



## *New Zealand Certificate in Health and Wellbeing (Social and Community Services)*

To be read in conjunction with NZQA Qualification Document, Unitec’s Academic Statute and associated Policies and Procedures and other relevant Policies.

These programme regulations apply to the New Zealand Certificate in Health and Wellbeing (Social and Community Services) including strands in Community Facilitation, Mental Health and Addiction Support, and Social Services (Level 4, 120 Credits)[36457], which leads to the award of *New Zealand Certificate in Health and Wellbeing (Social and Community Services) (Level 4) with strands in Community Facilitation, Mental Health and Addiction Support, and Social Services [Ref:2992, Ver:1, 120 credits]*.

These regulations come into effect from **Semester 2, 2019**.

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## 1. Ngā Ture Hei Whakaurunga | Admission Requirements

To be eligible for admission to this programme, all applicants must meet two admission requirements:

- Requirements for either general admission, special admission, or discretionary admission
- English language requirements

### 1.1 Whakaurunga Whānui | General Admission

To be admitted to this programme all applicants must be at least 16 years of age on the date of the programme’s commencement for the semester in which they wish to enrol (or provide a completed Early Release Exemption form), and meet the following requirements:

- All applicants must have a minimum of 4 years’ secondary education, and a minimum of 12 NCEA credits at Level 1 in each of at least two subjects;

**Or**

A pass in two subjects in New Zealand School Certificate;

**Or**

Successful completion of an approved qualification in a relevant discipline at Level 2 or 3;

**Or**

Equivalent.

- Applicants must give their consent to undergo a process of Safety Checking as set out in the Children’s (Requirements for Safety Checks of Children’s Workers) Regulations 2015 (“the Regulations”). This checking process will include:
  - I. Providing 2 forms of identification, and evidence of any name changes (if any);
  - II. Consent to Unitec undertaking a Police Vet check, or a Criminal Record Check (as required), and advise Unitec of any current charges or pending court matters;
  - III. Providing a chronological summary of his or her work history, if any, for the preceding 5 years and the name of any professional organisations and/or licensing authorities and/or registration authorities that the student is a member of or been licensed by and that is relevant to the proposed placement (if required);
  - IV. Providing the names of 2 referees who may be contacted by Unitec or your placement provider (if required);
  - V. Attending a face to face interview (if required) for the purposes of a risk assessment carried out in accordance with section 32 of the Act and the underlying regulations.
- Applicants are also required to consent to the above information gathered as part of the Safety Check to be shared with a host institution for the purposes of a practicum placement.
- Applicants must provide a completed self-declaration of medical condition(s), if any, that may prevent full participation in the programme and/or prevent registration with a regulatory authority (as applicable).

## **1.2 Whakaurunga Motuhake | Special Admission**

Applicants must have:

- a. attained the age of 20 years on or before the first day of the semester in which study for the Certificate programme is to commence; and
- b. provided sufficient evidence of aptitude or appropriate work or other life experience that would indicate a successful outcome in the qualification.

## **1.3 Whakaurunga Kōwhiringa | Discretionary Admission**

In exceptional cases an applicant who does not meet the general admission requirements and who has not reached the age of 20 on or before the first day of the semester in which study for the Certificate is to commence may apply for discretionary admission.

In assessing whether to grant discretionary admission in exceptional cases, the primary focus will be on the applicant’s level of preparedness for study at the required level.

## **1.4 Whakaurunga Reo Pākehā | English Language Admission Requirements**

Applicants must have achieved a minimum standard of English as demonstrated by a minimum of 12 credits at NCEA Level 1 in English.

This programme is not available for International Students.

