

RPL/RCC – Stage 1

Diploma of Remedial Massage HLT52021 Section 2

Recognition of Prior Learning (RPL) & Recognition of Current Competence (RCC)

Do you have prior qualifications and/or experience gained through years of work in skilled and challenging jobs? Gaining recognition of these skills is sometimes not easy and can hold you back in progressing your career to the next step. If this is your situation, you can unlock your full potential by having your skills recognised by ACFB!

All applications for RPL/RCC are considered by ACFB's Program Manager. Please note, ALL applications for RPL/RCC MUST be accompanied by the requested performance evidence outlined within this document and will be submitted during Stage 2 of this process.

How does the RPL process work?

There are two (2) stages to the RPL/RCC process:

Stage 1

- Identify the units that you believe you have the required knowledge and skills, AND where you can provide the performance evidence required
- Pay particular attention to the example evidence you will need to submit if you were to apply for RPL/RCC for the unit. You will need to submit evidence to meet all the Performance Evidence listed for each unit
- Check the boxes on the left-hand side for each unit where you would like to move forward with the RPL/RCC process
- Email this completed form to rpl@acfb.edu.au
- Make payment of the non-refundable RPL/RCC processing fee of \$100 (please note, this fee will be deducted from your course fee after enrolment)
- ACFB will then send you an RPL/RCC document for each unit checked below

Stage 2

- Fill in the unit RPL/RCC documents sent to you, answering all short answer questions in detail related to your knowledge of the unit
- Submit each RPL/RCC unit document, along with all evidence requested to rpl@acfb.edu.au. Hard copy documents will not be accepted.
- Where RPL/RCC is requested for multiple units, place all evidence for a unit within a folder using the unit code as the title, then zip the folder and attach to the email
- ACFB will review your submitted documents and may request further evidence if required (this may also include practical demonstrations and oral questioning)
- You will then receive an RPL/RCC Summary outlining the units where you have successfully gained RPL/RCC and the amended course price (if applicable). Please note this amended price will include a fee per unit for the RPL/RCC process.
- An RPL/RCC application may take between 10-21 business days to process from when we receive your completed unit forms and supporting evidence.

First Name _____ Surname _____ Email _____ Phone Number _____

Previous Qualifications

In the area below, list all relevant qualifications and specific units completed that you believe would assist you in your claim for RPL/RCC. Ensure you include the year of completion.

Previous Experience

In the area below, list all relevant experience that you feel would assist you in your claim for RPL/RCC. Ensure you include the year the experience was completed.

Remedial Massage Assessment	
HLTAAP003	Analyse and respond to client health information
Unit Description:	This unit of competency describes the skills and knowledge required to analyse client health information and then to plan appropriate health services within scope of own role. It requires an in-depth knowledge of anatomy and physiology. This unit applies to individuals who plan and provide services with some level of autonomy. Some disciplines will require a state/territory regulatory determination regarding delegation and supervision.
Required Evidence:	<p>The applicant must provide evidence of the following to gain RPL/RCC for this unit:</p> <ul style="list-style-type: none"> • May have completed a similar unit within a health course however there must be evidence of analysing health information and planning services for clients (a minimum 6 different clients) presenting with different conditions or • Have worked within the health industry with evidence of analysing health information and planning services for clients (a minimum 6 different clients) presenting with different conditions • Where evidence is from work based experience, submission of 6 different client records including medical history form & treatment cards of clients presenting with different conditions (client identifiers must be blacked out) • All applicants will need to provide information related to their knowledge within all <u>blue</u> sections <p>Example of other Evidence</p> <ul style="list-style-type: none"> • Relevant <u>certified</u> transcript & certificate with a similar unit of competency, including the unit outline/summary that demonstrates the same performance outcomes, or • Evidence of working within the health industry where you have completed the above tasks through letters from employers outlining job role and duties
HLTMSG013	Perform remedial massage musculoskeletal assessments
Unit Description:	This unit describes the performance outcomes, skills and knowledge required to assess clients presenting with symptoms, musculoskeletal conditions or restriction in range of motion. It requires the ability to gather client information, conduct specific tests and bring information together to develop a remedial massage treatment plan. There is a strong focus on functional anatomy. This unit applies to remedial massage therapists.
Required Evidence:	<p>The applicant must provide evidence of the following to gain RPL/RCC for this unit:</p> <ul style="list-style-type: none"> • Applicants will have the knowledge and skills to conduct remedial physical assessments to a minimum of a remedial massage level. This must include assessment of each of the following:

