to work in the field of cosmetic medicine and dermal therapies.

This course is for nurses who are interested in obtaining knowledge and skills needed to work as a dermal therapist, cosmetic nurse or cosmetic injector in a cosmetic medical practice performing a range of dermal therapy procedures.

**FURTHER LEARNING PATHWAY**

On successful completion of the unit GCNPAM801A Analyse the Principles of Anti-Ageing Medicine and its prerequisite units, students will receive credit towards their certification in Anti-Ageing Medicine for Allied Health Professional through the Australasian Academy of Anti-Medicine (A5M).

**COURSE STRUCTURE**

Contact hours per week do NOT include the addition self-guided study.

|  |  |
| --- | --- |
| 1.1 | [Dermal Science Theory](http://www.aacds.com.au/courses-offered/units/#u11)GDNERT601A Analyse epidermal resurfacing techniquesGDNLBT601A Analyse light-based therapies used in cosmetic medicine(Unit incorporates a Laser Safety Officer’s Certificate approved by QLD Radiation Health)HLTCOM406C Make referrals to other health care professionals when appropriate |
| 1.2CN | GDNPCN801A Analyse the principles of cosmetic nursing |
| 1.2 | GDNPCD801A Analyse the principles of dermatology in a cosmetic medical context |
| 2.6 | GDNPAM801A Analyse the principles of anti-ageing medicine |

|  |  |
| --- | --- |
| 2.1CN | GDNSCP801A Evaluate surgical cosmetic procedures |
| 2.4 | GDNEFC801A Evaluate the use and formulation of cosmeceuticals |
| 3.1 | GDNCIP801A Evaluate injectable cosmetic procedures (theory component) |

Practical competencies

| **UNITS** |  |
| --- | --- |
| 2.2 completed over a full-time 10-12 day block | GDNPCM801A Perform clinical microdermabrasion in a cosmetic medical contextGDNPCP801A Perform chemical peels in a cosmetic medical contextGDNPLT801A Perform light based therapies for the purpose of photo rejuvenation in a cosmetic medical contextGDNPSN801A Perform skin needling in a cosmetic medical contextGDNPFL801A Perform fractionated laser in a cosmetic medical context |
| 3.1 (3 day workshop and optional half day patient review session) | GDNCIP801A Evaluate injectable cosmetic procedures (practical component) |
| Clinical Placement\* (pre requisite to access AACDS recruitment site) | 76 hours of clinical experience at an approved cosmetic medical clinic. This unit is available to students who do NOT have relevant industry experience. Students with relevant industry experience may be exempt from this unit. This is assessed on a case-by-case basis.\*The clinical placement is a non-accreditted unit. |

**FEES** $16,600

*Payment options available for all courses including extended payment plans.*

(This covers electronic course materials with the exception of text books, online support, webinars, marking and tutor support)

**ENTRY REQUIREMENTS**

* Students should have good English communication skills including reading, writing and talking – pre enrolment interviews will be conducted to assess Language, Literacy and Numeracy.
* Applicants should also have access to a computer and possess computer skills including being able to operate a personal computer and printer, create and manage basic files, navigate a learning management system, perform basic tasks such as word processing, sending and receiving emails with attachments, uploading and downloading documents and using web based search engines.
* Recognition of Prior Learning (RPL): For RPL enquiries please contact Student Support admin@grayclay.com.au
* You must be 18 years or older and provide proof of identity using Drivers License or 18+ card.

**ALSO**

* Students are required to handle equipment (i.e. needles, needling devices, IPL, laser, microdermabrasion, peeling chemicals) for practical competency.
* Students are required to wear enclosed black shoes, white short sleeved shirt (collared and sleeved) long black corporate slacks/skirt to below the knee (suitable for flexible movement) for practical clinic work. Any costs associated with these requirements are borne by the student.

