



Course Prospectus

Nutrition courses fresh to your door!

Cadence Health in conjunction with Parents Centre NZ



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Why choose to study with Cadence Health?

Cadence (pronounced kay dance) Health is an innovative, quality driven, learner based health education provider. Specialising in flexible, supportive distance study in nutrition, courses provide extensive learning facilities which cater for all learning and professional needs. Created by savvy graduates, the Cadence Health team knows the importance of putting students first!

Our students come from a diverse range of backgrounds including the fitness industry, health sector, management, natural therapies, retail, administration and child care to name just a few. We pride ourselves on the diverse range of students we have, including cultural, age, occupation and background.

Our mission at Cadence Health is to improve community health. We are passionate about nutrition, health, fitness and wellbeing. Choosing a Cadence Health course is choosing good health. **We believe that it's what's inside that matters – nourishment and knowledge.**

Studying nutrition and health is for many the first step in the 'healer heal thy self' process and for others one step in a series that drives them along their professional development path.

Other reasons why people study with Cadence Health:

- As a **pathway** to continue studies towards a career in health.
- To assess their **readiness** for further studies.
- To study in their **own time** and at their own pace.
- To study in a **flexible** format that fits with their busy life.
- To improve and **enrich** their lives.
- To gain **continuing education** points.
- To undertake a unit in **Certificate III in Children's Services**.
- To increase the **range of services** they offer their clients.
- Our fees are totally **inclusive**; there is not a cent more you need to spend.
- We offer **more support** via online learning, discussion boards, resource disks, audio lectures and personalised assistance.

Director's message

For me retraining in nutrition was about developing an inner knowing and trust in my decisions about my health. **Nutrition is not just something you learn - you begin to live it and fall in love with it; it becomes second nature.**

My aim is that our courses offer you this insight and trust. We will always actively seek to offer the best service we can, because at Cadence Health **you come first!**

Eat well, enjoy life and live long!
Leanne Cooper



You come first!

Meet the team at Cadence Health

Leanne Cooper – Director

Post Grad. Cert Higher Ed; BA (Psych/Ed), Dip. Nutr.; Adv. N.D.; Cert IV; M.A.T.M.S.

Consultant nutritionist and lecturer:

- Huggies
- Manly Sea Eagles Rugby League Club.
- Various corporate, government, community, parent and child care groups.

NEW ZEALAND PARTNER

Parents Centre NZ Inc

Parents Centre is a community based not for profit organisation set up by parents for parents in 1952. Parents Centres is represented in 54 main centres throughout New Zealand.



ADMINISTRATION STAFF

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Herbalist

- Maxine White

Dietitian

- Tracy McHarg

Medical practitioner

- Karen Tattersall

Fitness consultant, Head Strength and Conditioning Coach Manly Sea Eagles

- Don Singe

Early Childhood Consultant

- Simone Brown

Vocation and education consultant

Leanne Springer

GRAPHIC DESIGNER

- Renee Woodward



Course recognition & continuing education points

QUALIFICATIONS YOU WILL GAIN

When you take a course with us you are gaining a **vocational education qualification**. We map many of our courses to nutrition elements of Australian **National Training Packages** such as fitness, health and childcare to provide you with additional benefits.

HOW CAN I USE MY COURSE?

The accreditation and approval our courses hold ensures a high education standard with recognition across Australia and New Zealand. Your certificate also opens doors for you in terms of:

1. Admission into other courses
2. Exemptions
3. Recognition for prior learning for job interviews and training
4. Health, sporting and childcare continuing education points for ongoing professional registration

ACCREDITATION AND APPROVAL

Cadence Health is a member of the Australian Council of Private Education and Training (**ACPET**).

We are an approved provider with:

- The Pharmaceutical Society of Australia (**PSA**) for CPD&PI points according to approved PSA Guidelines (Paediatric Nutrition and Weight Loss Nutrition only)
- The Australian College of Midwives Incorporated (**ACMI**) for PDCP points (Paediatric Nutrition only)

- Australian Traditional Medicine Society (**ATMS**) for CPE points. Also relevant for many New Zealand complimentary therapists.
- National Herbalists Association of Australia (**NHAA**) for CPE points also relevant in NZ.

Note: Many private health funds now offer rebates on accredited health courses refer to your fund for details.

Many of our courses are **accredited** or recognised via the:

- Fitness Australia National Accreditation Scheme offering CEC points.

Possible eligible points may be gained from the:

- Australian Association of Massage Therapists (AAMT) for PME points

Other peak bodies not listed here may offer **points** from undertaking our courses. Contact your registering body for more details.

RECOGNITION OF PRIOR LEARNING (RPL) AND USING COURSES FOR FURTHER STUDY

RPL from courses, experience and training may be used to gain advanced standing and **exemptions**.

