

SKILLS RECOGNITION APPLICATION – DIPLOMA OF MIND BODY MEDICINE (Information and Application Form)

What is RPL / RCC or Skills Recognition?

Recognition of Prior Learning (RPL)/ Recognition of Current Competency (RCC) or Skills Recognition is a process whereby knowledge and skills you already have may be recognised, irrespective of where or how they were acquired.

Skills Recognition or RPL/RCC can apply to a wide range of skills, including those gained through employment, community involvement, formal study, informal training or life experience.

The maximum RPL/RCC/credit that can be awarded is 50% of an Ikon VET course.

Applications for RPL/RCC must be submitted PRIOR to enrolling in the course.

If you are granted RPL/RCC for a particular module/unit, you do not need to complete the module/unit and a pass is recorded on your Training Record in the same way as any other student enrolled in the unit. You may also be granted RPL for a part of a unit of competency, and speed up the process of demonstrating competence.

Why apply for RPL / RCC?

To reduce your program load and the overall learner devoted time.

To reduce costs associated with completing the course.

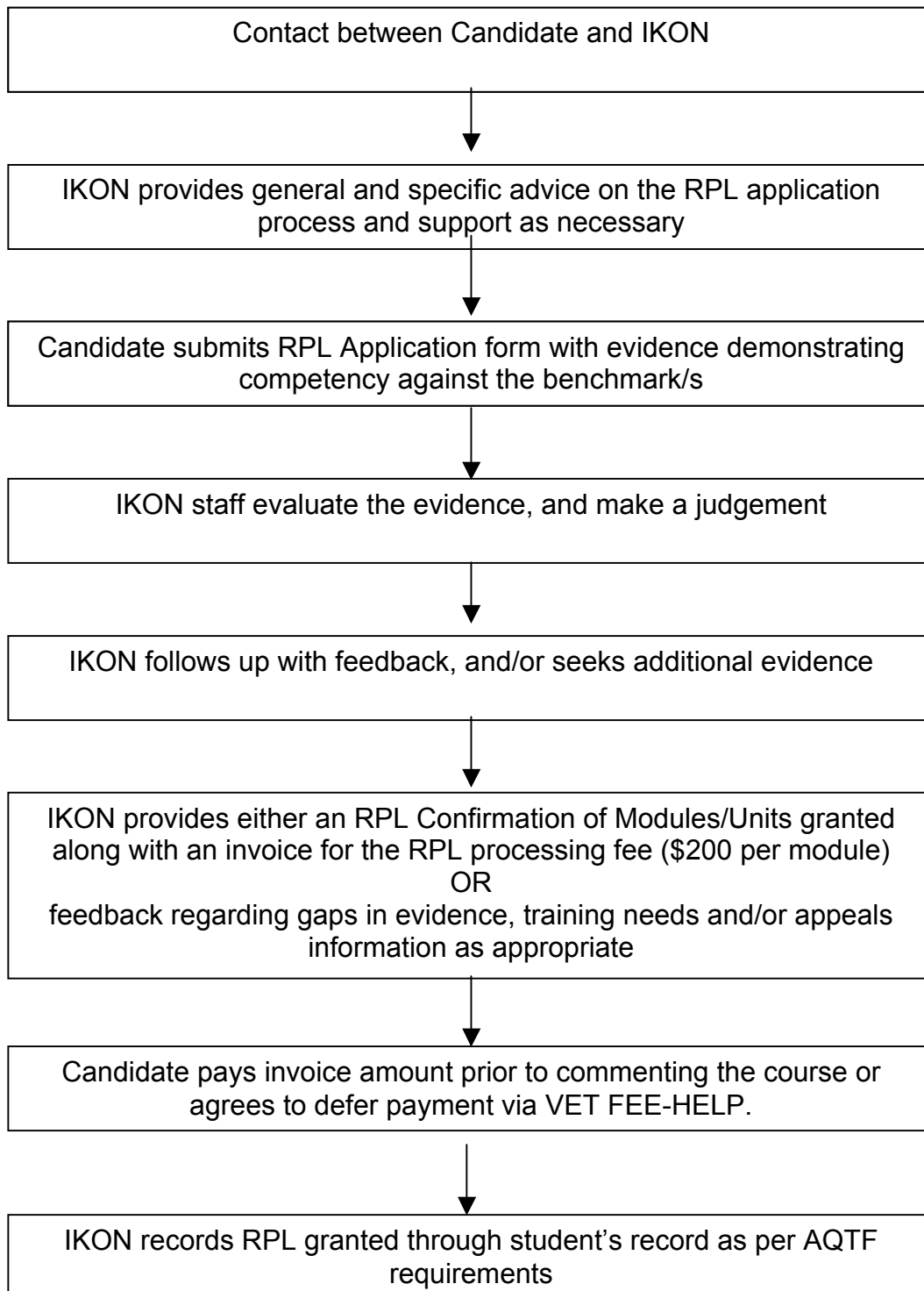
To avoid repeating learning in areas where you already have skills.

The RPL / RCC Process

The RPL / RCC process consists of the following stages:

1. Staff will provide you with information on how to make an RPL Application.
2. You complete the RPL Application form and submit it with supporting information.
3. Academic Staff trained in assessing RPL/RCC applications will assess your evidence. You may be required to attend an interview to discuss your application.
4. You are notified of the outcome of your application by email or post. If you have been granted RPL, your notification will include an invoice for \$200 per module.
5. The RPL charge of \$200 per module is paid to Ikon prior to commencing the course or deferred via VET FEE-HELP.

