

BSB51615 Diploma of Quality Auditing (NDIS Focus)



Your Course At a Glance...

Complete your Diploma of Quality Auditing at Australia's Leading Management Training Company.

Course Code: BSB51615

Duration: 3-12 months. Generally, most diligent students are able to complete 1 unit a month. So will finish between 8 – 12 months.

You can complete as quick as you like.

Delivery: Online + Regular Phone Sessions (fortnightly) + Webinar - Lunch and Learn

Nationally Recognised: Yes

Entry Requirements: Over 21

Example of Practical Units in a Diploma:

Common Units

Participate in a Quality Audit

BSBAUD402

Manage Risk BSBRSK501

Manage Meetings BSBADM502

Facilitate Continuous Improvement

BSBMGT516

Internal Compliance Units - Stream B
Plan and Implement Administrative Systems BSBADM504

Manage an Information or Knowledge Management System

BSBINM501

Manage Budgets and Financial Plans

BSBFIM501

Manage Personal Work Priorities and Professional Development

BSBWOR501

OR

External Auditor Units - Stream A

Lead and Manage Team Effectiveness BSBWOR502

*Initiate a Quality Audit BSBAUD501

*Report on a Quality Audit

BSBAUD504

*Lead a Quality Audit BSBAUD503

*Need to complete to become an

NDIS External Auditor

Can't decide?

Complete both the internal + external with the dual Diploma of Quality Auditing + Diploma of Business.

Help your organisation to get or keep your NDIS approval...

Become trained and qualified as an accredited Quality Auditor or Internal Compliance Officer...

(Even become qualified to be an NDIS Auditor for other organisations.)

Training for your internal auditors and compliance people, so they know how to improve your business and maintain compliance to your standards and regulations. Be prepared for internal and external audits.

Group 1 – Already registered with NDIS. You now need to implement and maintain compliance. You need to ensure that your policies, procedures are able to be implemented by all staff...

You will be: reviewing and if needed, simplifying your policies, procedures and systems so that they can be easily implemented by all staff. Developing a compliance audit schedule and continuous improvement system throughout your organisation. Gathering effective evidence for audits...

Group 2 – Applying for NDIS approval. You need to develop policies, procedures and systems that will meet the standards, and then be able to implement these...

You will be developing your organisations policies, procedures and systems to meet the NDIS standards. You will also making sure that everything is then able to be implemented and systems followed to ensure compliance.

Your Program Includes:

- Online access 24/7 to resources and assessments
- Regular phone sessions
- Training and Assessments that relate to your work NDIS requirements
- No heavy theory. No Essays. No Exams
- a 'tool-kit' of auditing, organizational development, resources, templates, information and skills
- Strong support from office staff, Trainers and your own Completion Coach

"The support team was overwhelmingly helpful! A huge thank you to Shane, Anne and their awesome team. The training program made me realise that what I was doing on a daily basis was appreciated in respect to improvement. I would recommend this 110%. Trainers couldn't help more than they had!"

Kerrie Murphy



How Much Will It Cost?

\$5920, If you are over 45, pay only \$4800*

Payment Options:

1) Company/Organisation Pays (we can provide a quote)

2) Participant Pays

a) GTI Interest free payment plans available over 12 months to suit you.

Tax Rebates – Individuals – (\$541 - \$1282 rebate). Your course may be 100% Tax Deductible if you are paying for it and it relates to your work. Confirm your rebate level and situation with your Tax Adviser.

b) Government Loan - Study now and pay later through your tax. VET Student Loans- VET student loan gives rise to a HELP debt that continues to be a debt due to the Commonwealth until it is repaid through your tax. VET Student loan - \$82 p/fortnight x 20.

* Skills Checkpoint - Please note this offer is for the maximum subsidy available, you will need to apply for & meet eligibility requirements to receive this funding.

VET Student Loans

Study Now, Pay Later + small payment plan

Diploma of Quality Auditing (NDIS Focus)

We offer 2 different Auditing Streams:

Auditor - External

OR

Quality & Compliance Auditing

Stream A: For new and existing Auditors

Stream B: For those working in compliance based roles.

Both Streams:

You can choose to focus on and complete your assessments on your NDIS Standards and other Government regulations that you need to comply with.

Cover how to maintain compliance, and perform effective, value-adding audits focusing on quality, compliance, improvement and best practice.

Your course is designed in alignment with ISO 19011, Guidelines for auditing management systems and the NDIS Approved Quality Auditors Scheme Guidelines, ensuring you have the latest guidance on compliance and auditing of quality management and regulation systems.