Cadence Health courses can be used as evidence for recognition of competency to gain exemption/credit so that you are not required to repeat units in future studies, or as a competency in your current job position. We provide you with documents as proof of your competencies that relate to training packages.



AUSTRALIAN COUNCIL FOR PRIVATE EDUCATION AND TRAINING



Becoming a nutritionist

CAN I PRACTICE ONCE I HAVE PASSED THE COURSE?

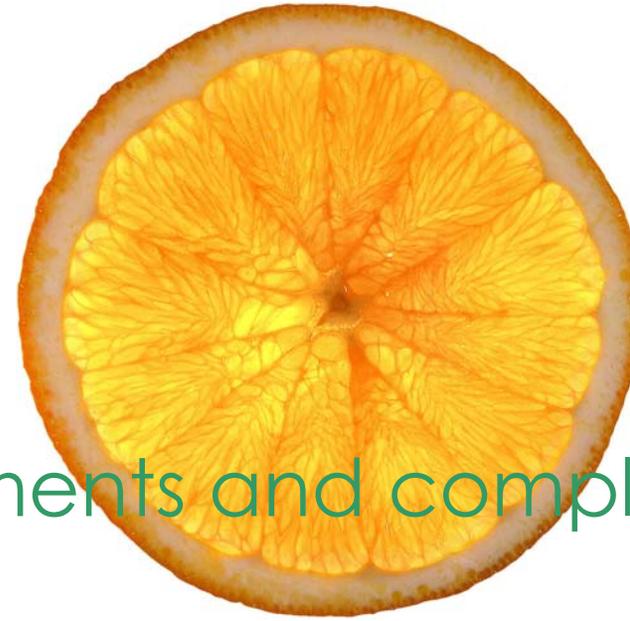
This is one of the most common questions we get asked. The short answer is no. However if you are currently a practitioner covered by your registering body and insured to undertake nutrition as a modality you are fully entitled to practice. Qualified herbalist and professional fitness consultants for example may provide dietary advice to clients.

Qualified nutritionists and dietitians have undertaken tertiary studies at private colleges, TAFE's, polytechs or universities, for a number of years.

Some of the types of subject matter that is required to be completed include:

- The sciences (chemistry, biochemistry, biology, physiology and pathophysiology).
- Medicine (pathophysiology, symptomology and diagnosis).
- Clinical practices (counseling and clinical case studies) as well as considerable supervised clinical hours.

Remember you can use our courses for possible exemptions such as our Childhood Nutrition course for the nutrition unit in **Certificate III in Children's Services**, and for continuing education points.



Study requirements and completing your course

HOW LONG WILL MY COURSE TAKE?

The Certificate of Childhood Diet and Nutrition is a 16-week course. All our courses offer you ample time for your assessment.

HOW MANY HOURS A WEEK WILL I NEED TO STUDY?

We have designed our courses to require approximately two hours per week; hence a 16-week course generally takes around 32 hours to complete.

HOW QUICKLY CAN I COMPLETE A COURSE?

We have had many students complete their course in well under the time allocated. For example a 16 week course (equivalent to 32 hours of study) could be finished in about a week if you are able to put aside a little more than 4 hours a day.

WHAT IF I NEED MORE TIME?

No problem! Many of our students work full-time; have families or extensive commitments so we have ensured that our courses are very flexible. We can easily extend assessment dates.

DO I NEED TO ATTEND LECTURES?

No. All our courses are distance mode of study. But we are here to help.

HOW WILL I KNOW WHAT TO STUDY AND WHEN?

We provide you with a student manual, text book and learning activities/study guide to help you through your course.

Study guides and assessments reflect textbook chapters. Naturally we don't expect you to memorise every detail so using your study guide will help you to identify what is most important.

Most students read a chapter, complete the study questions for that section, mark their answers and revise. You could at this time complete the relevant sections of the assessment as you go along. Alternatively you may wish to take the assessment at the end of the course.

CAN I TALK TO SOMEONE FOR HELP?

Absolutely!!!! Cadence Health is committed to your education and we are on hand to help students every step of the way! If you are in need, call us!

When can I start?

While we have nominated term dates below, we enrol students continuously throughout the year.

You can start when ever you choose. We simply enrol you into the next nearest term date and send your course pack direct to you (allow up to 10 working days for funds to clear and 'postal' time depending on payment form).

