



Australian Government

CHCLAH006 Coordinate planning, implementation and monitoring of leisure and health programs

Release: 1

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Modification History

Release	Comments
Release 1	This version was released in <i>CHC Community Services Training Package release 2.0</i> and meets the requirements of the 2012 Standards for Training Packages. Merged CHCRH504B, CHCRH503B. Minimal change to the elements and performance criteria. New evidence requirements for assessment including volume and frequency requirements. Minimum work hours added.

Application

This unit describes the skills and knowledge required to undertake advanced planning, coordination implementation and evaluation of programs for the provision of activities for individuals and groups.

This unit applies to workers in a range of community services and health contexts who provide leisure and health services. Work is undertaken with minimal supervision within broad but generally well-defined guidelines.

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.

Elements and Performance Criteria

ELEMENT

PERFORMANCE CRITERIA

Elements define the essential outcomes

Performance criteria describe the performance needed to demonstrate achievement of the element.

1. Plan comprehensive assessment of a client

- 1.1 Select appropriate leisure and health assessment tools
- 1.2 Develop agency specific assessment tool when appropriate assessment tool is not already available
- 1.3 Coordinate the application of the assessment tool
- 1.4 Evaluate the effectiveness of the assessment tool and process

ELEMENT

PERFORMANCE CRITERIA

Elements define the essential outcomes

Performance criteria describe the performance needed to demonstrate achievement of the element.

1.5 Critically analyse and interpret assessment results

1.6 Maintain confidentiality while assessing and documenting assessment findings and results

2. Facilitate the design of programs

2.1 Design programs using a consultative approach based on the client's needs assessment

2.2 Ensure program designs are relevant to cultural and social contexts of individuals and their community and reflect multi-cultural perspective

2.3 Develop and document individualised leisure and health program plans from the results of the assessment

2.4 Coordinate planning and design of leisure and health programs for individuals and groups

2.5 Schedule programs using clinical judgement to establish frequency, intensity and duration of leisure and health programs

2.6 Develop motivational strategies to maximise client involvement in leisure and health programs

2.7 Develop tools and processes to monitor levels of participation in leisure and health programs

2.8 Undertake activity analysis and document activity plans

3. Coordinate the implementation of programs

3.1 Ensure required resources are planned, identified and organised according to relevant needs, interests and timeframe available

3.2 Develop setting and environment for leisure and health activities within constraints of resources, location and client's needs and availability

3.3 Plan and develop timetables that provide structure and flexibility and serve as a communication tool

3.4 Implement programs, allowing for clear staff communication, adapting to conditions and needs on day, in line with service requirements

3.5 Organise off-site excursions as extension of program

ELEMENT

PERFORMANCE CRITERIA

Elements define the essential outcomes

Performance criteria describe the performance needed to demonstrate achievement of the element.

where appropriate

3.6 Maintain ongoing communication with those involved in the program

3.7 Identify and utilise facilities, materials and equipment

4. Monitor and evaluate leisure and health programs

4.1 Assess progress of each individual

4.2 Establish opportunities for regular review of program by all participants and workers

4.3 Clearly identify criteria for documentation and evaluation of leisure and health programs and use for review

4.4 Determine the appropriate range of evaluation tools and processes

4.5 Develop agency specific evaluation tools

4.6 Analyse and interpret evaluation results

4.7 Regularly document and evaluate program outcomes according to individual, role and service requirements

4.8 Use evaluation results and information to facilitate further design of programs and implement changes

Foundation Skills

The Foundation Skills describe those required skills (such as language, literacy, numeracy and employment skills) that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e0c25cc-3d9d-4b43-80d3-bd22cc4f1e53>

Assessment Requirements for CHCLAH006 Coordinate planning, implementation and monitoring of leisure and health programs

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Performance Evidence

The candidate must show evidence of the ability to complete tasks outlined in elements and performance criteria of this unit, manage tasks and manage contingencies in the context of the job role. There must be evidence that the candidate has:

- critiqued at least 1 leisure and health client assessment form identifying its strengths, weaknesses and areas for improvement
- managed leisure and health programs for 3 individuals and 3 groups
- performed the activities outlined in the performance criteria of this unit during a period of at least 240 hours of work

Knowledge Evidence

The candidate must be able to demonstrate essential knowledge required to effectively complete tasks outlined in elements and performance criteria of this unit, manage tasks and manage contingencies in the context of the work role. This includes knowledge of:

- assessment processes and techniques used for leisure and health programs
- professional documentation requirements in relation to health programs
- the role of leisure and health programs
- models of professional practice including:
 - social model
 - leisure flow
 - leisure ability
 - integrated community recreation model

- community
- person-centred practice
- different approaches to program planning and development
- criteria for selecting a specific programming approach
- assessment of key variables to guide decision-making about programming approach
- facilitation methods for a variety of learning experiences, including art, music, sport
- up-to-date information for program development and a range of sources to access this information
- relevant quality improvement and accreditation system principles
- inclusion and non-discriminatory practices and associated legislation as it applies to leisure and health programs
- work health and safety (WHS) principles and practices

Assessment Conditions

Skills must have been demonstrated in the workplace with the addition of simulations and scenarios where the full range of contexts and situations have not been provided in the workplace.

The following conditions must be met for this unit:

- use of suitable facilities, equipment and resources, including:
 - individualised plans and equipment or resources outlined in the plan
 - leisure and health assessment and evaluation tools

Assessors must satisfy the Standards for Registered Training Organisations (RTOs) 2015/AQTF mandatory competency requirements for assessors.

Links

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