HLT40221 – Certificate IV in In Aboriginal and/or Torres Strait Islander Primary Health Care Practice

Student Information 2026

Nindila Training Centre

Bega Garnbirringu Health Services Incorporated

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Registered Training Organisation (RTO) Details:

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HLT40221 CERTIFICATE IV IN ABORIGINAL AND/OR TORRES STRAIT ISLANDER PRIMARY HEALTH CARE PRACTICE

QUALIFICATION DESCRIPTION

This qualification reflects the role of Aboriginal and Torres Strait Islander health practitioners. It is specific to Aboriginal and/or Torres Strait Islander people who work as part of a multidisciplinary health care team providing primary health care services to Aboriginal and/or Torres Strait Islander clients and communities.

They provide culturally safe health and wellbeing promotion, preventative health care and clinical treatment services in a diversity of locations including urban, rural and remote settings.

Aboriginal and Torres Strait Islander health practitioners use initiative and judgement within the parameters of practice standards, treatment protocols and clinical supervision arrangements established by the employing organisation.

This qualification provides a pathway to work in a range of health care settings including Aboriginal and/or Torres Strait Islander community organisations, and the public or private health sector.

Aboriginal and Torres Strait Islander health practitioners are registered with the Aboriginal and Torres Strait Islander Health Practice Board of Australia (ATSIHPBA) and, only when registered, can use the protected title of Aboriginal and/or Torres Strait Islander health practitioner. However, registration is not automatically linked to an individual's certification in this qualification. Current requirements for practitioners to complete an accredited program of study, and how training organisations accredit their program, should be checked with the Aboriginal and Torres Strait Islander Health Practice Accreditation Committee (ATSIHPAC).

Nindila's HLT40221 Certificate IV in Aboriginal and/or Torres Strait Islander Primary Care Practice

(Current Release 22nd December 2025) qualification complies with all requirements as per the qualification rules on Training.gov.au Training/Details/HLT40221

ENTRY REQUIREMENTS

No minimum education standard is set as a prerequisite to entry to this course.

However, a general command of spoken and written English, the ability to write a simple report and basic math's is required for units of competency within this qualification.

This course requires the satisfactory completion of all assessment tasks.

Students are required to complete an LLN and Digital assessment as part of the enrolment process.

Students need to be 18 years or above to be eligible for AHPRA student registration.

UNITS OF COMPETENCY

19 Units of Competency must be completed for the HLT40221 Certificate IV in Aboriginal and/or Torres Strait Islander Primary Care Practice Qualification consisting of

14 core units
5 elective units

CORE UNITS

CHCCOM002	Use communication to build relationships.
CHCLEG001	Work legally and ethically.
HLTAADV002	Support the rights and needs of clients.
HLTAHCS004	Complete comprehensive physical health assessments
HLTAHCS006	Implement complex health care plans.
HLTAHPR007	Promote lifestyle change.
HLTAMED002	Support the safe use of medications.
HLTAMED003	Administer medications.
HLTASEW002	Assess and support the social and emotional wellbeing of clients.
HLTAWOR002	Work in Aboriginal and/or Torres Strait Islander primary health care
HLTAWOR003	Use and promote reflective practice in Aboriginal and/or Torres Strait Islander primary health care.
HLTAWOR004	Provide support to address social and cultural determinants of client and community health.
HLTINF006	Apply basic principles and practices of infection prevention and control.
HLTWHS001	Participate in workplace health and safety.

ELECTIVE UNITS

- HLTAID011 Provide first aid. **(External Delivery)**
- BSBMED303 Maintain patient records
- CHCDFV001 Recognise and respond appropriately to domestic and family violence.
- HLTPAT008 Identify and respond to clinical risks in pathology collection
- HLTPAT014 Perform venous blood collections.