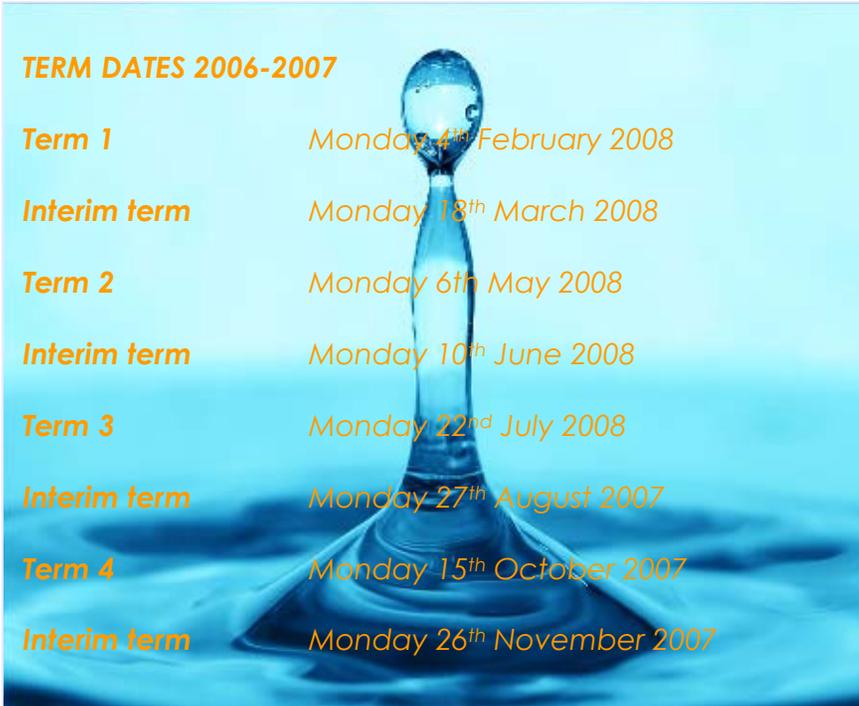
WHO DO I SPEAK TO IF I HAVE A QUESTION?

For general inquiries about our course you should contact Parents Centre. In some cases they may ask Cadence Health to call you need to know something they are unsure of.

WHO DO I SPEAK TO ABOUT ENROLLING?

To enrol you should contact Parents Centre. This way we are able to send your course pack to you from NZ and thereby avoid any postage charges from Australia. Everything remains the same and Cadence Health will contact you as soon as we are advised by Parents Centre of your enrolment. Cadence Health will support you right through your course.

TERM DATES 2006-2007



Term 1	<i>Monday 4th February 2008</i>
Interim term	<i>Monday 18th March 2008</i>
Term 2	<i>Monday 6th May 2008</i>
Interim term	<i>Monday 10th June 2008</i>
Term 3	<i>Monday 22nd July 2008</i>
Interim term	<i>Monday 27th August 2007</i>
Term 4	<i>Monday 15th October 2007</i>
Interim term	<i>Monday 26th November 2007</i>

Assessments

WHAT TYPE OF ASSESSMENT WILL I HAVE TO DO?

Your course assessment is an open-book, un-timed examination, which include a combination of questions including true/false, multiple choice, short answer and case studies.

HOW WILL I KNOW WHEN MY ASSESSMENT IS DUE?

Your acceptance letter in your course pack states your student number and due date for your assessment. Additionally your assessment paper has a personalised submission form that includes your name, student number and due date printed on the front along with a return paid envelope.

WILL I HAVE TO STUDY IN THE HOLIDAY PERIODS?

None of our course assessments are due in holiday periods so if you enrol in November you won't be expected to study during your holidays.

WHAT IF I CAN'T COMPLETE MY ASSESSMENT IN TIME?

We encourage students to contact our qualified staff should they encounter any difficulties during the course.

Our focus is not on when you send in your assessment but on getting you through the course in a way that you benefit most. If you have any concerns we are here to help.

In most cases we simply alter your date to a more convenient date.

We want you to get the most out of your course and we are very flexible and always on hand to help.

What's in a course pack?

DO I NEED TO BUY A TEXTBOOK?

No, Cadence Health includes a textbook with all courses in your course pack.

HOW DOES MY COURSE PACK GET TO ME?

Where ever possible your course pack is delivered to your door via **courier** New Zealand wide. Hence we aren't able to process Post Office box addresses.

WHAT WILL I GET WHEN I BEGIN THE COURSE?

It will contain:

- Acceptance letter outlining your student details and due dates.
- A comprehensive text with current research articles.
- Student manual.
- CD of supplemental fact sheets, reports and articles.
- Audio lecture on the CD.
- Access codes for the student facilities and discussion room.
- A complimentary protective course folder.
- Complimentary government and health agency booklets.
- A student study guide and answer book (short courses have these included within the text).
- An open-book course assessment.
- Reply paid envelope for return of your assessment to Australia for grading.
- Course evaluation form (postage paid).

