

OUR VISION

To be the Premier Educator for Service Excellence

OUR MISSION

To inspire Passion for Service and Contribution to Society through Excellence in Continuous Education

OUR VALUES

Responsibility, Integrity, Passion and Excellence (RIPE)

OUR CULTURE

An Open and Conducive Learning Environment, With Mutual Respect and Professionalism to Build A High Performance Organization



CSM ACADEMY
INTERNATIONAL

HOW TO APPLY (FOR LOCAL AND INTERNATIONAL STUDENTS)

STEP
01



Fill up the following online forms

- Application Form - CSM Academy International Pte Ltd
- ICA Form 16 and Form V36 – applicable only for International Students (complete in English and duly signed by applicant)

STEP
02



Attach the following documents

- A copy of passport-size photograph with white background
- A copy of NRIC (for Singaporeans and PR)
- A copy of passport - applicable only for International Students (must have at least 1 year validity)
- A copy of birth certificate - applicable only for International Students

Bring the original documents for the above items

- Notarised/Certified true copies of all your educational transcripts and completion certificates
- All documents need to be translated in English and submitted along with the original documents
- Proof of English Proficiency; either IELTS/TOEFL score sheet or equivalent qualification (if applicable)
- Resume or Letter from employer certifying period of employment (if applicable)
- Bank balance to show a minimum of S\$30,000 for students from visa-required countries (China, India etc) / Evidence of study loan, sufficient enough to cover the course fees - applicable only for International Students)
- Application fee (non-transferable and non-refundable)

STEP
03



Offer by the School

Upon receipt of your completed application, you will be notified of the outcome of your application within 2 weeks. Successful applicants will receive electronic version of Letter of Offer and terms and conditions page if any.

STEP
04



Application of Student Pass – Only applicable for International Students (Skip this step for local Students)

Upon approval of your application, CSM Academy will proceed to submit your Student's Pass application via SOLAR+ to Singapore Immigration and Checkpoints Authority (ICA). You will be notified of the outcome within 6 weeks.

STEP
05



Payment of Programme Fees

For Local Students – You will be required to bring the original certificates for verification, sign the student contract and make course payments.

For International Students - Once your Student Pass application is approved-in-principle by ICA, you will be required to bring the original certificates for verification and to sign the student contract, followed by course fee payment. Do contact our Student & Industry Outreach Executive if you require student services on arrival such as airport pick-up, accommodation, medical check-up and more.

Payment mode:

- Via Paypal (For online applications)
- Or
- Via Nets / Cheque (For counter applications only)



CERTIFICATE III IN
**AGED CARE
WORK**

BEHIND EVERY ELDERLY

THERE IS SOMEONE WHO UNDERSTANDS
AND SUPPORTS UNCONDITIONALLY.



Cert No. : EDU-2-2105
Validity: 31-08-2021 to 30-08-2025

ERF Registration No. 200505735M
ERF Validity: 20/05/2018 - 19/5/2022

CSM Academy International Pte. Ltd.
250 Sims Avenue, #03-01, SPCS Building
Singapore 387513

Tel: +(65)629 629 62
Email: csmsupport@csmacademy.edu.sg
Website: www.csmacademy.edu.sg

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www.csmacademy.edu.sg



INTRODUCTION

Getting aged is a physically, psychologically and socially difficult process. Getting older is rife with emotional landmines, gerontologists say, including fears of losing one's independence or getting a serious illness. Each and every one has to cope with age-related changes so as to age gracefully.

The Certificate III in Aged Care introduces you to new insights into the process of growing old, helps you replace the stereotypical thinking about aging with a positive view of aging gracefully, and equips you with the skills to handle the social, physical and psychological wellbeing of the elderly.

ABOUT CSM ACADEMY

CSM Academy was established since 2005 as a Private Education Institute to deliver Service Management programmes with a major focus on healthcare services education. It delivers multi-level courses ranging from Certification and Diplomas to Bachelor's and Master's Degrees. Other than healthcare, CSM Academy also provides educational courses across a wide range of other disciplines including biomedical research, digital media, and hospitality & tourism.

CSM Academy emphasises skills competency, applied workplace knowledge and service excellence, developing several of their own intellectual property programmes in Aged Care, Therapy Services and Biomedical Science, all designed to help students make a positive impact in the lives of someone else.

CSM Academy is equipped with laboratory facilities and an elder care home to facilitate holistic curriculum for our healthcare students. Our Biomedical Laboratory is well-equipped to prepare students with the necessary skills to plan and perform their research projects and be aware of good laboratory practice and health and safety.

CSM believes Life Skills is essential to meet the challenges of everyday life. To cope with the increasing pace and change of modern life, we offer healthcare courses which provides the necessary skills education not just workplace but home life.

COURSE DURATION

Full time: 6 months (5-hour lessons/day, 5 days/week)
Part time: 12 months (3-hour lessons/day, 3 days/week)

DELIVERY MODE

Classroom-based lectures and practical sessions

COURSE COMMENCEMENT

January, April, July, October

- A minimum number of 15 students for the commencement of the class.
- Students will be informed 2 weeks before the commencement of the class.

ASSESSMENT METHODOLOGY

Assignments, assessment tasks, portfolios, practicals.

Note : In case students fail the main examination of a particular module, they are allowed to sit for 'One' supplement assessment with payment of the appropriate fee*. Students are to re-take the module, shall they fail the supplementary assessment. Modules are independent of each other.