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## **2. Paearu Kōwhiri Tukanga | Selection Criteria & Process**

### **2.1 Paearu Kōwhiri | Selection Criteria**

When the number of eligible applicants for admission exceeds the number of places available, the following selection criteria will be applied:

- Commitment to working with mental health and addiction clients.
- Desire to work in mental health
- Sound communication skills
- Committed to client empowerment and self-determination
- Sense of maturity
- Integrity and reliability
- An awareness of and a sensibility to diversity
- A commitment to tertiary study
- Evidence of ability to academically achieve in a level 4 programme
- Personal/family experience of mental ill health
- Cultural experience
- Recommendation from employer

Applicants who meet the maximum number of listed criteria will be the preferred candidates

## 2.2 Tukanga Kōwhiri | Selection Process

Selection will be made by Unitec staff members with the delegated authority to offer places to applicants. These staff members will select students on the basis of written information supplied on the enrolment form. At the discretion of the delegated staff members, an interview (face-to-face or electronic) may be required. A list of delegations for offering places will be noted annually by the Programme Academic Quality Committee responsible for the programme.

## 3. Ngā Ture Hei Whakawhiwhi Tohu Mātauranga | Requirements for the Award of the Qualification

### 3.1 Whakaemi Tūtukitanga | Credit Accumulation

#### 3.1.1 New Zealand Certificate in Health and Wellbeing (Social and Community Services)

To be awarded the New Zealand Certificate in Health and Wellbeing (Social and Community Services), a student must successfully complete a minimum of 120 credits in the pattern set out in Table 1 from the courses set out in Table 2 including a specialist strand.

**Table 1: Credit Requirements for New Zealand Certificate in Health and Wellbeing (Social and Community Services)**

Level	Compulsory Credits	Elective Credits	Total Credits
4	70	50	120
			<b>120</b>

**Table 2: Course Details – Courses for New Zealand Certificate in Health and Wellbeing (Social and Community Services)**

Compulsory courses are shown in bold.

Course No	Course Name	Credits	Pre-requisites	Co-requisites
<b>Level 4 Compulsory Core Courses</b>				
HCSP4401	<b>Introduction to the Health and Wellbeing Sector</b>	<b>10</b>		
HCSP4402	<b>Knowledge for Practice</b>	<b>15</b>		
HCSP4403	<b>Working with People</b>	<b>15</b>		

HCSP4404	Te Ao Hauora Māori	15		
HCSP4405	Contemporary Issues in Health and Wellbeing	15		
<i>And two courses (50 credits) chosen from one of the following strands</i>				
<b>Mental Health and Addiction Support Strand</b>				
HCSP4406	Mental Health and Addiction Support Practicum A	20	HCSP4401	
HCSP4407	Mental Health and Addiction Support Practicum B	30	HCSP4406	
<b>Social Service Strand</b>				
HCSP4411	Social Services Practicum A	20	HCSP4401	
HCSP4412	Social Services Practicum B	30	HCSP4411	
<b>Community Facilitation Strand</b>				
HCSP4421	Community Facilitation Practicum A	20	HCSP4401	
HCSP4422	Community Facilitation Practicum B	30	HCSP4421	

### 3.2 Mahi Waehanga Pāhekoheko | Integrated and Work-based components

All students must comply with the Work Based Learning: Internship/Industry Placement requirements for specific courses, as defined in the Student On-line Handbook.

*A minimum of 200 work integrated learning hours is required.*

#### **Work integrated learning**

This programme is designed for support services students who have access to workplace practicum experiences. Large aspects of the programme are set in an authentic work-based environment where through reflection and feedback, students will reflect on and evaluate their practice to develop self-improvement goals

#### **Work-based learning**

This will be delivered through short focussed placements that will support the embedding of knowledge and skills developed on the programme. Often this will take place at the student's existing workplace, or at a placement organised by the programme staff. Students will be supported by an onsite supervisor or mentor, and a Unitec member of staff responsible for monitoring and supporting the placement to ensure that knowledge and skills are applied appropriately.

### 3.3 Mahi Akoranga I A Wāhanga | Course Load per Semester

The normal full-time course load is 60 credits per semester, or 75 credits with the approval of the relevant academic authority.

### 3.4 Whakaurunga Takiwā | Enrolment periods

- The normal enrolment period is two semesters (full-time study) or four semesters (part-time study).
- Students who are prevented by ill health, or other cause, from completing the programme

requirements within the maximum period of enrolment, the relevant academic authority may approve suspension of enrolment for up to a maximum of one semester.

