

Credit Transfer – Stage 1

Certificate IV in Massage Therapy HLT42021

Credit Transfer (CT)

Have you completed the same or an equivalent superseded unit of competency (UoC) within a different qualification? Have you completed the unit/s within the last 3 years, or have you been working within a related industry where you have maintained current knowledge and skills? If this is your situation, you can have your previous study recognised by ACFB!

ALL applications for Credit Transfer MUST be accompanied by the requested evidence to verify the completion of the units of competency along with currency.

How does the CT process work?

There are two (2) steps within the CT process:

Step 1

- Review the UoC completed within a previous qualification and match these to the UoC within the Certificate IV in Massage Therapy HLT42021
- Where the same UoC has been completed, and where its completion date was within the last 3 years, tick the Under 3 years ago CT box.
- Where the same UoC has been completed, however it was completed over 3 years ago, tick the Over 3 years ago CT box.

Evidence to submit with this application form:

- Evidence of completion of the UoC's, e.g., Record of Results or a Statement of Attainment.
- Where the UoC's were completed over 3 years ago, evidence of current work within that industry e.g., employment contract, membership to a professional association, pay slips (payment details blacked out).
- Email this completed form along with the required evidence to admin@acfb.edu.au

Step 2

- Your information will be reviewed, and the Program Manager will be in contact with you within 7-14 days to discuss your application and when required, request further evidence.
- *Please note: ACFB clusters some UoC's together for holistic delivery and assessment. In the instance you gain CT for a UoC that is clustered with another UoC where you have not gained CT, this may result in a reduction in the fee for the UoC but the same number of assessments will need to be completed.*

First Name _____ Surname _____ Email _____ Phone Number _____

Step 1 – Tick the unit of competencies completed within a previous qualification:

Unit Code	Unit Name	Completed within previous 3 yrs	Completed longer than 3 yrs ago
Relaxation Massage Assessment			
HLTAAP002	Confirm physical health status		
HLTMSG010	Assess client massage needs		
Relaxation Massage Treatment			
HLTMSG009	Develop massage practice		
HLTMSG011	Provide massage treatments		
HLTREF001	Provide reflexology for relaxation		
Safe Practice Principles			
CHCLEG003	Manage legal and ethical compliance		
HLTINF004	Manage the prevention and control of infection		
HLTWHS004	Manage work health and safety		
Communication in Healthcare			
CHCCOM006	Establish and manage client relationships		
CHCDIV001	Work with diverse people		
Relaxation Massage Consultations			
HLTMSG012	Apply relaxation massage clinical practice		
CHCPRP005	Engage with health professionals and the health system		
HLTAID011	Provide First Aid		

Current Experience

Where your UoC's were completed longer than 3 years ago, provide specific details of your work in the industry within the previous 3-year period.