

Life-saving careers  
start here



# HLT31120 CERTIFICATE III IN NON-EMERGENCY PATIENT TRANSPORT

## COURSE DURATION

12 months  
(May reduce dependent on study load)

## JOB OUTLOOK

Strong growth predicted

## STUDY MODE

**Blended:** Online self-paced study and hands-on, in-person workshops (NSW, VIC, QLD)

## CAREER OUTCOMES

Non-emergency patient transport officer

Want to know more, contact us on 1300 377 741

# COURSE OVERVIEW



*"APC have been great, flexible, and understanding of my needs."*

**- Adrian P (Google review)**

Gain the skills to make a difference in your community and put your patients' minds at ease as a trusted patient transport officer with this entry level, nationally recognised course.

The HLT31120 Certificate III in Non-Emergency Patient Transport allows you to **learn online** to your own schedule and attend an **in-person workshop** to become a patient transport professional.

Patient transport is a service provided for patients whose condition is non-life threatening and who cannot transport themselves to and from their home to a medical facility. Patient transport officers (PTOs) can make a huge difference in a patient's healthcare experience by ensuring they feel safe, comfortable and cared for.

No experience is necessary to start this course. During the practical workshop, you'll learn how to use specialist equipment and how to drive a patient transport vehicle; spending time behind the wheel to build your confidence operating a larger vehicle in busy environments.

This Certificate III is the ideal first step for those interested in a rewarding career in the healthcare sector.

## WHO IS THIS COURSE FOR?

- **You're looking to break into the healthcare industry:** This entry level course is the ideal qualification to help you get started in this rewarding sector.
- **You want to start a career in non-emergency patient transport:** This course will qualify you to start working in patient transport right away.
- **You'd like an introduction into the ambulance and private patient transport sectors:** Explore the opportunities in the industry and learn what it takes to keep your patients safe.





## WHAT YOU'LL LEARN

- How to understand and use **medical terminology** correctly, and how to talk like a healthcare professional.
- How to safely **transport patients**.
- A clear **understanding** of what "normal" **health looks like** to allow you to establish when a patient may need additional care.
- Basic management for **common injuries** and **illnesses**, including asthma and choking.
- How to manage more **advanced situations** like envenomation, fractures and shock.
- **Life saving skills** - how to perform CPR, defibrillation and provide oxygen using a BVM (bag valve mask).
- How to **communicate with a wide range of patients** in the community; from children to older patients, those living with disability and culturally and linguistically diverse patients.
- Keeping yourself safe and well: how to control and **manage stress**.

## HOW YOU'LL LEARN

With APC, you can learn around your work and life commitments to reach your goals. You can even start working in emergency care while you study.

- **Learn online**, at your own pace
- **Gain hands-on clinical skills** with a **5-day intensive workshops** in NSW, VIC, and QLD

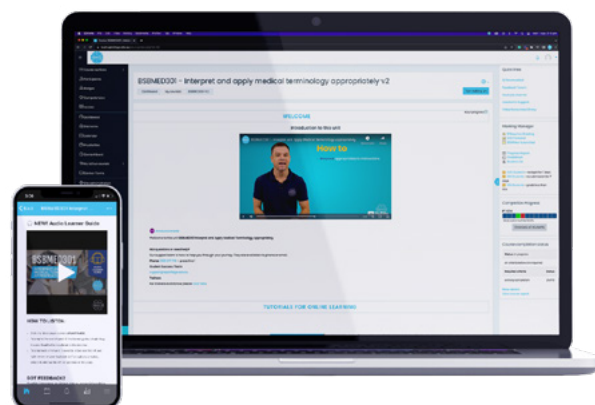
# BLENDED LEARNING



## ONLINE LEARNING

1

Learn at your own pace, around your everyday commitments, in the comfort of your own home. You can read, listen to, or watch your course content in our easy-to-use online portal.



## CLINICAL WORKSHOPS

2

Put your online learning into practice at our hands-on workshops, learning and demonstrating the practical skills you'll need to use every day when working in the industry. Workshops are held across NSW, VIC, and QLD.





# CAREER OUTCOMES



This course will qualify you to start working in the private sector **straight away** (even while you're still studying) or go onto **further study** with the Certificate IV in Health Care or Diploma in Emergency Health Care.

Here are some of the **most popular career outcomes**:



Non-emergency Patient Transport Officer



Emergency First Aid Responder



Ambulance Attendant



Private Hospital Patient Transport Officer



Volunteer or Community Ambulance Officer



"The APC make it super easy to study while working full time."