- c. The maximum period to complete this qualification, with the approval of the relevant academic authority is four years.

### 3.5 Hōtaka Whakarerekē O Ngā Āhuetanga Ako | Modified Programmes of Study

There are no modified programmes of study in this programme.

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## 4. Tūtukitanga Whakamihi | Credit Recognition

### 4.1 Whakawhiti Tūtukitanga | Cross Credit

- a. Credits will not be awarded for successful study that took place more than 5 years prior to the date of first enrolment in the programme.
- b. A student may be awarded credits or exemptions in recognition of successful equivalent study, at the same or a higher level in the context of another programme.
- c. The credit recognition may be:
  - i. specified, where there is direct equivalence of the learning outcomes of a completed course and a course in the programme; or
  - ii. unspecified, where the previous study has taken place in a programme with a similar philosophy but there is no exact match in the programme's courses.

### 4.2 Aromatawai Tōmua | Assessment of Prior Learning (APL)

Assessment of Prior Learning is available for all compulsory core courses in this programme. APL is not available for any practicum courses. APL decisions will be made on a case-by-case basis under the Unitec Assessment of Prior Learning Policy.

### 4.3 Ngā whakawhitinga | Credit Transfer Arrangements

There are no credit transfer arrangements for this programme.

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## 5. Waeture Aromatawai | Assessment Regulations

Assessment regulations comply with Unitec's Assessment and Grading Procedures and Regulations.

### 5.1 Paparahi Aromatawai | Assessment basis

Assessment in this programme is achievement based using an 11-point scale. Students must obtain at least 50% overall score in any achievement based course.

Assessment elements in each course are generally compulsory unless noted otherwise.

### 5.2 Ākoranga Taumata | Course grades

Course grades will be determined by the mathematical aggregation of weighted assessment marks and reported according to the following scales. Students must obtain at least 50% overall score in order to pass achievement based assessment.

**Table 3a: Achievement based (11-point) assessment system**

Grade	Meaning	Result	Percentage
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A+	Distinction	Credits Earned	90 – 100
A	Distinction	Credits Earned	85 – 89
A-	Distinction	Credits Earned	80 – 84
B+	Merit	Credits Earned	75 – 79
B	Merit	Credits Earned	70 – 74
B-	Merit	Credits Earned	65 – 69
C+	Pass	Credits Earned	60 – 64
C	Pass	Credits Earned	55 – 59
C-	Pass	Credits Earned	50 – 54
D	Fail	No Credits Earned	40 – 49
E	Fail	No Credits Earned	0 – 39

### 5.3 Paearu Taumata | Grade criteria

Students may be awarded one of the following grades for a course as per the criteria described in Table 4:

**Table 4: Grade Criteria**

Grade	Meaning	Criteria
CR	Credit Recognition	The student has applied for and been awarded a credit recognition from another qualification
CTG	Continuing	The Course runs for more than one semester and the final Summative Assessment has not yet occurred. No Credits earned
DEF	Deferred	The student has approval to complete a Course Assessment beyond the schedule date. Unless an exception has been approved, any Deferred Grade remaining on a student's record beyond a duration equal to that of the original course will be changed to the grade to which the Student would otherwise be entitled. No Credits earned.
DNC	Did not Complete	The grade DNC (Did Not Complete) is recorded if a student has either withdrawn after 75% of the scheduled Course duration; or not attempted a compulsory item of Assessment within a Course. No Credits earned.
ES	Student Exchange	The Student has completed an approved inter-institutional exchange and it is not appropriate for another grade to be awarded. No Credits earned.
NGA	No Grade Associated	Course Assessment and reporting of results is carried out by an external agency. No Credits earned
R	Restricted Pass	The student has been awarded a restricted pass subject to Relevant clause in this schedule. Credits earned.
W	Withdrawn	The student withdraws from a Course after 10% of the scheduled Course duration and up to, or at, the date at which 75% of the scheduled Course has passed. No credits earned.
#	Estimated Grade	If any portion of Summative Assessment has been estimated, the final grade will be an estimated grade, and annotated “#” on the Student's Academic Record.

