

New Zealand Certificate in Health and Wellbeing (Level 4) with strands in Community Healthwork and Mental Health and Addiction Support

School of Health and Counselling Programme Guide 2022

Course of study and programme specific completion requirements.

This programme guide (PG4 H and C) provides you with specific programme information and course summaries for the New Zealand Certificate in Health and Wellbeing (Level 4) with strands in Community Healthwork and Mental Health and Addiction Support

The latest online version of this programme guide (PG4 H and C) and timetable is available online <https://www.manukau.ac.nz/HandC-programme-guides-and-timetables>

For this programme, we recommend you bring your own laptop. Please see page 5 for recommended minimum specifications.

PROGRAMME OFFERED:

NZ2992 NEW ZEALAND CERTIFICATE IN HEALTH AND WELLBEING (LEVEL 4) WITH STRANDS IN COMMUNITY HEALTHWORK AND MENTAL HEALTH AND ADDICTION SUPPORT	PAGE 2
COURSE SUMMARIES	PAGE 4
TE ARA ORANGA Māori and Pasifika Pathways	PAGE 6
COVID—19 PUBLIC HEALTH RESPONSE (VACCINATIONS) ORDER 2021	PAGE 6

If you require information about the progress of your enrolment contact:

Ask Me!  Student Services Centre 0800626252 enquiries@manukau.ac.nz

If you require help planning your course of study contact:

Ask Me!  Student Services Centre 0800626252 enquiries@manukau.ac.nz

Some programmes require you to refer to this information during the academic year. We recommend that you file this document for safe keeping.

SCHOOL OF HEALTH AND COUNSELLING

MIT Manukau Campus, Ask Me! Atrium, Ground Floor

Corner of Manukau Station Road and Davies Avenue

Private Bag 94 006 Auckland 2241

0800 62 62 52 | manukau.ac.nz | enquiries@manukau.ac.nz

**NEW ZEALAND CERTIFICATE IN HEALTH AND WELLBEING WITH STRANDS IN
COMMUNITY HEALTHWORK AND MENTAL HEALTH AND ADDICTION SUPPORT ***
LEVEL 4 NZ2992

Method of study	Full-time
Qualification	NZ Certificate
Duration	One year (Full time)
Start dates	February, July
Credits	120
Cost (2022 Fees)	Free [^]

[^]As part of the government's Targeted Training and Apprenticeships Fund (TTAF) to rebuild New Zealand's economy, this programme is now free[^]. For terms and conditions, more information, and other programmes covered by this scheme, [click here](#)

ABOUT THE PROGRAMME

To study the New Zealand Certificate in Health and Wellbeing (Level 4) with strands in Community Healthwork and Mental Health and Addiction Support you will need to complete five compulsory courses and four elective courses from your chosen strand (total of 120 credits)

721.405 Effective Communication (15 credits)

721.406 Cultural Diversity (10 credits)

721.407 NZ Healthcare System (15 credits)

721.408 Professional Practice in the role as a support worker (15 credits)

721.409 Safety & Quality within the healthcare setting (15 credits)

Community Healthwork strand courses:

724.426 The role of a Community Health Worker (15 credits)

724.427 Health issues over the lifespan (15 credits)

724.428 Identifying clients and whanau needs in maintaining wellness (10 credits)

724.429 Promoting health and wellness (10 credits)

Mental Health and Addiction support strand courses:

724.409 Recovery in the context of Mental Health Support Work (10 credits)

725.406 Mental Health and Wellness (10 credits)

725.407 The role of the Mental Health Support Worker (15 credits)

725.408 Experiencing the Mental Health setting (15 credits)

This qualification includes a minimum of 200 hours of work experience.

To be awarded the New Zealand Certificate in Health and Wellbeing (Level 4) with strands in Community Healthwork and Mental Health and Addiction Support, you need to successfully complete a total of:

70 credits Compulsory Courses

And either

50 credits
Mental Health and Addition Support strand courses

Or

50 credits
Community Healthwork strand courses

ENTRY REQUIREMENTS

General

Be 17 years of age or older.

Academic

Applicants must meet the following criteria for admission into the programme:

NCEA Level 2 or equivalent;

For applicants 20 years of age and over there are no minimum academic requirements.