## GRADUATE CERTIFICATE IN IPL & LASER HAIR REDUCTION SIB70110

This course was developed for new or experienced IPL operators who wish to gain a government accredited qualification. The course covers the theoretical and clinical competencies required to safely and effectively perform IPL or laser permanent hair reduction. Completing this qualification exclusively through Grayclay will also provide you with an official IPL/Laser Safety Officer’s Certificate recognised by Queensland Radiation Health.

**ADMISSION REQUIREMENTS**

* Certificate IV or Diploma of Beauty Therapy
* Diploma minimum in a health-related field
* Evidence of significant and relevant vocational experience

**COURSE DURATION AND STUDY COMMITMENT**

**Theory**

* Oncampus – 6 hours per week 10 weeks PLUS approximately 4 hours per week research and assessment time required.
* On completion of this module, students are awarded with an official IPL/Laser Safety Officer’s Certificate approved by QLD Radiation Health and the WA Radiological Council.

**Practical**

* Oncampus - Practical training is delivered over 3 consecutive days in Southport Gold Coast Clinic.

Prior to receiving the qualification, students are required to complete all assessments associated with the theory and practical units.

**STUDY MODE**

* On campus

**LOCATION**

* On campus – 1 Short Street, Southport, Gold Coast
	+ - 57 Brunswick Street, Fortitude Valley, Brisbane
* Practical - 1 Short Street, Southport, Gold Coast

**FURTHER LEARNING PATHWAY**

For candidates currently performing or wanting to increase their scope of practice to encompass all dermal therapies (chemical peels, skin needling, microdermabrasion, IPL photo rejuvenation and fractionated laser), Grayclay can offer a dual, nationally accredited qualification in both dermal therapies and intense pulsed light/Laser. This dual qualification is an effective way of decreasing training costs and increasing employability skills. Contact us to discuss this option further.

**COURSE UNITS**

* HLTIN402B Maintain infection control standards in office practice settings
* SIBBHRS705A Apply intense pulsed light and Laser safety protocols
* SIBBHRS706A Design intense pulsed light and laser hair reduction treatment programs
* SIBBHRS707A Provide intense pulsed light and laser hair reduction treatments
* SIBBRES702A Investigate developments in cosmetic treatments using light or laser systems

**FEES** $6750

*Payment options available for all courses including extended payment plans*

(This covers electronic course materials with the exception of text books, online support, webinars, marking and tutor support either online or telephone)

**ENTRY REQUIREMENTS**

* Students should have good English communication skills including reading, writing and talking – pre enrolment interviews will be conducted to assess Language, Literacy and Numeracy.
* Applicants should also have access to a computer and possess computer skills including being able to operate a personal computer and printer, create and manage basic files, navigate a learning management system, perform basic tasks such as word processing, sending and receiving emails with attachments, uploading and downloading documents and using web based search engines.
* Recognition of Prior Learning (RPL): For RPL enquiries please contact Student Support admin@grayclay.com.au
* You must be 18 years or older and provide proof of identity using Drivers License or 18+ card.

**ALSO**

* Students are required to handle light emitting equipment (i.e.IPL, laser equipment) for practical competency.
* Students are required to wear enclosed black shoes, white short sleeved shirt (collared and sleeved) long black corporate slacks/skirt to below the knee (suitable for flexible movement) for practical clinic work. Any costs associated with these requirements are borne by the student.

# HEALTH RELATED COURSES

## ADVANCED DIPLOMA NURSING HLT64115

Developed for the Enrolled/Division 2 nurse who has found an area of passion and wants to extend this knowledge and skill within this specialty, including Palliative care, clients with disabilities and aged care. Enrolled Nurses play a vital role in the delivery of high quality nursing care. We will provide continued support for your professional development through the Advanced Diploma Nursing, in a flexible manner.