Qualification and unit details can be found on the following link on training.gov.au

INTENDED CLIENT GROUP(S) AND THEIR CHARACTERISTICS

Aboriginal and/or Torres Strait Islander people within the Goldfields region who want to develop the knowledge and skills that enable them to work as Health Workers, working as part, and under the supervision, of a multidisciplinary primary health care team to provide a range of primary health care services to Aboriginal and/or Torres Strait Islander clients and communities.

This qualification applies to Aboriginal and/or Torres Strait Islander people who are:

- Unemployed and seeking work in health-related fields.
- Employed and seeking to upgrade health related skills.

EMPLOYMENT PATHWAYS

Certificate IV in Aboriginal and/or Torres Strait Islander Primary Health Care Practice graduates will also be provided with advice on employment opportunities at the Certificate IV level and other health-related employment opportunities. These include, but are not limited to:

- Aboriginal Health Workers
- Aboriginal Health Practitioners
- Child and Maternal Health Worker
- Chronic Disease Worker

STUDENT ORIENTATION

Nindila Training Centre holds an orientation week prior to commencement of training.

The orientation week is for students to meet the team at Nindila Training Centre.

Students will gain an understanding of

- Nindila student manual
- HLt40221 student Information
- Nindila's Policies and procedures
- Delivery methods and training requirements
- Student Rights and Responsibilities
- Individual student meetings
- AHPRA requirements for Students
- Completion of Working with Children's Check applications.
- Completion of Criminal Check applications
- Understanding of the roles of Aboriginal Health Workers and Practitioners
- Overview of Bega Garnbirringu Health Services and Programs that follow a holistic health model.

LEGISLATIVE / REGULATORY REQUIREMENTS

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

- Vocational Education and Training Act 1996 (WA)
- Registration Standards 2025 (TAC WA)
- Work Health and Safety Act 2020
- Work Health and Safety (General) Regulations 2022 supported by codes of practice and guidance notes
- Student Identifiers Act 2014
- Competition and Consumer Act 2010
- Age Discrimination Act 2004
- Disability Discrimination Act 1992
- Disability Standards for Education 2005
- Disability Services Act 1993 (WA)
- Public Health Act 2016
- Racial - Discrimination Act 1975
- Commonwealth Racial Hatred Act 1995
- Privacy Act 1988
- Sex Discrimination Act 1984
- Copyright Act 1968
- Fair Work Act 2009
- Children and Community Services Act 2004 (WA)
- AHPRA - ATSIHPB Student Guidelines
- AHPRA - ATSIHPB Code of Conduct
- Organisational policies and procedures

AUSTRALIAN HEALTH PRACTITIONER REGULATION AGENCY

AHPRA - Regulating Australia's health practitioners in partnership with the National Boards.

There are 15 national boards within Australian Health Practitioner Regulation Agency (AHPRA)

The National board for Aboriginal and/or Torres Strait Islander health practitioners is:

Aboriginal and Torres Strait Islander Health Practice Board of Australia (ATSIHPB) link
Australia's national registration and accreditation scheme (the National Scheme) began nationally on 1 July 2010, with the exception of Western Australia which joined the scheme on 18 October 2010.

Under the National Law, the National Boards of each of the 15 professions have the power to register students.

The National Scheme is governed by nationally consistent legislation, the Health Practitioner Regulation National Law as in force in each State and Territory (the National Law). The role of the National Boards under the National Law is to protect the public.

AHPRA STUDENT REGISTRATION

On 1 July 2012, the Aboriginal and Torres Strait Islander health practice professions joined the National Scheme for which student registration also applies.

The Student Register is confidential.

AHPRA cannot provide validation of student enrolment to health services that are not the designated education provider. AHPRA and National Boards take their obligations to protect individual's privacy seriously.

The National Law imposes a duty of confidentiality on persons exercising functions under the Law, and information is only disclosed by AHPRA or a National Board if the disclosure is within the law.