English Language Entry Requirements

Applicants must have sufficient competence in the English language to undertake this programme which is taught and assessed in English. Any applicant whose first language is not English will be required to provide evidence of their English language competency as follows:

English Language Requirements for applicants for whom English is a second language:

Applicants for whom English is a second language (including international applicants) for the minimum English language requirements refer to the requirements set out in the NZQF Programme and Accreditation Rules.

Regulatory and Other Entry Requirements

This programme includes a minimum of 200 hours of work experience. Workplace can be embedded throughout the programme where a student is in a workplace environment. Work experience can also be simulated where practical placements cannot be found. Or will be scheduled at the end of the programme to ensure student has the necessary practicum experience to meet competence.

Employees and volunteers may be required to undergo initial and ongoing checks to ensure they are a fit and proper person to provide support in the health and wellbeing sectors.

Applicants of this programme will need to undergo police vetting and VCA checking.

Immune status requirements as per industry needs.

This programme adheres to and is consistent with the Health and Disability Commissioner (Code of Health and Disability Services Consumers' Rights) Regulations 1996, the Privacy Act 1993, the Health and Safety in Employment Act 1992, and any other legislative or contractual requirements to which the industry or role is subject.

Interviews

Applicants are required to attend an interview to determine their suitability for the programme. During the interview the applicant will be assessed against the requirements of the Faculty's policy for students accessing placements in the health context in terms of their suitability for placement in any strand of the programme. At interview the suitability of students to work with vulnerable populations will also be addressed to establish the students' suitability. Vulnerable Children's Act will also be addressed during the interview process.

Provisional Entry

Students who have attained the age of 20 years and do not hold the minimum entry requirements for a programme will be eligible to be enrolled as a student where their previous educational, work or life experience indicates they have a reasonable likelihood of success. Students who have not attained the age of 20 years and do not hold the required minimum entry requirements for a programme may also be eligible to enrol in exceptional circumstances. Such decisions will be made by the Director/Head of School.

COURSE SUMMARIES

Compulsory Courses:

721.405 Effective Communication

This course will allow you to develop communication styles which respect socio-cultural identity and self-knowledge about other cultural identities.

721.406 Cultural Diversity

You will demonstrate an understanding of cultural safety in acknowledging the role of Māori as Tangata Whenua.

721.407 NZ Healthcare System

You will demonstrate an understanding of the NZ Healthcare System and relevant legislation.

721.408 Professional Practice in the role as a support worker

This course will allow you to demonstrate professionalism in the health and wellbeing setting.

721.409 Safety & Quality within the healthcare setting

You will contribute to gaining an understanding of safety and quality within a healthcare setting.

Community Health Work strand:

724.426 The role of a Community Health Worker (credits)

You will gain personal self-awareness, navigation and facilitation skills to perform effectively in a social services environment.

724.427 Health issues over the lifespan

This course will allow you to develop an understanding of the impacts of health conditions over the lifespan on clients and their whanau.

724.428 Identifying clients and whanau needs in maintaining wellness

You will conduct a needs analysis to identify barriers to clients and their family or whanau from achieving wellness.

724.429 Promoting health and wellness

This course will introduce you to the concept of health and wellness and health promotion strategies to improve health outcomes based on self-management.

Mental Health and Addiction Support Strand:

724.409 Recovery in the context of Mental Health Support Work

This course will allow you to gain awareness and understanding of the principles and barriers to recovery in the mental health and addiction setting.

725.406 Mental Health and Wellness

You will gain an understanding of mental health and wellness in the New Zealand context.

725.407 The role of the Mental Health Support Worker

You will gain awareness and understanding of the mental health and addiction work setting and role of own self in a practice setting.

725.408 Experiencing the Mental Health setting

This course will allow you to gain a practical experience of working in the mental health and addiction work setting.

BRING YOUR OWN DEVICE (BYOD)

As technology and wireless internet become more accessible, Bring Your Own Device (BYOD) is a standard feature of secondary and tertiary education. MIT Manukau campus offers free wireless and has been designed to support BYOD.

So, what does this mean for you as a student at MIT Manukau campus?

- Easy access to the Internet. If you are on campus you can use your wireless device to connect to the Internet
- Portability. Having your own wireless device means you do not have to wait to use a computer on campus. You can use your wireless device in class e.g. taking notes or looking up references
- Our teaching is increasingly making use of technology. Most teaching course material is already online.
- Many textbooks now come as e-books, which means that instead of buying a book you buy the online version and download it to your wireless device. There are numerous advantages such as you do not have to carry heavy textbooks around. Often the online book versions are interactive and provide additional resources such as question banks etc.
- You need to word process documents such as assignments and a wireless device could be used. There are differences between laptops, notebooks, iPads, tablets and Smartphones so please make sure you understand them before you buy. If you already have one please bring it to orientation and class.