### 5.4 Aromatawai Mahinga | Assessment Procedures

#### 5.4.1 Aromatawai I Roto I Te Reo | Assessment in Te Reo

All students have the right to submit any summative assessment task in Te reo Māori. The process for submission of summative assessment work in Te reo Māori is detailed on Programme Moodle pages and other course material.

Assessment in Te Reo Māori is governed by the Unitec Assessment in Te Reo Māori procedure.

#### 5.4.2 Tāpaetanga Tōmuri | Submission and late submission of work

- a. The due dates for all summative assessment work will be notified at the commencement of each course.
- b. Any assessment that is submitted late (and does not have a prior approved extension) will be penalised by a deduction of 10% per day of the student's assignment mark, up to five (5) days, inclusive of weekends.
- c. Applications for extensions must be made according to the process described in the Student Handbook.
- d. Any extension will be carried out within a specified time period as agreed with the relevant academic authority and no further extensions will be granted.
- e. No assignments will be accepted five (5) days (inclusive of weekends) after the due date. If the assessment is not compulsory, the student will receive a 'zero' grade for that assignment. If the assignment is compulsory, then the student will receive a DNC grade for the entire course.

#### 5.4.3 Whakamātautau Anō | Resubmission or Reassessment

A student may apply to undertake a resubmission/reassessment for a failed assessment\* <which scored a # grade> within 5 days of receiving their marked assessment. Approval to resubmit or to be reassessed is at the absolute discretion of the relevant academic authority.

- a. Students are entitled to only one reassessment or resubmission of each failed assessment event.
- b. All resubmissions/reassessments will be carried out within a specified time period as agreed with the relevant academic authority.
- c. In all cases for resubmission, the original marked assignment will accompany resubmitted assignments. If resubmitted work is not accompanied by the original marked assignment, the resubmitted work will not be marked and the original grade will stand.
- d. The maximum grade for any resubmission/reassessment of an assessment is the lowest pass grade.
- e. Assignments that are handed in late are not eligible for resubmission or reassessment.

#### 5.4.4 Āhuatanga Aromatawai Motuhake | Special Assessment Circumstances

Any student whose performance in a summative assessment is affected by factors beyond their control may apply for Special Assessment Circumstances under the following conditions:

- a. The student was unable to complete the summative assessment item; *or*
- b. The students' ability to complete the summative assessment (preparation/performance) was impaired; *or*
- c. The student needs to request extra time to complete the summative assessment (see 5.4.3 above).

#### **5.4.5 Pāhi Rāhui | Restricted passes**

A restricted pass may be awarded in a course which was narrowly failed and where there is ample evidence that marginal failure is compensated by good overall performance.

- a. A restricted pass is awarded at the discretion of the relevant academic authority and may not be applied for directly by a student. The relevant academic authority may, at their discretion, use a restricted pass to:
  - set conditions for future performance in other courses;
  - prevent a student from using a restricted pass to meet the prerequisite requirements of another course.
- b. A student may decline the award of a restricted pass by notifying the relevant academic authority in writing not later than 20 working days from notification of the results.

#### **5.4.6 Akoranga Tuaruatanga | Repeating Courses**

Students may enrol and repeat courses that they have failed, up to 2 times. Permission to enrol a third time is governed by 5.4.7 below.

Students who are repeating a course would normally be required to submit all assessment items. In some cases, with the prior approval of the relevant academic authority, students may not be required to repeat an equivalent assessment item that they had previously passed. This should be negotiated within the first two weeks of the commencement of the course.

#### **5.4.7 Whakakorenga | Exclusions**

No student will be allowed to enrol in any course more than twice unless there are exceptional circumstances approved by the relevant academic authority.

- a. Any Student who, over the last four semesters of his or her studies at Unitec and any relevant study at another institution, has not achieved a Pass Grade in Courses equivalent to one half or more of the Credits in which he or she has been enrolled over that period, may be excluded by the relevant Academic Authority from enrolment in assessed Courses in any Programme, and may not be permitted to re-enrol in any Programme without the prior written permission of the relevant Academic Authority.
- b. A Student who has not achieved a Pass Grade in the same Course on two occasions shall not be enrolled again for that Course except with the permission of the relevant Academic Authority.
- c. The relevant Academic Authority will advise the Student in writing of their decision, and the reasons for such decision, and any orders made.