Students do not need to do anything to register with their National Board. It is the responsibility of education providers to ensure they have provided AHPRA with the details of all students enrolled in an approved program of study or who are undertaking clinical training.

Once Nindila Training Centre has registered you as a student studying HLT40221Certificate IV in Aboriginal and/or Torres Strait Islander Primary Health Care Practice your will receive notification from us about your registration.

Once you have completed your training the National Board will be notified of the outcome of your qualification and your student registration will be finished.

For more information a copy of the student registration fact sheet is included in your orientation day folder

PRACTITIONER GRADUATE REGISTRATION

Students due to complete or have recently completed an Australian approved program of study can smooth the path from study to work by following the three steps to registration for graduates.

The three steps to registration

Step 1
Create your account using the online services portal and complete your application.

Step 2
Upload your documents and pay the required fees. Check that you have provided all required documents to prove you've met the requirements for registration, including certified copies of your proof of identity (see below for more information). You can save your application and come back to it by clicking the continue

Step 3
Wait for your education provider to provide your graduate results to Ahpra.

What happens next?
AHPRA will let you know via email when they have assessed your application and are awaiting your graduate results. If they need any further information, we will contact you.

Once your graduate results are received from your education provider and they are satisfied that you have met all the requirements for registration, your application will be finalized.

ABORIGINAL AND/OR TORRES STRAIT ISLANDER REGISTRATION STANDARD

This standard was approved by the Australian Health Workforce Ministerial Council in December 2011 pursuant to the Health Practitioner Regulation National Law (the National Law) as in force in each state or territory, with approval taking effect from 1 July 2012.

This standard is to enhance the quality of holistic health care that is provided by Aboriginal and Torres Strait Islander health practitioners to the community in a culturally safe manner.

> **Only persons who are Aboriginal and/or Torres Strait Islander are eligible for registration as an Aboriginal and Torres Strait Islander health practitioner.**

Aboriginal and Torres Strait Islander health practitioner means a person registered by the Aboriginal and Torres Strait Islander Health Practice Board. The practitioner may use the titles:

- Aboriginal health practitioner,
- Aboriginal and Torres Strait Islander health practitioner,
  or
- Torres Strait Islander health practitioner.

A practitioner may be required to be registered as part of their employment requirements, even if the protected title is not used.

The current wording implies that an employer must have their staff use a protected title for anyone performing the functions of an Aboriginal and Torres Strait Islander health practitioner.

In fact, an employer may call a job anything they like, but if the employer requires the practitioner to hold registration as an Aboriginal and Torres Strait Islander health practitioner as a requirement of the job, the practitioner must be registered to be employed.

While the employer's requirements are not part of the National Law, it is another situation that may apply to a practitioner without using a protected title.

Registered Aboriginal and Torres Strait Islander Health Practitioner must operate solely within their scope of practice, as determined by their training and skills competencies.

Further information on the registration process is available on the AHPRA website.

COURSE FEES

It is important that participants clearly understand the fees to be charged for courses they are undertaking prior to training commencing.

CURRENTLY FUNDED JOBS AND SKILLS WA

HLT40221 Certificate IV Aboriginal and/or Torres Strait Islander Primary Health Care Practice. This training is delivered under Jobs and skills WA Program utilising funding from the Western Australian Government to subsidise the cost of training.

"The Student tuition fees are indicative only and are subject to change given individual circumstances at enrolment.

(Please refer to student manual under FEES SECTION for more information)

SUPPLIED AT NO COST TO THE STUDENT

Nindila Training Centre will supply all materials needed for you to complete your training such as:

- you will be given your training materials in hard copy.
- all textbooks and resources are provided by Nindila Training Centre.
- Nindila Training Centre will supply all stationery and materials needed to complete the course.
- free access to computers and Internet at Nindila Training Centre during your scheduled block sessions.
- during your placement Nindila Training Centre will cover your expenses for any PPE, Uniforms, and any other required materials associated with the course delivery.