* Refer to Miscellaneous Fees

COURSE MODULES & SYNOPSIS

Orientation to Aged Care Work

This module introduces the structure and profile of aged care services. It discusses the issues affecting older people and their careers as there is an increase in older population. The module describes independent care, residential care and community care, respite care. In addition, the module identifies cultural diversity, various accesses to services and reflects the philosophy of positive ageing, as well as insights into the legal and ethical considerations in relations to healthcare industry.

Assist with Self-medication

This module helps you understand issues and concepts in providing assistance in self-administration of medication. It also provides a detailed account of risks and responsibilities in medication administration. In addition, the module uses practical approaches to help you understand proper medication administration and apply these fundamental concepts to assist your clients.

GRADUATION REQUIREMENTS

Students must complete and pass all 14 modules to be awarded the Certificate (III) in Aged Care Work will be conferred by the CSM Academy International.

Local students must achieve an attendance of 75% and international students must achieve an attendance of 90% in any month of the course.

CAREER OPPORTUNITY

Upon completion of this 6-month full-time or 12-month part-time course, you can work as a Care Assistant or a Community Care Worker or a Community House Worker or a Disability Service Officer or a Home Care Assistant or In-home Respite Worker or a Nursing Assistant or Personal Caregiver/Care worker or in Support Work.

COURSE DEVELOPER & AWARDDING BODY

CSM Academy International, Singapore

Communicate Appropriately with Clients and Co-workers

It is essential that as a community service worker you have to communicate with colleagues, clients and others in ways that are appropriate for a particular situation. Therefore, this module is to equip you with the knowledge and ability to be able to utilise a range of effective communication skills in interactions with clients or colleagues.

Comply with Information Requirements of the Aged Care and Community

This module describes the knowledge and skills required to undertake administrative duties of the role including documenting in client records and contribute to the development and monitoring of service delivery plans in accordance with organisational and duty of care requirements.

Facilitate Co-operative Behaviour

The module covers competencies required to deal with unacceptable behaviours and provide support for behaviour management and change. The module will teach you how to monitor clients' behaviours and use communication strategies to de-escalate conflicts.

Participate in Safety Procedures for Direct Care Work

The module is designed to help you participate in workplace safety procedures. After completing the module, you will be able to identify the major occupational health and safety hazards, assess risk level and follow instructions and procedures with minimal supervision and support.

Participate in the Work Environment

This module aims to introduce a variety of concepts that will assist you to participate effectively in the workplace. It will help you work effectively as an individual and in work groups to contribute to the achievement of organisational objectives.

Provide Care Support Which Is Responsive To the Specific Nature of Dementia

The module focuses on the skills required to take care of demented elderly such as communicating with them, providing appropriate activities to maintain their dignity, skills and health and developing and implementing Strategies which minimise the impact of challenging behaviours.

Provide Personal Care

This module will equip you with the knowledge and skills required to support or assist the older person with their personal care needs within the service delivery plan. The module also covers structures and functions of the various systems of the body and common disorders caused by the ageing process, helps you how to assist the elderly to cope with issues caused by such disorders.

Provide Support to an Older Person

This module provides you with a detailed understanding of issues and concepts surrounding the care of an older person. It also provides a detail account of risks and responsibilities to care for an older person as an individual or an employee of an organization. In addition, the module uses practical approaches to help you understand and apply your learning to various realistic case studies and situations that you may encounter at the workplace in future. This unit describes the knowledge and skills require supporting the older person to meet their emotional and psychosocial needs. It also covers how to support an elderly who is experiencing loss and grief.

Work Effectively with Culturally Diverse Clients and Co-Workers

This module deals with the cultural awareness required for effective communication and cooperation with persons of diverse cultures. It will help you develop relationships, communicate effectively with culturally diverse persons and Resolve cross-cultural misunderstanding.

Senior First Aid

This module is designed to provide you with the appropriate skills and knowledge in order to manage a situation where an elderly is seriously injured or suddenly ill. The module prepares you to provide an initial response to sudden injury or illness so that the victim will have a better chance to survive.

Workplace Learning Residential Aged Care

This module will teach you the specifics of basic care for the elderly to meet their nutritional needs, personal hygiene, communications and safety issues.

Support the Older Person to Meet Their Emotional and Psychosocial Needs

This unit describes the knowledge and skills require supporting the older person to meet their emotional and psychosocial needs. It also covers how to support an elderly who is experiencing loss and grief.

ENTRY REQUIREMENT

Language Requirements:

- At least a C6 at PSLE or equivalent

Academic Requirements:

- Obtained at least a C6 at Secondary II Levels in any three subjects or equivalent

FEES

Application Fee (Non-Refundable and non-transferrable)

For local students: S\$50.00 (before GST)*

(*Refer to Singaporean/PRs

Employment Pass/Dependant Pass holders)

For international students: S\$600 (before GST)

Course Fee

For local students: S\$7,500 (before GST)

For international students: S\$8,400 (before GST)

Insurance Fees

Fee Protection Scheme***: Subject to

prevailing market rate

Medical Insurance Fee****: Subject to

prevailing market rate

***The Fee Protection Scheme (FPS) serves to protect students' paid fees.

****It is compulsory for all local and international students to purchase medical insurance which is valid throughout their course of studies with the CSM Academy International. Local students (Singaporeans, PRs & Non-student's Pass holders) may opt-out for this scheme if they can provide the proof of adequate medical insurance coverage in Singapore.

Note:

- Payment of fees is in Singapore Dollars.

- Payment method only by Cheque/ Nets/ Telegraphic Transfer

Miscellaneous Fees

Please ask for a copy from our Programme Executives.