### **5.5 Examination Regulations**

All examinations in this programme are governed by the Unitec Examinations Regulations;

### **5.6 Tono Pira | Appeals**

Students may appeal the decisions made under these regulations in accordance with the Student Appeal Procedure.

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## **6. Āhuatanga Tauwhirowhiro Ritenga | Transitional Arrangements**



## 6.1 Āhuatanga Tauwhirowhiro Ritenga | Transitional Arrangements

- All current and previously enrolled students yet to complete the current programme will be contacted in writing and advised of their options during Semester Two 2018.
- All transition students will undergo a mapping exercise resulting in an individual learning plan.
- Transition arrangements adhere to the principle that no student will be disadvantaged by this transition.

## 6.2 Hōtaka Whakarerekē O Ngā Āhuatanga Ako | Modified Programmes of Study

Modified programmes of study allow transitioning students to achieve the award of this qualification by undertaking a modified set of courses which may differ from those specified in 3.1 above. The modified programmes of study available to students transitioning from the Certificate in Mental Health and Addiction Support to this programme will be developed on Individual learning plans where the learning and assessment will be in the context of new courses.

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## 7. Whakaritenga Whānui | General Provisions

### 7.1 Whakamāramatanga ā-kaupapa | Definition of Terms

In these regulations, unless the context otherwise requires, the following definitions shall apply:

- 'Affected' means influenced in some way. For time-constrained items such as tests, Examinations, and presentations this may include the inability to attend any or all of the Assessment events, or diminished performance. For other items it may be the inability to meet deadlines, or diminished performance within deadlines.
- 'Factors beyond the control of the Student' means any circumstance or situation, which the Student could not have reasonably prevented, including, but not limited to, sickness or injury to the Student, or bereavement.
- 'Relevant academic authority' refers to an individual or role holder, or in some cases a committee, who have been delegated the authority to make a decision within a specific circumstance. A schedule of the various relevant academic authority delegations is maintained by the Programme Academic Quality Committee responsible for the Programme.

### 7.2 Ētahi Atu Whakaritenga | Other provisions not covered elsewhere

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## 8. Kupu Āpiti | Schedules or Appendices

### Appendix 1: Tohu Mātauranga | Qualification Details

#### Qualification details

<b>Title</b>	New Zealand Certificate in Health and Wellbeing (Social and Community Services) (Level 4) with strands in Community Facilitation, Community Health Work, Mental Health and Addiction Support, and Social Services		
<b>Version</b>	1	<b>Qualification type</b>	Certificate
<b>Level</b>	4	<b>Credits</b>	120
<b>NZSCED</b>	090511	Society and Culture > Human Welfare Studies and Services > Community Client Care	

<b>Qualification developer</b>	Careerforce
<b>Next review</b>	December 2020
<b>Approval date</b>	June 2015
<b>Strategic purpose statement</b>	<p>The purpose of this qualification is to provide organisations within the health and wellbeing sectors with graduates who have the skills, knowledge and behaviours required to work alongside people, family and/or whānau accessing social and community services, under broad guidance.</p> <p>This is an entry level qualification designed for people already working in, or those who intend to develop a career supporting the health and wellbeing of people, family and/or whānau and the wider community.</p> <p>This qualification is not associated with professional registration or a clinical scope of practice.</p>
<b>1 Outcome Statement</b>	<p><b>Graduate profile</b></p> <p>Graduates of this qualification will be able to:</p> <ul style="list-style-type: none"> <li>- engage and communicate with people, family and/or whānau accessing social and community services in a manner which respects their socio-cultural identity, experiences and self-knowledge</li> <li>- relate the history of Māori as tangata whenua and knowledge of person-whānau interconnectedness to own role in a health and wellbeing setting</li> <li>- display self-awareness, reflective practice and personal leadership in a health and wellbeing setting</li> <li>- actively contribute to a culture of professionalism, safety and quality in a health and wellbeing organisation</li> <li>- relate the purpose and impact of own role to the aims of the wider health and wellbeing sector.</li> </ul> <p><b>Graduates of the Community Facilitation strand will be able to:</b></p> <ul style="list-style-type: none"> <li>- work alongside people, family and/or whānau in a community facilitation setting to support autonomy by using tools and strategies to identify goals, address barriers and achieve aspirations.</li> </ul> <p><b>Graduates of the Community Health Work strand will be able to:</b></p> <ul style="list-style-type: none"> <li>- work alongside people, family and/or whānau in a community health setting to support autonomy by using tools and strategies to promote self-management of health and wellbeing.</li> </ul> <p><b>Graduates of the Mental Health and Addiction Support strand will be able to:</b></p> <ul style="list-style-type: none"> <li>- work alongside people, family and/or whānau in a mental health and/or addiction setting to support autonomy by using tools and strategies to foster hope, support recovery and build resilience.</li> </ul>