**ADMISSION REQUIREMENTS**

* Applicants must be currently working in Australia and hold current registration as an Enrolled Nurse without notation (Must be an Enrolled Nurse who can administer medications) with the Nursing and Midwifery Board of Australia (NMBA)
* Applicants must be currently employed within the specialty area nominated or be able to access workplace learning opportunities in the specialty area nominated.
* Students must have access to suitable facilities, equipment and resources that will allow them to complete their clinical assessments.
* Students unable to access a suitable \*Assessor to complete clinical assessment can advise Grayclay that an assessor will be required during the application interview.

**COURSE DURATION AND STUDY COMMITMENT**

* Full Time – 30 hours per week for 24 Weeks
* Part Time – 15 hours per week for 48 Weeks

Online theory delivery combined with practical skills that must be demonstrated as a worker with a relevant organisation. A minimum of at least 20 hours per week for online assessment is required plus 10 hours for completing research and assessments will be required to complete this course for full time students. Students must complete 10 units in total, 3 core and 7 electives.

**STUDY MODE**

* Online Study
* Workshops – to be conducted in workplace\*

\*Applicants must be currently employed within the specialty area nominated or be able to access workplace learning opportunities in the specialty area nominated.

**LOCATION**

* On campus – 1 Short Street, Southport, Gold Coast
	+ - 57 Brunswick Street, Fortitude Valley, Brisbane
* Practical - 1 Short Street, Southport, Gold Coast

**PROFESSIONAL RECOGNITION**

* Registration with the Nursing and Midwifery Board of Australia (NMBA)

**LEARNER CHARACTERISTICS**

This course is for Enrolled Nurses who wish to develop additional nursing knowledge, abilities and skills to enable them to work as an enrolled nurse in a range of clinical situations and challenges in their specialty areas of practice. Participants learn how to comprehensively assess clients and competently manage their care. The programs allow participants to develop research skills and apply these in the provision of client care. Participants choose one specialty area of nursing and health care in which to further develop skills and understanding. The specialty streams include Palliative Care, Disabilities and Aged Care

\* Assessors must satisfy the Standards for Registered Training Organisations (RTOs) 2015/AQTF mandatory competency requirements for assessors and hold current registration as a Registered Nurse with the NMBA.

**FURTHER LEARNING PATHWAY**

Studying the Advanced Diploma of Nursing enables you to formalise the knowledge and skills for the provision, coordination and management of specialised care. This includes: Palliative care; Disabilities; Aged care

**COURSE UNITS**

|  |  |
| --- | --- |
| BSBWOR501 | Manage personal work priorities and professional development |
| BSBLDR403 | Lead team effectiveness |
| HLTENN010 | Apply a palliative approach in nursing practice |
| HLTENN033 | Research and report on nursing trends and practice |
| HLTENN020 | Conduct clinical assessments |
| HLTENN034 | Contribute to the improvement of clinical practice |
| HLTENN029 | Apply nursing practice in contemporary aged care settings  |
| CHCAGE005 | Provide support to people living with dementia  |
| CHCDIS010 | Provide person-centred services to people with disability with complex needs |
| CHCCSM002 | Implement case management practice |

#### [**FEES**](https://www.acn.edu.au/print/770#collapseFour)$5,200 (including a $250 non-refundable administration fee) or

#### $520.00 per unit (including a $50 non-refundable administration fee per unit)

\*Fees are subject to change without notice.
This covers electronic course materials, online support, webinars, marking, RPL for medications and infection control if applicable and tutor support either online or telephone)

**ENTRY REQUIREMENTS**

* Students should have good English communication skills including reading, writing and talking – pre enrolment interviews will be conducted to assess Language, Literacy and Numeracy.
* Applicants should also have access to a computer and possess computer skills including being able to operate a personal computer and printer, create and manage basic files, navigate a learning management system, perform basic tasks such as word processing, sending and receiving emails with attachments, uploading and downloading documents and using web based search engines.
* Recognition of Prior Learning (RPL): For RPL enquiries please contact Student Support admin@grayclay.com.au
* You must be 18 years or older and provide proof of identity using Drivers License or 18+ card.