Stream A - Auditor - External

Required for who wish to be an NDIS External Auditor

- **'Lead Auditor'** - leading a team of auditors, conducting external or third party audits for NDIS
- **'Internal Auditor'** conducting audits internally within your organisation, either as a part of an audit team or as an audit team leader

Complete this 'Auditor' stream to Discover the practical knowledge and tools to effectively perform the roles and duties involved in these careers.

Stream B - Quality & Compliance Auditing

Ideal for people who are, or wish to be a:

- **Compliance Manager, Quality Assurance Manager, Compliance Administrator, Quality Facilitator, Quality and Improvement Consultant, Risk Manager, Internal Auditor, Consultant...**

Complete this 'Compliance' Stream and Discover the practical knowledge and tools to effectively perform the roles and duties involved in these careers.

Both Streams A & B - Complete Diploma Quality Auditing + Diploma Business



Why complete this course with Global Training Institute?

Peace of Mind + Experience...

GTI is an accredited Registered Training Organisation (RTO No. 31192) to provide you with the Diploma of Quality Auditing and other qualifications.

GTI has been a Registered Training Organisation, delivering Organisational Development, for over 14 years and is currently providing training in these qualifications, for many other NDIS organisations Australia wide.

Course Outcomes- Where will it Lead Me?

Gain Your Quality Auditing Qualification and use it to Advance Your Career

Once completed you will be equipped with:

- Your Diploma of Quality Auditing & letters after name (DipQA)
- Eligibility for a membership with Professional Associations, such as Institute of Internal Auditors Australia
- Your Career Plan (developed for the next 2 -5 years)
- Your Resume updated
- New belief in your skills and yourself
- In-depth understanding of your own personality, management, leadership and work styles
- New skills and knowledge around the subjects

Please note, this is a nationally accredited training program - not NDIS or disability advice. GTI cannot guarantee your NDIS approval.

**Limited places available.
Apply today!**

Diploma of Quality Auditing (Dual Qualification Combinations)

BSB51615 Diploma of Quality Auditing + BSB50215 Diploma of Business

No. of Units: 11
Duration: 12 months - 2 phone sessions per unit (month)
Units to complete: 2 qualifications (11 Units)

Normal Fee	45+ Subsidy*
------------	--------------

Investment

\$8140	\$6180
--------	--------

VET STUDENT LOANS
 \$0 Upfront Study Now, Pay Later

Units

BSBAUD402 Participate in a Quality Audit
 BSBAUD503 Lead a Quality Audit
 BSBAUD501 Initiate a Quality Audit
 BSBAUD504 Report on a Quality Audit
 BSBINM501 Manage an Information or Knowledge Management System
 BSBRSK501 Manage Risk
 BSBMGT403 Implement Continuous Improvement
 BSBFIM501 Manage Budgets and Financial Plans
 BSBADM502 Manage Meetings
 BSBADM504 Plan and Implement Administrative Systems
 BSBADM506 Manage Business Document Design and Development

BSB51615 Diploma of Quality Auditing + BSB50618 Diploma of Human Resources Management

No. of Units: 12
Duration: 12 months - 2 phone sessions per unit (month)
Units to complete: 2 qualifications (12 Units)

Normal Fee	45+ Subsidy*
------------	--------------

Investment

\$8880	\$6880
--------	--------

VET STUDENT LOANS
 \$0 Upfront Study Now, Pay Later

Units

BSBMGT516 Facilitate Continuous Improvement
 BSBAUD402 Participate in a Quality Audit
 BSBRSK501 Manage Risk
 BSBHRM501 Manage Human Resources Services
 BSBHRM506 Manage Recruitment, Selection & Induction Processes
 BSBHRM512 Develop and Manage Performance-Management Processes
 BSBHRM513 Manage Workforce Planning
 BSBWRK501 Manage Human Resources Services
 BSBWHS401 Implement and Monitor WHS Policies, Procedures and Programs to Meet Legislative Requirements

Internal Compliance

BSBINM501 Manage an Information or Knowledge Management System
 BSBADM502 Manage Meetings
 BSBWOR501 Manage Personal Work Priorities and Professional Development

Elective Units (choose 1)

OR

External Auditor

BSBAUD501 Initiate a Quality Audit*
 BSBAUD504 Report on a Quality Audit*
 BSBAUD503 Lead a Quality Audit*

*Required to be an NDIS Auditor to do audits on other organisations

BSB51615 Diploma of Quality Auditing + BSB50415 Diploma of Business Administration

No. of Units: 11
Duration: 12 mths - 2 phone sessions per month + 1 mths phone support
Units to complete: 2 qualifications (11 Units)