COURSE DELIVERY METHOD

The course is delivered on a mixed method approach with a combination of face to face trainer led sessions at Nindila Training Centre.

COURSE DURATION AND LOCATION

This course will be delivered over a period 18 to 24 months

- The course runs for a total of 1873 hours, with block training hours reflecting the complexities of block modules.
- The training modules are organised into weekly study/learning blocks, with one or 2 week a month of theory.
- Theory component conducted at Nindila Training Centre
- Practical/Workplace components may be conducted at various locations.
- Students maybe required to complete course work between scheduled blocks.

ASSESSMENT REQUIREMENTS

To achieve HLT40221 you must be assessed as competent in 19 units of competency: 14 core (compulsory) units and 5 elective units. Each unit has its own set of assessment requirements published on the national training register (training.gov.au), which set out exactly what evidence you need to provide.

HOW YOU WILL BE ASSESSED

- **Written tasks** — Short answer questions
- **Scenarios** — analysing realistic client and community situations and explaining how you would respond;
- **Simulated and role-play activities** — practising client interactions, health assessments and emergency responses in a simulated clinic setting before being assessed in the workplace;
- **Clinic and work placement** — supervised practice and assessment in a real Primary Health Care clinic or workplace (see Work placement below);

You must be directly observed by your assessor at least once for practical skills such as physical health assessment, complex care planning, and medication administration.

WORK PLACEMENT

Students will be required to attend work placement. (500 hours AHPRA - ATSIHPB recommended)
Where the student is employed in an appropriate workplace, under suitable supervision provided by the employer, with instruction from Nindila Training Centre Assessors, students will be able to demonstrate competence through their daily work practices.

Where students are not employed in a health-related field, Nindila Training Centre has MOUs in place with various entities to provide students with a variety of work placement options.

These include:

- Bega Clinic
- Bega Social Support Depatment
- Bega SEWB Department

Students will sign a Student Placement Agreement that outlines:

- the responsibilities of all parties (Bega Garnbirringu Health Service (BGHS) Nindila Training Centre, Student, and Host Organisation) for training courses delivered by Nindila Training Centre, where student training placements are part of the course requirements. This Agreement is required for any Work Placement undertaken as part of a training course being conducted by BGHS Nindila Training Centre.

All parties (BGHS Nindila Training Centre, Student, and Host Organisation) must sign this agreement to initiate this approved work placement agreement. This agreement is required where the work placement is:

- managed and organised by Nindila Training Centre.
- undertaken under the supervision of a host organisation.
- directly related to the course of study being undertaken by the student.

WORK PLACEMENT REQUIREMENTS

Prior to work placement all students are required to provide the information below if not already held by Nindila Training Centre

- Current First Aid Certification
- Current National Police Clearance Certificate
- Current Working with Children Check
- Hand Hygiene Australia Certificate

FOUNDATION SKILLS

All training and assessment delivered Nindila Training Centre contain Foundation Skills.

This information explains foundation skills that you will use during HLT40221 Certificate IV in Aboriginal and/or Torres Strait Islander Primary Health Care Practice. It is here to help you understand what to expect from the course, and to let you know about the support that is available if you need it.

WHAT ARE FOUNDATION SKILLS?

Foundation skills are the everyday reading, writing, talking, listening and maths skills you use in training, at work and in daily life. Every unit in this course uses these skills in some way — for example, reading a client's file, writing up notes after a visit, explaining a procedure to a client, or working out a dose of medication.

> **You don't need to be an expert in all of these areas before you start. This course is designed to build your skills and confidence step by step, with support along the way.**

FOUNDATION SKILLS YOU'LL NEED FOR THIS COURSE

This is the complete, Foundation Skills table for HLT40221, covering all 14 core units and the 5 elective units in this qualification. It lists every foundation skill area used across the course, with a description of how that skill is applied. The unit code(s) in brackets after each point show exactly which unit that skill comes from — your trainer can talk you through any of these in more detail.