DIPLOMA OF BUSINESS BSB50215

Whether you have your eye on a particular job in a business or want to start your own, the Diploma of Business will help you achieve your goals. This qualification has been designed by industry professionals and will teach you a broad range of business skills contextualised to the Community Services sector.

Employees require skills and knowledge to co-ordinate assessment and quality service delivery to clients with complex needs, supervise staff or volunteers and implement work programs.

In addition, employees need be able to manage workplace issues, establish and manage new programs and services, and mentor colleagues, manage finances, accounts and resources, and ensure a safe workplace for clients and co-workers

The course covers a range of competencies including planning e-marketing communications, managing risk, managing budgets and financial plans, managing recruitment selection and induction processes, identifying and evaluating marketing opportunities, developing workplace policy and procedures for sustainability, and managing operational plans. You will develop skills in managing meetings, finances and people, leading projects and understanding marketing and human resources.

Successful completion of the Diploma of Business can lead to a range of potential employment opportunities including Executive Officer.

**ADMISSION REQUIREMENTS**

* Year 12 or Equivalent ATAR 50

**COURSE DURATION AND STUDY COMMITMENT**

* 16 hours per week for 36 weeks online study
* plus 16 hours per week for research and assessment
* 100 hours job placement

**STUDY MODE**

* Online
* Work experience

**LOCATION**

* On campus – 1 Short Street, Southport, Gold Coast
	+ - 57 Brunswick Street, Fortitude Valley, Brisbane
* Practical - 1 Short Street, Southport, Gold Coast

**PROFESSIONAL RECOGNITION**

* Associate Membership with the Australian Institute of Management

**LEARNER CHARACTERISTICS**

Gain a leading business qualification and credit toward a university degree with our Diploma of Business course. Delivered online, you’ll learn expertise in key business strategies, people management, human resources and business marketing. Receive training in communication, problem solving, decision-making, preparing budgets, recruitment and selection. Increase your competitive edge in the business world.

**FURTHER LEARNING PATHWAY**

* Advanced Diploma of Management or other Advanced Diploma Qualifications
* The Diploma of Business will provide direct credit toward a University Degree.

**COURSE UNITS**

|  |  |
| --- | --- |
| BSBWOR501 | Manage personal work priorities and professional development |
| BSBSUS501 | Develop workplace policy and procedures for sustainability |
| BSBADM502 | Manage meetings |
| BSBHRM506 | Manage Recruitment, Selection and Induction |
| BSBHRM513 | Manage workforce planning  |
| BSBRSK501 | Manage risk |
| BSBFIM501 | Manage budgets and financial plans |
| BSBMGT517  | Manage operational plan |

**FEES** $5100

*Payment plans are available*

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This covers course electronic materials, online support, webinars, marking, RPL for medications and infection control if applicable and tutor support either online or telephone)

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## CERTIFICATE 3 IN BUSINESS ADMINISTRATION (MEDICAL) BSB31115

The healthcare sector is currently the largest employer and fastest growing industry in Australia and provides many financially rewarding, flexible and secure career opportunities. Completion of the Certificate III in Health Administration will give you that employment edge when applying for administration positions in a variety of health settings including hospitals, medical practices and allied health.

This qualification is recognised throughout Australia and will provide the skills and knowledge needed to work as a medical receptionist or health administrator.

This is a nationally recognised course which will assist you in gaining skills that are appropriate for employment within a number of businesses. Apply new skills in a practical way that boosts your level of confidence and allows you to function effectively and efficiently within your chosen field. The course provides you with the relevant skills and techniques required for applying solutions for unpredictable problems, for working with different communication styles. You will also develop the skills to;

* organise business meetings
* address customer needs
* risk identification and management
* arrange business travel arrangements
* promote goods and services
* develop excel spreadsheets
* monitor a safe workplace

We offer extensive support through email and telephone correspondence to ensure students complete their studies on time.

**ADMISSION REQUIREMENTS**

There are no entry requirements for this course. Grayclay requires that students are 18 years of age or older.