- Upper and lower body and whole spinal assessment to all major joints
- Daily movement tasks
- Muscle strength and length tests
- Observation including variations in posture
- Orthopaedic tests
- Palpation of body landmarks and muscles
- Range of motion testing including active, passive and resisted ranges
- Applicants may have completed a similar unit within a health course where they have conducted the above physical assessments to a minimum of a remedial massage level on a minimum of 3 different clients or
- Have worked within the manual therapy industries within the last 3 years where they have conducted the above physical assessments to a minimum of a remedial massage level on a minimum of 3 different clients.
- Applicants using work-based experience as evidence, will need to submit 3 different client intake forms that collectively include the above assessment testing procedures (client identifiers to be blacked out).
- After submission of this form along with the above evidence, applicants will be required to complete a demonstration of a remedial physical assessment that includes the above performance requirements.
- Applicants who have not completed a unit with the required surface anatomy knowledge will need to complete a surface anatomy quiz to demonstrate their current knowledge in this area.
- All applicants will need to provide information related to their knowledge within all blue sections

Example of other Evidence

- Relevant certified transcript & certificate with a similar unit of competency, including the unit outline/summary that demonstrates the same performance outcomes, or
- Evidence of working within the health industry where you have completed the above tasks through letters from employers outlining job role and duties
- Copy of membership of an Australian professional body that represents manual therapists

Remedial Massage Treatment	
HLTMSG014	Provide remedial massage treatments
Unit Description:	This unit describes the performance outcomes, skills and knowledge required to prepare for and provide remedial massage treatments based on the outcomes of an existing health assessment and treatment plan. This unit applies to remedial massage therapists working with clients presenting with musculoskeletal dysfunction, pain or injury, acute or chronic pain, and pathological conditions.
Required Evidence:	<p>The applicant must provide evidence of the following to gain RPL/RCC for this unit:</p> <ul style="list-style-type: none"> • Applicants will have the knowledge and skills to prepare for and manage remedial massage treatments on different people. This must include each of the following: <ul style="list-style-type: none"> - Applying treatment techniques in positions according to client needs - Using the following remedial massage treatment techniques <ul style="list-style-type: none"> ○ Compressive techniques, trigger point techniques without skin penetration, deep tissue massage, friction techniques ○ Lymphatic massage ○ Muscle energy techniques, passive movement at joints including positioning release technique ○ Myofascial techniques without skin penetration ○ Stretching techniques including proprioceptive neuromuscular facilitation ○ Thermotherapy - Provide post-treatment advice • Applicants may have completed a similar unit within a health course where they have conducted the above remedial techniques on a minimum of 4 different clients or • Have worked within the manual therapy industries within the last 3 years where they have conducted the above remedial massage techniques on a minimum of 4 different clients. • Applicants using work-based experience as evidence, will need to submit 4 different client intake forms that collectively include the above remedial massage techniques being applied (client identifiers to be blacked out). • After submission of this form along with the above evidence, applicants will be required to complete a demonstration of each remedial technique that includes the above performance requirements. <p>Example of other Evidence</p> <ul style="list-style-type: none"> • Relevant <u>certified</u> transcript & certificate with a similar unit of competency, including the unit outline/summary that demonstrates the same performance outcomes, or • Evidence of working within the health industry where you have completed the above tasks through letters from employers outlining job role and duties • Copy of membership of an Australian professional body that represents manual therapists

HLTMSG015	Adapt massage treatments to meet specific needs
Unit Description:	This unit describes the performance outcomes, skills and knowledge required to adapt massage assessment and treatment strategies to respond to clients with specific needs. This unit applies to massage therapists.
Required Evidence:	<p>The applicant must provide evidence of the following to gain RPL/RCC for this unit:</p> <ul style="list-style-type: none"> • Applicants will have the knowledge and skills to prepare for and manage remedial massage treatments for people with different specific needs. This must include each of the following: <ul style="list-style-type: none"> - Conduct case-specific research identifying key aspects and features of the special needs and how they may impact assessment and treatment - Effectively adapt communication, assessment and treatment strategies to meet the specific needs - Undertake a process of reflection, identifying changes in own understanding of client needs • Applicants may have completed a similar unit within a health course where they have applied remedial techniques with people with different needs with a minimum of 3 different clients and conducted case specific research with evidence or • Within the last 3 years worked within the manual therapy industries where they have: <ul style="list-style-type: none"> - Conducted remedial massage treatments with people with different specific needs and provide evidence of client documentation for the 3 different clients (client identifiers to be blacked out) - Evidence of conducting case specific research to assist the 3 clients above • After submission of this form along with the above evidence, applicants will be required to complete a demonstration with a client with specific needs to demonstrate the ability to: <ul style="list-style-type: none"> - Effectively adapt communication, assessment and treatment strategies to meet the clients specific needs <p>Example of other Evidence</p> <ul style="list-style-type: none"> • Relevant <u>certified</u> transcript & certificate with a similar unit of competency, including the unit outline/summary that demonstrates the same performance outcomes, or • Evidence of working within the health industry where you have completed the above tasks through letters from employers outlining job role and duties • Copy of membership of an Australian professional body that represents manual therapists • Ongoing professional development completed