- **Tiarne F (Google review)**



"Being able to study when you can and the ongoing support from trainers has made getting my Diploma less daunting."

- **Aleysha M (Google review)**

According to indeed.com, the average salary of a patient transport officer is \$63,334 a year.

## OUR INDUSTRY PARTNERS



# UNITS OF COMPETENCY



*"I feel confident in myself that I will be able to respond to a situation whatever that may be."*

**- Ashleigh D (Google review)**

There are 13 units of competency in this qualification:

- BSBMED301 – Interpret & Apply Medical Terminology Appropriately
- HLTINF006 – Apply Basic Principles and Practices of Infection Prevention and Control
- HLTAAP001 – Recognise Healthy Body Systems
- HLTOUT010 – Communicate In Complex Situations To Support Health Care
- HLTOUT007 – Transport Non-Emergency Patients Under Operational Conditions
- HLTWHS002 – Follow Safe Work Practices For Direct Client Care
- HLTAID011 – Provide First Aid
- HLTOUT001 – Implement Safe Access And Egress
- HLTAID014 – Provide Advanced First Aid
- HLTWHS005 – Conduct Manual Tasks Safely
- HLTAID015 – Provide Advanced Resuscitation And Oxygen Therapy

## **CLINICAL INTENSIVE WORKSHOP (5 DAYS)**

- CHCDIV001 – Work With Diverse People
- HLTWHS006 – Manage Personal Stressors In The Work Environment



# ADMISSION AND ENTRY REQUIREMENTS



- Age: Be at least 16 years of age (parental consent required if under 18)
- Education: At least year-10 high-school or equivalent
- Residency: Be an AUS/NZ citizen, AUS PR, or hold an approved temporary visa
- Driver's licence: Hold a current driver's licence\*
- Technology: Have regular access to a computer and internet, and be comfortable with online study and assessments

*\*You may apply and enrol holding your learner's (L) licence however you will need a provisional licence (P) before attending workshop 1 (approx. 12 months into your course).*

## PRE-INTAKE CHECKS:

**We'll carry out some straightforward checks to ensure you're suitable to enrol in the course.**

- Language, Literacy and Numeracy: Short quiz to check basic English and math skills, and help us better support you through your course (unless already holding equivalent or higher qualification)
- Health: Medical declaration to ensure you are fit to study



# ABOUT AUSTRALIAN PARAMEDICAL COLLEGE



Australian Paramedical College is Australia's leading specialist college for pre-hospital healthcare. For over 10 years we've been giving students the skills and confidence to begin a rewarding career in the emergency healthcare industry or start on their path to becoming a paramedic. We can't wait for you to join us!

## YOUR APC TEAM

With APC, you're supported every step of the way.

Your **Trainers and Assessors** combined have decades of paramedical experience as rescue medics, industry medics or state ambulance paramedics. There's no one better to learn from.

Our dedicated **Student Support team** are available to help with everything from logging into the online learning portal, studying and staying motivated, and securing clinical placements.

If you need them, one-on-one sessions are available via phone.

## PAYMENT OPTIONS

Students can choose to pay their full course fee **upfront**, or with an affordable and **flexible payment plan** with a low deposit. Give our friendly Course Advisors a call for more information.

## RECOGNITION OF PRIOR LEARNING

You may be eligible to receive **RPL** or **credit transfer** if you have previous industry experience or hold existing qualifications.





"I don't know from where to start honestly. The best decision I made is to enroll with APC. The workshop was amazing, trainers are professional... Be friendly and show your positive attitude. They will push you to be the best and even they put pressure on you but trust me it is all for your benefit. In conclusion, I highly recommend studying with APC as they are available 24/7 to support you."

**- David G (Google review)**



"APC is led by a fantastic team with various backgrounds within the Emergency Medical Services. They are always on hand to provide support to their students, statewide and interstate, as well as having various options for students to gain resources and learning material to support their studies... I have completed my Cert IV in Health Care and the Diploma of Paramedical Science and my journey has been very successful and fulfilling... I cannot thank each and every staff member at APC enough for their support, guidance and experiences to help me make my dreams come true. True inspiration."

**- Jessica V (Facebook review)**



"I just completed the Diploma of Paramedical Science Course. Finishing school over 10+ years ago. I thought my dream of becoming a paramedic were over. Now, after completing this course I am happy to say the dream is still very much alive. This course is a challenge, but then again so is being there for a patient in the worst possible hours of their life! The APC staff and trainers are always on hand to help when you happen to lose motivation... Can not recommend this course enough!! Great trainers, helpful staff and fantastic training simulation facilities"

**- Corey N (Google review)**