Skills	Description
Learning	• to identify the scope and nature of own legal and ethical responsibilities and work within legal, ethical and organisational guidelines (CHCLEG001) • to follow organisational infection prevention and control procedures and recognise contamination, hazards and non-compliance (HLTINF006) • to follow workplace policies and procedures, follow emergency procedures and conduct risk assessments (HLTWHS001) • to follow procedures for first aid and emergency responses and recognise potential risks, adverse reactions and complications (HLTPAT008) • to follow organisational venous blood collection procedures and seek assistance where required (HLTPAT014) • to work in line with established first aid principles and ARC guidelines and monitor a casualty's condition (HLTAID011) • to locate, access and interpret information on factors impacting on Aboriginal and/or Torres Strait Islander health and the delivery of primary health care services, and apply primary health care principles in familiar and less familiar contexts (HLTAWOR002) • to use information provided in national guidelines to update and extend knowledge of healthy lifestyle practices (HLTAHPR007) • to use opportunities to extend knowledge of factors affecting community health (HLTAWOR004)
Numeracy	• to interpret safety signs and plans (HLTWHS001) • to record blood volume measurements, times, dates and additives (HLTPAT014) • to measure time in minutes, count cycles of compressions and ventilations, and gauge the depth of chest compressions (HLTAID011)

Skills	Description
	• to use and interpret readings of medical equipment including haemoglobinometer, tape measure, sphygmomanometer, scales, thermometers, glucometer and peak expiratory flow rate meter, and to measure vital signs including temperature, pulse, blood pressure and respiratory rate (HLTAHCS004) • to interpret pathology test results involving graphs, percentages and ratios (HLTAHCS004) • to interpret sometimes complex medical numerical data and abbreviations in standard treatment protocols and client records, and carry out care plan treatments including immunisations, CPR and nebuliser administration (HLTAHCS006) • to interpret nutritional information expressed in kJ, calories, g, mg, mcg, percentages and decimals (HLTAHPR007) • to measure and administer medication accurately (HLTAMED002, HLTAMED003)
Reading	• to interpret organisational procedures and protocols for pathology collection, first aid and emergency responses (HLTPAT008) • to interpret venous blood collection procedures (HLTPAT014) • to engage with first aid guidelines, procedures and codes of practice (HLTAID011) • to access and interpret sources of information about legal and ethical requirements related to job role (CHCLEG001) • to interpret infection prevention and control procedures (HLTINF006) • to access and interpret workplace safety policies and procedures, including safety signs and instructions (HLTWHS001) • to interpret key information in organisational policies and regulations, health strategies and relevant resources (HLTAWOR002) • to interpret various pieces of written information regarding the client's health, including referrals, test outcomes and reports (HLTAHCS004, HLTAHCS006) • to interpret client rights frameworks and information, and provide clear, synthesised information back to the client (HLTAADV002) • to interpret medicine manufacturer's specifications and access approved product information sources relating to medications (HLTAMED002, HLTAMED003) • to interpret the meaning of questions in assessment tools used to evaluate emotional wellbeing (HLTASEW002) • to locate, access, interpret and translate information on social determinants into an appropriate medium for target audiences (HLTAWOR004) • to interpret organisational recordkeeping policies and privacy legislation (BSBMED303) • to interpret domestic and family violence policies, risk assessment tools, legislation and referral information (CHCDFV001) • to interpret organisational communication policies and client files to identify communication needs (CHCCOM002)
Oral communication	• to engage effectively with team members about risks and infection control, and refer or escalate issues as required (HLTPAT008, HLTINF006) • to explain the venous blood collection procedure to individuals and obtain consent (HLTPAT014) • to seek assistance from emergency response services, show respect to the casualty, obtain permission where possible and participate in debriefing (HLTAID011) • to discuss legal and ethical dilemmas and share feedback with others (CHCLEG001) • to report risks, hazards and incidents and participate in workplace safety meetings (HLTWHS001)