HLTMSG018	Adapt massage practice for athletes
Unit Description:	This unit describes the performance outcomes, skills and knowledge required to determine massage needs and to adjust assessment and treatment to develop preventative and injury-related treatment strategies for athletes, sport participants and active people. This unit applies to remedial massage therapists.
Required Evidence:	<p>The applicant must provide evidence of the following to gain RPL/RCC for this unit:</p> <ul style="list-style-type: none"> • Applicants will have the knowledge and skills to perform pre-event, post-event and intra-event massage. This must include different sports and a variety of different athletes • Applicants may have completed a similar unit within a health course where they have applied remedial techniques with athletes that included pre-event, post-event and intra-event with a minimum of 3 different athletes for different phases of an athlete’s training or competition cycle or • Within the last 3 years worked within the manual therapy industries where they have: <ul style="list-style-type: none"> - Applied remedial techniques with athletes that included pre-event, post-event and intra-event for different phases of an athlete’s training or competition cycle - Submission of 3 different treatment plans developed for 3 different athletes to address the specific needs of competing in different sports and different phases • After submission of this form along with the above evidence, applicants will be required to complete a demonstration with an athlete (case scenario) to demonstrate the ability to: <ul style="list-style-type: none"> - Complete a pre-event, post-event and intra-event massage with different case scenario’s where the treatment plan is developed after completing an assessment of the athlete <p>Example of other Evidence</p> <ul style="list-style-type: none"> • Relevant <u>certified</u> transcript & certificate with a similar unit of competency, including the unit outline/summary that demonstrates the same performance outcomes, or • Evidence of working within the health industry where you have completed the above tasks through letters from employers outlining job role and duties • Copy of membership of an Australian professional body that represents manual therapists • Ongoing professional development completed

Evidence Based Practice	
CHCPOL003	Research and apply evidence to practice
Unit Description:	This unit describes the skills and knowledge required to establish the information need, gather information and critically analyse the information for relevance to own work. This unit applies to health and community service workers who need to research existing information to support and improve their work practice. It does not cover primary research.
Required Evidence:	<p>The applicant must provide evidence of the following to gain RPL/RCC for this unit:</p> <ul style="list-style-type: none"> • Applicants may have completed a similar unit within a health course where they have completed research activities and developed actions based on research outcomes or • Within the last 3 years worked within the manual therapy industries where they have: <ul style="list-style-type: none"> - completed research activities and developed actions based on research outcomes for at least 2 different issues within own field of practice where you can show evidence of: <ul style="list-style-type: none"> ○ planning information gathering activities ○ gather information using a systematic approach to establish relevance to objectives and requirements ○ analyse information assessing the strength, relevance, reliability, currency, feasibility, benefits and risks associated with the information ○ how this information was used in practice <p>Example of other Evidence</p> <ul style="list-style-type: none"> • Relevant <u>certified</u> transcript & certificate with a similar unit of competency, including the unit outline/summary that demonstrates the same performance outcomes, or • Evidence of working within the health industry where you have completed the above tasks through letters from employers outlining job role and duties • Copy of membership of an Australian professional body that represents manual therapists • Ongoing professional development completed