Skills Recognition Process



Skills Recognition (RPL/RCC) APPLICATION FORM
(Candidate to fill out and return to Ikon with the \$200 non-refundable RPL Application Fee)

1 Personal Details

First name Last Name

Address

.....Postcode

Phone (WK) (HM) (Mobile)

Email Date of Birth

Workplace Name

Workplace Address

2 Course Details

Name of Course: **Diploma of Mind Body Medicine**

Please list the Modules/Units you are seeking Recognition for:

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3 Support Details

Formal Qualifications or Training

List of any formal courses or training sessions you have attended. If possible, attach copies of Certificates and details of course outline and content (with dates).

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Informal Study Programs

List any informal training sessions you have attended. If possible, attach Certificates, and details of course outline and content (with dates).

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Relevant Work Experience

List any relevant work you have performed. Give details of your employer, including a telephone number and contact person if possible. Include details of dates and duration of employment.

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Relevant Life Experience

List any community involvement, personal interests, hobbies or skills which may support your application.

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Personal Verification

Please indicate the name and contact address or telephone number(s) of a person or persons who can substantiate your application.

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Attachments

Please list the attachments you have attached in support of this application.

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I agree to pay the RPL fee of \$200 per module/unit (or part thereof) in the following way (please tick one)

- Payment in full prior to commencing the course
- Payment deferred via VET FEE-HELP loan system

Signed (candidate): Dated:

**Skills Recognition - Examples of evidence
(Candidate to fill out)**

Examples of evidence presented in support of RPL application may include: Qualifications, CV, Job Descriptions, Work Experience, 3rd Party Reports, Work Samples/Documents, Referral Letters, Oral Questions. Credit Transfer – can be through an exact unit match or similar subject.

Mind Body Medicine Units	Examples of Evidence (or list here any separate evidence that you have attached to this application (eg. "CV attached"))
HLTAP401B: Confirm physical health status	
HLTCOM408C: Use specific health terminology to communicate effectively	
CHCCSL501A: Work within a structure counselling framework	
HLTCOM404C: Communicate effectively with clients	
HLTCOM406B: Make referrals to other health professionals when appropriate	
HLTIN301C: Comply with infection control policies and procedures	
HLTKIN401B: Work within a Kinesiology framework	
HLTKIN402B: Plan the Kinesiology session	
HLTKIN403B: Apply Kinesiology assessment framework	
HLTKIN404B: Perform the Kinesiology health assessment	
HLTKIN405B: Provide Kinesiology balances	
HLTKIN509B: Monitor and evaluate Kinesiology balances	
BSBWOR203A: Work effectively with others	
HLTFA301C: Apply First Aid	
HLTOHS300B: Contribute to OHS processes	
HLTAP501B: Analyse health information	

HLTCOM502C: Develop professional expertise	
HLTCOM503C: Manage a practice	
HLTHIR506C: Implement and monitor compliance with legal and ethical requirements	
MBMPFT501A: Assess the psychological factors and treatment priorities relevant to a client's condition	
MBMUCM502A: Assist clients to understand the core motivations contributing to their condition	
MBMMST503A: Use mind a somatic techniques to help the client connect with themselves	
MBMCHA504A: Conduct a Mind Body health assessment	
MBMMBT505A: Perform a Mind Body medicine treatment	
HLTHOM610C: Take homoeopathic case	
HLTNUT610B: Provide basic dietary advice	
CHCORG428A: Reflect on and improve upon professional practice	
HLTSHU509C: Maintain personal health and awareness as a professional responsibility	

Declaration of authenticity

The information I have provided to support this application is true and correct. I authorize my assessor to make any inquiries necessary to assist in the assessment and verification of my recognition application and to use any information supplied in this application for this purpose.

Signed (candidate): Dated:

**Skills Recognition DIPLOMA OF MIND BODY MEDICINE
(Assessor to complete)**

Student Name:

Assessor's Name:

Compulsory Core Units	RPL requested by student	RPL granted by Assessor	Assessor Initials
HLTAP401B: Confirm physical health status			
HLTCOM408C: Use specific health terminology to communicate effectively			
CHCCSL501A: Work within a structure counselling framework			
HLTCOM404C: Communicate effectively with clients			
HLTCOM406B: Make referrals to other health professionals when appropriate			
HLTIN301C: Comply with infection control policies and procedures			
HLTKIN401B: Work within a Kinesiology framework			
HLTKIN402B: Plan the Kinesiology session			
HLTKIN403B: Apply Kinesiology assessment framework			
HLTKIN404B: Perform the Kinesiology health assessment			
HLTKIN405B: Provide Kinesiology balances			
HLTKIN509B: Monitor and evaluate Kinesiology balances			
BSBWOR203A: Work effectively with others			
HLTFA301C: Apply First Aid			
HLTOHS300B: Contribute to OHS processes			
HLTAP501B: Analyse health information			
HLTCOM502C: Develop professional expertise			
HLTCOM503C: Manage a practice			
HLHIR506C: Implement and monitor compliance with legal and ethical requirements			
MBMPFT501A: Assess the psychological factors and treatment priorities relevant to a client's condition			
MBMUCM502A: Assist clients to understand the core motivations contributing to their condition			

MBMMST503A: Use mind a somatic techniques to help the client connect with themselves			
MBMCHA504A: Conduct a Mind Body health assessment			
MBMMBT505A: Perform a Mind Body medicine treatment			
HLTHOM610C: Take homoeopathic case			
HLTNUT610B: Provide basic dietary advice			
CHCORG428A: Reflect on and improve upon professional practice			
HLTSHU509C: Maintain personal health and awareness as a professional responsibility			

Course Offer Group (eg. WA TAT 1)

ASSESSOR'S NOTES:

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Signed by the Assessor Date