**COURSE DURATION AND STUDY COMMITMENT**

* Full Time
	+ 20 hours per week for 38 Weeks
	+ plus 15 hours per week for 38 Weeks for formative and summative assessments
* Part Time
	+ 10 hours per week for 72 Weeks
	+ plus 7.5 hours per week for 72 Weeks for formative and summative assessments

**STUDY MODE**

* Blended Learning; On line and face to face

**LOCATION**

* On campus – 1 Short Street, Southport, Gold Coast
	+ - 57 Brunswick Street, Fortitude Valley, Brisbane
* Practical - 1 Short Street, Southport, Gold Coast

**PROFESSIONAL RECOGNITION**

* Membership with the Australian Medical Receptionists Association (AMRA)

**LEARNER CHARACTERISTICS**

This course can assist persons working in administration wanting to transition into the Healthcare sector or currently working in another industry e.g. retail/hospitality and looking for a career change.

Additionally appropriate for persons already working in a health administration role but require deeper skills and knowledge in order to progress your career. Or working as a medical receptionist and want to formalise skills.

**FURTHER LEARNING PATHWAY**

* Medical receptionist (for both public and private practices); medical administration; ward clerk, medical records clerk,  medical secretary
* Progress learning advancing to the Diploma of Business

| National code | Title | Core-Elective |
| --- | --- | --- |
| BSBITU307 | Develop keyboarding speed and accuracy | C |
| BSBWHS201 | Contribute to health and safety of self and others  | C |
| BSBMED301 | Interpret and apply medical terminology appropriately | E (Group A) |
| BSBMED302 | Prepare and process medical accounts  | E (Group A) |
| BSBMED303 | Maintain patient records  | E (Group A) |
| BSBMED304 | Assist in controlling stocks and supplies | E (Group A) |
| BSBMED305 | Apply the principles of confidentiality, privacy and security within the medical environment  | E (Group A) |
| BSBWRT301 | Write simple documents | E (Group B) |
| BSBITU302 | Create electronic presentations | E (Group B) |
| BSBITU303 | Design and produce text documents | E (Group B) |
| BSBITU309 | Produce desktop published documents  | E (Group B) |
| BSBWOR301 | Organise personal work priorities and development | E (Group C) |
| BSBDIV301 | Work effectively with diversity | E (Group C)  |

**COURSE UNITS**

Our elective units have been chosen in response to industry consultation and indicate the general arrangement of delivery of this course.

#### [**FEES**](https://www.acn.edu.au/print/770#collapseFour)

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# FREQUENTLY ASKED QUESTIONS

### LOCATIONS

Our locations for on campus theory delivery are

* 57 Brunswick Street, Fortitude Valley, Brisbane
* 1 Short Street, Southport, Gold Coast.

### PRACTICAL TRAINING FACILITIES

Grayclay have well equipped practical facilities. All practical training for courses is completed at our Southport Campus, Gold Coast

### PARKING AND PUBLIC TRANSPORT

* **SOUTHPORT**
	+ Parking is available across the road from 1 short street Southport in Carey Car Park. Approx. $6 per day
	+ Glink Tram stops at “Southport South” tram stop 5 minute walk to Short Street campus.
* **FORTITUDE VALLEY**
	+ Closest train station is Fortitude Valley, campus is a 10 minute walk from here.
	+ Bus, please refer to the Brisbane Bus Route service. RBWH (Royal Brisbane Women’s Hospital bus stop is approx. 10 minute walk to campus.
	+ Parking in Brisbane can be difficult. Please refer to the Brisbane council’s website for details relating to parking, durations and cost.

### WHY STUDY ON CAMPUS?

* You will experience collaborative learning; by create a study group, embrace the in class assistance with your assessments and studies
* Learning from industry leaders who’s knowledge and experience in their field is both interesting and engaging.
* Interact with your Lecturer, they are there to support you and to encourage the drive in your pursuit of goals.
* It is refreshing to know that you will create and develop your future colleague relationships while sitting in class.