		<p><b>Graduates of the Social Services strand will be able to:</b></p> <ul style="list-style-type: none"> <li>- work alongside people, family and/or whānau in a social service setting to support autonomy by using tools and strategies to reduce vulnerability and build resilience.</li> </ul>
	<b>Education pathway</b>	<p>This qualification may build on the New Zealand Certificate in Health and Wellbeing (Level 3) [Ref: 2470], or the New Zealand Certificate in Youth Work (Level 3) [Ref: 2448], or the National Certificate in Educational Achievement.</p> <p>For graduates who intend to pursue further study related to health and wellbeing, this qualification may lead on to the New Zealand Certificate in Public Health and Health Promotion (Level 5) [Ref: 1865], New Zealand Diploma in Addiction Studies (Applied) (Level 6) [Ref: 2733] or bachelor's degrees in related health and wellbeing subject areas.</p> <p>For graduates who intend to pursue further study related to leadership and management, this qualification may lead on to the New Zealand Certificate in Business (First Line Management) (Level 4) [Ref: 2456], the New Zealand Diploma in Business (Level 5) [Ref: 2459] and New Zealand Diploma in Business (Level 6) [Ref: 2460] or bachelor's degrees in related leadership and management subject areas.</p>
	<b>Employment pathway</b>	<p>Graduates of this qualification will have the skills and knowledge to be employed in a range of roles working alongside people, family and whānau across health and wellbeing sectors.</p> <p>Graduates of the Community Facilitation strand will be employed in roles supporting people to identify and achieve their aspirations including disability support, diversional therapy, employment, housing and budget support and information provision.</p> <p>Graduates of the Community Health Work strand will be employed in roles supporting people to self-manage their health and wellbeing including tamariki ora support, field officers, health and/or wellbeing coaches and community health work.</p> <p>Graduates of the Mental Health and Addiction Support strand will be employed in roles supporting people foster hope and support recovery including mental health and addiction support work.</p> <p>Graduates of the Social Services strand will be employed in roles supporting people to reduce vulnerability and build resilience including family violence support, social justice advocacy, community development work and refugee support.</p>

## Qualification specifications

<b>Qualification award</b>	<p>This qualification can be awarded by an organisation which has an approved programme of study or industry training programme leading to the qualification.</p> <p>The certificate will display the title of the qualification and the logos of the New Zealand Qualifications Framework, and the name and/or logo of the awarding tertiary education organisations.</p>
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<b>Evidence requirements for assuring consistency</b>	<p>Evidence may include:</p> <ul style="list-style-type: none"> <li>- Assessment information leading to the achievement of the graduate outcomes</li> <li>- A portfolio of student work relating to the qualification</li> <li>- Stakeholder feedback on outcome achievement which may include feedback from graduates, end-users, and/or next users</li> <li>- TEO moderation outcomes which may include moderation/benchmarking across common programmes</li> <li>- Relevant External Evaluation and Review (EER) data.</li> </ul>
<b>Minimum standard of achievement and standards for grade endorsements</b>	<p>The minimum standard of achievement for the qualification is the achievement of all of the core outcomes and one of the strands.</p>
<b>Other requirements for the qualification (including regulatory body or legislative requirements)</b>	<p>Candidates for this qualification should be aware that employees and volunteers working in the health and wellbeing sectors are required to undergo initial and ongoing checks to ensure they are a fit and proper person to provide support.</p>

