

# Service provider personnel requirement matrix

Description	Family personnel	Kinship personnel	Agency staffing	Residential care & PaSP	Supported independent living	Reunification	Additional Information
<b>Qualification requirements</b>							
Hold or be actively working towards a recognised relevant qualification as listed in the <a href="#">minimum qualification and training requirements for service provider personnel</a> .	✓	✓	✓	✓	✓	✓	
<b>Mandatory Requirements</b>							
DHS Working With Children's Check (WWCC) to demonstrate not a prohibited person under the <i>Child Safety (Prohibited Persons) Act 2016</i> .	✓	✓	✓	✓	✓	✓	Mandatory requirement as per <i>Child Safety (Prohibited Persons) Act 2016</i> .
NDIS Worker Checks for personnel who meet the Department for Human Services definition of a risk-assessed role. This requirement is only applicable to registered NDIS providers.	✓	✓	✓	✓	✓	✓	Mandatory requirement as per <i>Disability Inclusion (NDIS Worker Check) Regulations 2020</i> .
Psychological assessment as described in the <a href="#">psychological assessment service provision requirement</a> .	X	X	✓	✓	✓	X	
Drivers licence.	✓	✓	✓	✓	✓	✓	P2 provisional or full class C licence is required to transport children and young people.

✓ Contractual requirement                      X Not required

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<b>Core training requirements</b>							
<b>Nationally accredited or endorsed training<sup>1</sup></b>							
Provide First aid (HLTAID011) OR Provide first aid in an education and care setting (HLTAID012). Initial and refresher every three years.	X	X	✓	✓	✓	X	Training must be provided by a registered training organisation.
Safe environments for children and young people. Initial and refresher every three years.	✓	✓	✓	✓	✓	✓	Training must be provided by a DHS authorised facilitator. For more information contact <a href="mailto:DHS.SETrainin@sa.gov.au">DHS.SETrainin@sa.gov.au</a>
Correct use of Personal Protective Equipment (PPE).	✓	✓	✓	✓	✓	✓	Training materials are available through <a href="#">SA Health</a> , <a href="#">NSW Health</a> , <a href="#">TAS Health</a> , or the <a href="#">Department of Health</a> .
<b>In-house training<sup>2</sup></b>							
Introduction to the South Australian child protection system.	✓	✓	✓	✓	✓	✓	
Shared lives.	✓	X	X	X	X	X	

✓ Contractual requirement                      X Not required  
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## Definitions

**Family based care** includes all employees, agents, consultants, contractors, or subcontractors employed or engaged by the service provider to provide direct support to the family based carer, who will have a level of interaction with the child or young person. This may include, but is not limited to support workers, placement workers and supervisors.

**Kinship personnel** includes all employees, agents, consultants, contractors, or subcontractors employed or engaged by the service provider to provide direct support to the kinship carer, who will have a level of interaction with the child or young person. This may include, but is not limited to support workers, placement workers and supervisors.

**Agency staffing personnel** includes all employees, agents, consultants, contractors, or subcontracts employed or engaged by the service provider to provide care to children and young people at a DCP facility. This may include, but is not limited to, supervisors, carers, and child and youth workers.

**Residential care and supported independent living personnel** includes all employees, agents, consultants, contractors, or subcontractors employed or engaged by the service provider to provide non-family based care (including residential care, residential care disability, supported independent living services and placement and support packages) and will interact with the child or young person. This may include, but is not limited to, carers, supervisors, and support workers.

**Reunification personnel** includes all employees, agents, consultants, contractors, or subcontractors employed or engaged by the service provider to provide therapeutic, assertive, and tailored interventions for parents whose children or young people have been removed with the aim of improving parent capacity and family functioning.

**Other services:** any other services that are not captured in this matrix (e.g. advocacy and support) should review their service agreement and contract management plan for personnel and training requirements.

**Refresher training:** Where required, refresher training has been noted in the matrix. Where refresher training has not been noted, it is not required. Service providers may undertake their own refresher training outside of this matrix, if necessary where staff can no longer demonstrate the core competencies.

✓ Contractual requirement                      X Not required

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