Normal Fee	45+ Subsidy*
------------	--------------

Investment

\$8140	\$6180
--------	--------

VET STUDENT LOANS
 \$0 Upfront Study Now, Pay Later

Units

BSBMGT516 Facilitate Continuous Improvement
 BSBAUD402 Participate in a Quality Audit
 BSBWOR501 Manage Personal Work Priorities and Professional Development
 BSBADM502 Manage Meetings
 BSBADM504 Plan and Implement Administrative Systems
 BSBADM506 Manage Business Document Design and Development
 BSBADM503 Plan and Manage Conferences
 BSBPMG522 Undertake Project Work

Internal Compliance Electives:

BSBRSK501 Manage Risk
 BSBFIM501 Manage Budgets and Financial Plans
 BSBINM501 Manage an Information or Knowledge Management System

OR

External Auditor Electives:

BSBAUD501 Initiate a Quality Audit*
 BSBAUD504 Report on a Quality Audit*
 BSBAUD503 Lead a Quality Audit*

*Required to be an NDIS Auditor to do audits on other organisations

BSB51615 Diploma of Quality Auditing + BSB51918 Diploma of Leadership and Management

No. of Units: 13
Duration: 12 months - fortnightly phone sessions
Units to complete: 2 qualifications (13 Units)

Normal Fee	45+ Subsidy*
------------	--------------

Investment

\$8920	\$6920
--------	--------

VET STUDENT LOANS
 \$0 Upfront Study Now, Pay Later

Units

BSBINM501 Manage an Information or Knowledge Management System
 BSBRSK501 Manage Risk
 BSBMGT516 Facilitate Continuous Improvement
 BSBADM502 Manage Meetings
 BSBWOR501 Manage Personal Work Priorities and Professional Development
 BSBFIM501 Manage Budgets and Financial Plans
 BSBWOR502 Lead and Manage Team Effectiveness
 BSBLDR502 Lead and Manage Effective Workplace Relationships
 BSBLDR501 Develop and use emotional intelligence

Internal Compliance Electives:

BSBAUD402 Participate in a Quality Audit
 BSBWHS501 Ensure a Safe Workplace
 BSBPMG522 Undertake Project Work

OR

External Auditor Electives:

BSBAUD501 Initiate a Quality Audit*
 BSBAUD504 Report on a Quality Audit*
 BSBAUD503 Lead a Quality Audit*

*Required to be an NDIS Auditor to do audits on other organisations

* 45+ Skills Checkpoint - Please note this offer is for the maximum subsidy available. You will need to apply for & meet eligibility requirements to receive this funding.

Payment Options - Company and Individuals... 45+yrs Subsidy of \$2,000; Payment Plans; VET Student Loans.

45+yrs subsidy of \$2,000 - Skills Checkpoint

Contact us for subsidy details. The Skills Checkpoint Program is a joint initiative between the Department of Education and Training and the Department of Jobs and Small Business. **Contact us for more details.**

SKILLS

CHECKPOINT

Company Paying

This course can be paid by your company or organisation.

Please contact us for a quote, payment plans are available.



Individuals: pay with a VET Student Loan

Global Training Institute is a government-approved Vet Student Loan (VSL) provider, able to offer the VET Student Loan program to eligible students to assist them in paying for their course tuition fees upfront for some of our approved Diploma level courses.

VET Student Loans is an Australian government loan program that is available to assist eligible students studying higher level vocational education and training (VET) qualifications to pay for their tuition fees. Higher level VET qualifications are at the diploma level and above. This loan replaced the Vet Fee Help Program (VFH) as of 2017.

VET Student Loans

**\$0 Upfront
Study Now,
Pay Later**

The federal government applies a one-off 20% loan fee to your loan amount and results in a HELP debt to be repaid to the government through the taxation system once you reach the compulsory threshold, even if you are studying. The debt is incurred once you reach your census day for each part of your course. A VET student loan gives rise to a HELP debt that continues to be a debt due to the Commonwealth until it is repaid.

For more information, contact our friendly course consultants on 1800 998 500.

To apply for a VET Student Loan, you must meet...

- citizenship and residency criteria (be an Australian Citizen, qualifying New Zealand Citizen or permanent humanitarian visa holder who is usually resident in Australia. See our website and official handbook for further information)

Individuals: Interest Free Payment Plans + 100% Tax Deductible

Interest Free Payment Plans with Global Training Institute: weekly, fortnightly, monthly. This course is 100% tax deductible if you are working and it directly relates to your job. Please confirm with your Tax Advisor.

Limited places available, apply today!