If you decide to purchase a new laptop

If you do not currently own a laptop or are thinking of buying a new one, we recommend you purchase one with the following specifications, to future proof your needs and ensure a great experience;

- Windows 10 (or Mac OS 10.x Yosemite or higher)
- i3 dual core or equivalent processor
- 4GB RAM (at least 8GB for all IT programmes)
- 320GB or greater hard drive
- Wireless capability 802.11n dual band
- At least a 13-inch screen
- Up-to-date antivirus software

If you currently own a laptop

Be sure that it has these minimum specifications or above, to use at MIT Manukau campus. The minimum specifications are;

- A 10-inch screen or larger
- 4GB RAM (at least 8GB for all IT programmes)
- 50GB free space minimum
- Windows v7.0 or higher (XP will not work)
- Apple Mac 10.6 (Leopard) or higher
- Wireless capability 802.11n dual band
- CPU meets vendor OS minimum requirements

What about software?

Most prescribed software required for your programme of study will be channeled via the BYOD portal called Citrix. This means you don't have to purchase and install them onto your device provided you **have access to the internet**.

Whilst onsite, you will connect to MIT's WIFI network. Once offsite, you will need to access your home network in order to access Citrix.

Please note however, some software used in the specialist labs i.e. networking and multi-media labs are not available on Citrix. These applications are only available on the specialist lab computers.

Microsoft 365

In addition to Citrix, MIT provides Microsoft Office to every student **free of charge while you are enrolled as a student**. This means the latest version of the full Office productivity suite including Word, Excel, PowerPoint, OneNote is available for you to download onto your Windows, Mac or iPad (allowing you to use these applications on or off line).

You can install Microsoft Office on up to 5 compatible PCs and Macs, plus 5 tablets (including iPad!).

Financing options

Most students will find they already own a laptop that is suitable for study at MIT Manukau.

For those that need to purchase a new laptop, there are a number of ways to finance it.

- Students can use the Studylink annual course materials allowance to purchase their device if they have an approved student loan. Please visit www.studylink.govt.nz
- A number of retailers; i3 direct, Cyclone online, PB Technologies and Noel Leeming offer special deals, discounts and financing options.

Laptops for loan +

Laptops are available to borrow for up to four hours please visit <https://library.manukau.ac.nz/laptops>

They may be borrowed from the MIT Manukau Library during Library opening hours.

- you must present your student ID card to borrow laptops
- Laptops are issued for up to four hours at a time
- Borrowers are responsible for the replacement cost of the laptop if it is damaged, lost or stolen.
- Laptops must be returned the day they are issued

+please note numbers are limited

GRADE TABLE

P	Pass
F	Fail
W	Withdrawn
NC	Did not complete the course

TE ARA ORANGA (TAO)

If you are of Māori or Pasifika descent then you also have access to Te Ara Oranga while studying this programme. Te Ara Oranga will support you to succeed in a way that suits your needs and you will get connected with industry, opening doors to your health career pathway. Register with Te Ara Oranga by filling out an application form online. If you need assistance with your application or if you would prefer a paper form email the TAO team tearaoranga@manukau.ac.nz Their hours online are 7am – 7pm Monday to Friday.

COVID-10 PUBLIC HEALTH RESPONSE (VACCINATIONS) ORDER 2021

In accordance with the COVID-19 Public Health Response (Vaccinations) Order 2021, Covid vaccinations are mandatory for workers in the healthcare and education sector. Placement is a compulsory component of MIT's healthcare and education programmes. To go on placement in these sectors, students will need to be fully vaccinated and provide proof of vaccination to MIT. Students that hold a medical exemption that prevents them from being vaccinated are permitted to work in the healthcare and education sectors, but will have limited placement opportunities. Students that are not vaccinated, or that do not wish to share their vaccination status with MIT, will not be able to go on placement in the healthcare and education sectors and, accordingly, will not be able to complete their programme. If you hold a medical exemption, or if you are unable or unwilling to provide proof of vaccination to MIT, we encourage you to contact us to discuss our options.

NOTE: Every effort is made to ensure that this Programme Guide is correct at the time of printing. However, the School of Health and Counselling reserves the right to make any changes that may be necessary.