HLTMSG016	Manage the prevention and control of infection
Unit Description:	This unit describes the performance outcomes, skills and knowledge required to apply the principles of pain neuroscience in health care assessment and treatment. This unit applies to a broad range of health care practitioners.
Required Evidence:	<p>The applicant must provide evidence of the following to gain RPL/RCC for this unit:</p> <ul style="list-style-type: none"> • Applicants may have completed a similar unit within a health course where they have completed research on pain neuroscience and applied this to practice or • Within the last 3 years worked within the manual therapy industries where they have: <ul style="list-style-type: none"> - applicants will need to provide evidence of the ability to apply the principles of pain neuroscience within their job role: <ul style="list-style-type: none"> ○ conducted research of credible sources of information to update own knowledge of one recent neuroscience development ○ consulted with three clients to develop a documented treatment plan to meet their needs including their pain presentation (client forms to be submitted with identifiers blacked out) ○ answer questions reflecting on own practice with each of the three client consultations above • All applicants will need to provide evidence of completing professional development relevant to pain neuroscience <p>Example of other Evidence</p> <ul style="list-style-type: none"> • Relevant <u>certified</u> transcript & certificate with a similar unit of competency, including the unit outline/summary that demonstrates the same performance outcomes, or • Evidence of working within the health industry where you have completed the above tasks through letters from employers outlining job role and duties • Copy of membership of an Australian professional body that represents manual therapists • Ongoing professional development completed

Develop Business Plans	
BSBESB401	Research and develop business plans
Unit Description:	This unit describes the skills and knowledge required to research and develop business plans for achieving business goals and objectives. The unit applies to those establishing or operating a business providing self-employment, as well as those establishing a new venture as part of a larger organisation.
Required Evidence:	<p>The applicant must provide evidence of the following to gain RPL/RCC for this unit:</p> <ul style="list-style-type: none"> • Applicants will have the knowledge and skills to develop business plans that addresses the goals and objectives of a business or business venture • Applicants may have completed a similar unit at the same or higher level where they have developed a business plan or <ul style="list-style-type: none"> - Within the last 3 years developed a business plan or continued updating a business plan that was previously developed for a business. This business plan must address all areas as set out in the Elements & Performance Criteria of this unit shown in orange. - Submission of a business plan that meets the criteria set out above. <p>Example of other Evidence</p> <ul style="list-style-type: none"> • Relevant <u>certified</u> transcript & certificate with a similar unit of competency, including the unit outline/summary that demonstrates the same performance outcomes, or • Evidence of currently working within own business • Copy of membership of an Australian professional body that represents manual therapists • Ongoing professional development completed

Remedial Massage Consultations	
HLTMSG017	Apply remedial massage clinical practice (Part 2 – Remedial massage consultations)
Unit Description:	<p>This unit describes the performance outcomes, skills and knowledge required to undertake remedial massage consultations in a clinical setting. This includes provision of remedial massage treatments, as well as clinic preparation for consultation, client assessment and monitoring of client progress and outcomes. It incorporates understanding of industry practices and professional development opportunities for remedial massage therapists. This unit applies to remedial massage therapists.</p>
Required Evidence:	<p>The applicant must provide evidence of the following to gain RPL/RCC for this unit:</p> <ul style="list-style-type: none"> • An applicant can only gain RPL for this unit if they can successfully gain RPL for HLTMSG013 & HLTMSG014 • The candidate must show evidence of the ability to complete tasks outlined in elements and performance criteria of this unit • Applicants must have evidence of completing 200 hours of massage clinic work (this can include a combination of consultations, administration, reception work, professional development etc) with a minimum of 40 relaxation massage consultations (submitted within Section 1) & 100 remedial massage consultations, this may be within: <ul style="list-style-type: none"> - a previous massage qualification where evidence of the above consultation numbers and hours, along with currency can be provided, or - work within the manual therapy industries within the last 3 years where they have completed the above massage consultation numbers and hours. Please see Elements and Performance Criteria that will need to be met in orange within this document. For this option the applicant must: <ul style="list-style-type: none"> ○ submit evidence of a minimum of 200 hours of clinic work, this can include a combination of consultations, administration, reception work, professional development etc ○ submit a minimum of 100 remedial massage client consultations to clients from different stages of life with varied presentations with submission of their client intake forms and treatment documentation (client identifiers must be blacked out). ○ As a component of the above remedial massage client forms submitted, there needs to be three (3) different clients with at least three (3) treatments per client where they have monitored and evaluated their remedial massage treatments (on submission of the above clients forms, the 3 ongoing clients above need to be clearly indicated). • After submission of this form along with the above evidence, applicants will be required to complete a demonstration of a full remedial massage client consultation including the client intake, physical assessment, treatment planning, treatment, evaluation and documentation. <p>Example of other Evidence</p> <ul style="list-style-type: none"> • Relevant <u>certified</u> transcript & certificate with a similar unit of competency, including the unit outline/summary that demonstrates the same performance outcomes, or • Evidence of working within the health industry where you have completed the above tasks through letters from employers outlining job role and duties • Copy of membership of an Australian professional body that represents manual therapists