Skills	Description
	• to adhere to cultural protocols to deliver client information and ask questions clearly and safely, and to interpret and respond appropriately to common cultural non-verbal cues (HLTAWOR002) • to provide clear and succinct information and instructions to clients to help them self-advocate, and to provide clear, persuasive information about client needs to other individuals or agencies (HLTAADV002) • to incorporate motivational interviewing techniques into client interactions and brief interventions, and use facilitation techniques to support client learning (HLTAHPR007) • to select and use terms that are respectful, non-judgmental and emphasise positivity, and use language and terms sensitive to clients' values and emotional state (HLTASEW002) • to explain and share ideas on potentially complex or systemic issues (HLTAWOR004) • to build rapport, negotiate, resolve conflict and facilitate meetings with clients, colleagues and stakeholders (CHCCOM002) • to clarify recordkeeping requirements with colleagues and patients (BSBMED303) • to respond to domestic and family violence disclosures with sensitivity and ask safety-focused questions (CHCDFV001)
Writing skills	• to record clear information relating to workplace risks and incidents, using words and terms appropriate to audience and purpose (HLTPAT008, HLTINF006) • to write labels and collection documentation that includes accurate information, using venous blood collection terminology including abbreviations (HLTPAT014) • to report incidents as appropriate (HLTAID011) • to complete risk assessments and report incidents, where required, in writing (HLTWHS001) • to produce client-based documents that use culturally appropriate and safe terms (HLTAWOR002) • to use fundamental sentence structure, health terminology and abbreviations to complete forms and reports that require factual information (HLTAHCS004, HLTAHCS006) • to create, update and file patient records, correspondence and related reports accurately (BSBMED303) • to document disclosures, risk assessments and safety plans sensitively, accurately and confidentially (CHCDFV001) • to complete case notes and routine correspondence reflecting client interactions (CHCCOM002)
Planning and organising skills	• to determine a structured approach for health assessments and complete physical examinations and tests in a logical, time-efficient sequence (HLTAHCS004)
Technology skills	• to use workplace digital tools and systems independently, and enter, organise, store and retrieve routine data in digital environments (HLTPAT008, HLTPAT014, HLTINF006) • to find online first aid related information using simple searches, and operate an automated external defibrillator (AED) (HLTAID011) • to access organisational policies and procedures, follow privacy protection guidelines, and use routine workplace digital tools and systems (CHCLEG001) • to find online workplace health and safety related information using simple searches (HLTWHS001)

Skills	Description
	• to select and use medical equipment suited to the purpose of the physical examination, clinical tests and client characteristics (HLTAHCS004) • to use digital devices and software to access client medical records (HLTAHCS006) • to use digital devices and software to accurately record administration of medication (HLTAMED003) • to use information from credible, evidence-based consumer resources to update and extend knowledge of social and emotional wellbeing issues, care options and available support services (HLTASEW002)
Learning skills	• to use reflective practice models and feedback from supervision to improve own practice (HLTAWOR003) • to use opportunities to extend knowledge and skills throughout the qualification, including through supervision and peer discussion (HLTAWOR003)
Initiative and enterprise	• to source specific information that meets the needs of specific clients and family or community groups (HLTAWOR004)
Self-management	• to use critical thinking skills to evaluate implications and provide a considered response to adverse medication reactions (HLTAMED002, HLTAMED003) • to critically evaluate specific determinants of health for clients and communities and determine appropriate responses (HLTAWOR004)
Problem-solving	• to work through complex issues and develop substantiated ideas and potential solutions (HLTAHCS006, HLTASEW002)
Teamwork skills	• to work collaboratively on complex issues with internal and external colleagues who may be working according to different philosophies and frameworks (HLTAHCS006)

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We acknowledge the traditional custodians of this land and pay our respects to Elders past, present and emerging.