

## Thank you for your interest in joining the Amity Care Services Team!

#### **BEFORE YOU APPLY...**

The recruitment process requires the following mandatory documentation to be provided during the application process to ensure NDIS compliance is maintained.

Please see the links below to help you complete the required documents and certificates if needed.

# **NDIS Worker Screening Check**

The NDIS Check is a way to ensure that people who work with NDIS participants do not present an unacceptable risk to participants.

Please note that this check can take some time, so applying as soon as possible will assist in your application.

https://www.vic.gov.au/ndis-worker-screening-check

#### Working with Children's Check

Please apply for the "Employee" version of the Working with Children's Check at <a href="https://service.vic.gov.au/services/working-with-children">https://service.vic.gov.au/services/working-with-children</a>

## First Aid & CPR - (Course Code - HLTAID011)

First Aid Course including CPR & Basic Life Support courses are available in most areas on a regular basis.

Generally they require an online component to be completed prior to attending for your practical assessment.

- First Aid must be renewed every 3 years
- CPR is required to be renewed every 12 months.

If you have a current First Aid Certificate please check expiry dates are current.

We recommend trying Accredited First Aid Courses

#### **NDIS Worker Orientation Module**

Please ensure that you complete the first course listed at <a href="https://www.ndiscommission.gov.au/workers/worker-training-modules-and-resources/worker-orientation-module">https://www.ndiscommission.gov.au/workers/worker-training-modules-and-resources/worker-orientation-module</a>

#### **National Infection and Prevention Certificate**

Please ensure that you complete the first course listed at

https://nhhi.southrock.com/cgi-bin-secure/Home.cgi?msecs=1713397669347

## Proof of Identification and rights to work in Australia

Primary Identification: Current Passport OR Birth Certificate; and

Secondary Identification: Drivers Licence

## **Completed Documents and Certificates**

All documents and certificates must be sent to <u>recruitment@amitycareservices.com.au</u> prior to completing the online application.

If you have any questions please do not hesitate to contact us at 1800 4 AMITY (1800 426 489) or <a href="mailto:recruitment@amitycareservices.com.au">recruitment@amitycareservices.com.au</a>