## General conditions for the programme leading to the qualification

<b>General conditions for programme</b>	<p>Programmes leading to this qualification must include a minimum of 200 hours of workplace practice and experience which contributes to the achievement of the qualification's outcomes.</p> <p>Workplace practice may include individual and/or group reflection and supervision facilitated by an education provider.</p> <p>The application of person-centred and directed, goal-centred and strengths-based approaches is inherent in the performance of the outcomes and must be developed as part of programmes leading to the qualification.</p> <p>Programmes must include a consideration of the specific capabilities, vulnerabilities and needs of children in the relevant context.</p> <p>Programmes that reflect the cultural and social aspirations of Māori and Pasifika learners must include culturally appropriate resources and delivery methods.</p> <p>Programmes leading to this qualification must adhere to and be consistent with any ethical, legislative or contractual requirements to which the setting or role is subject.</p>
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### Conditions relating to the Graduate profile

<b>Qualification outcomes</b>	<b>Conditions</b>
<p>1 Engage and communicate with people, family and/or whānau accessing social and community services in a manner which respects their socio-cultural identity, experiences and self-knowledge.</p>	

	15 credits	
2	Relate the history of Māori as tangata whenua and knowledge of person-whānau interconnectedness to own role in a health and wellbeing setting. 10 credits	
3	Display self-awareness, reflective practice and personal leadership in a health and wellbeing setting. 15 credits	
4	Actively contribute to a culture of professionalism, safety and quality in a health and wellbeing organisation. 15 credits	
5	Relate the purpose and impact of own role to the aims of the wider health and wellbeing sector. 15 credits	
<b>Community Facilitation strand</b>		
6	Work alongside people, family and/or whānau in a community facilitation setting to support autonomy by using tools and strategies to identify goals, address barriers and achieve aspirations. 50 credits	
<b>Community Health Work strand</b>		
7	Work alongside people, family and/or whānau in a community health work setting to support autonomy by using tools and strategies to promote the self-management of health and wellbeing. 50 credits	
<b>Mental Health and Addiction Support strand</b>		
8	Work alongside people, family and/or whānau in a mental health and/or addiction setting to support autonomy by using tools and strategies to foster	

	hope, support recovery, and build resilience 50 credits	
<b>Social Services strand</b>		
9	Work alongside people, family and/or whānau in a social services setting to support autonomy by using tools and strategies to reduce vulnerability and build resilience 50 credits	

## Transition information

<b>Replacement information</b>	<p>This qualification replaces the following national qualifications:</p> <ul style="list-style-type: none"> <li>- National Certificate in Social Services (Level 4) [Ref: 0250]</li> <li>- National Certificate in Diversional Therapy (Level 4) [Ref: 0727]</li> <li>- National Certificate in Social Service Work with Abuse Neglect and Violence (Level 4) [Ref: 0845]</li> <li>- National Certificate in Tamariki Ora – Well Child Services (Level 4) [Ref: 1089]</li> <li>- National Certificate in Employment Support (Level 4) [Ref: 1173]</li> <li>- National Certificate in Mental Health and Addiction (Level 4) [Ref: 1678]</li> <li>- National Certificate in Community Support Services (Disability Information Provision) (Level 4) [Ref: 1406]</li> </ul>
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Learners currently enrolled in programmes leading to the replaced qualifications may either complete the requirements as specified below, or transfer their results to this replacement qualification.

The last date for entry into programmes leading to the replaced qualifications is 31 December 2017. The last date for award of the replaced qualification is 31 Dec 2019.

It is the intention of Careerforce that no existing trainee should be disadvantaged by these transition arrangements. Any person who considers they have been disadvantaged may appeal to:

Careerforce  
PO Box 2637  
Wellington 6140  
Email: [info@careerforce.org.nz](mailto:info@careerforce.org.nz)