ONLINE LEARNING FACILITY

All Cadence Health students have open access to our password protected online learning facility.

This is an optional extra and not required in order to complete your course.

The site contains extensive reports, fact sheets, resource links, special offers and discounts, an EClassroom and a notice board.

Our EClassroom enables students to contact our staff, panel of experts and to talk with other students. You can post a question you have in mind or reply to other students. This is a student and member's only service.

WHAT HAPPENS WHEN I HAVE FINISHED THE COURSE?

Upon successful completion of your course your results, accreditation certificate and transcript of results (for use at other colleges) will arrive in the mail. We grade all exams as they arrive and return results within a week. You will receive a copy of your exam submission page with feedback, along with copies of relevant pages of your exam.



WHAT SORT OF SUPPORT IS OFFERED?

We love to hear from our students, and encourage you to call or email for additional feedback or to discuss parts of the course or subjects with our friendly, qualified and helpful staff.

EVALUATIONS

We encourage students to complete their course evaluation form. This way we can ensure we offer the best quality education possible.

The Certificate of Childhood Diet and Nutrition



NUT07: Certificate of Childhood Diet and Nutrition

Fees

- \$420 + GST inclusive of all fees and learning resources

Duration

- 38 hours of study over 16 weeks

Accreditation

- 30 CPE points per year from ATMS (a maximum of 10 CPEs to be carried over to the following year)
- Accredited by Fitness NSW for 8 CEC points
- 18 CPE points from NHAA
- May be eligible for ongoing PME points from AAMI

Elements of the course are mapped to units from the national training package 'Care for Children' to assist RPL for entry into further study.

NZ residents

Enrol direct with Parents Centre New Zealand.

- Phone: 04 233 2022
- Fax: 04 233 2063
- Web: www.parentscentre.org.nz

Mode of delivery

- Self-paced correspondence
- Text book and learning guide
- Audio lecture
- Online discussion room (with access to Early Childhood Experts)
- Additional files such as recipes, various child health and nutrition fact sheet

Prerequisites

- There are no prerequisites.

FLEXIBLE COURSE

Ideal for busy people this course can be completed as fast or as slow as you wish. The course is ideal for:

- Parents and caregivers
- Childcare specialists and workers
- Child care training organisations

COURSE DESCRIPTION

The course offers a comprehensive and practical approach to healthy eating for children. Undertaking this course will ensure you feel confident that your child is getting the best start to life. A rare insight into Childhood Nutrition that you are unlikely to find elsewhere.

Feeding Babies in the First Year

This unit looks specifically at the nutritional needs of infants from birth to 12 months of age.

Content: A comprehensive look at breastfeeding, milk supply, dietary influences on breastmilk, how to choose the best formula and terminology used by manufacturers. An exhaustive section on introducing solids, including when the time is right, what foods to start with, how much, how to progress to meals, food safety, the most common dangerous foods and strategies to ensure the best eating habits are in place early. Ideal for those looking for flexible and supportive study (for personal or professional reasons) in nutrition for infants in the first year of life.

Nutrition and Healthy Eating for Children

This unit is jam packed full of common-sense information, strategies and tips. The text takes the approach that 'parents offer, children choose', our focus is on encouraging a realistic attitude toward healthy eating in childhood, free of blame.

You will gain the assurance that your child is getting the best from what they eat.

Content: Covering all aspects of childhood nutrition from carbohydrates and sugars through to iron and calcium. Nutritionally related health issues such as tooth decay, behaviour, allergies, picky eating, constipation etc are covered in detail. Winding up with a section to bring the information together in a realistic way so you can create and encourage a healthy diet.

Creating Healthy Eating Habits

There are many factors that influence the habits we form towards food and meals. This section looks closely at these while providing many tips on how to cope with some of the challenges in getting kids to eat healthily.

Content: Covering taste preferences (innate and learnt), the effect of bribes and rewards, social influences on eating habits and has an extensive review of dietary patterns of concern and health related dietary and nutrition issues in infancy and childhood. Includes allergies, anaemia, food finickiness, tooth decay, behaviour, overweight etc. And to bring it all to a practical level the section finishes with a comprehensive look at meal planning and meal evaluation.

Admission requirements and enrolling

HOW DO I ENROL?

Students wishing to apply can enrol by:

1. Going to www.parentscentre.org.nz and enrol and pay securely online.
2. Using credit card details over the telephone on 04 233 2022.
3. Mailing a completed enrolment form with credit card details or a cheque.
4. Faxing an enrolment form with credit card details.

Enrol direct with Parents Centres

Unit 4, Bridgepoint 13 Marina View
Mana
PO Box 54 128, Mana
04 233 2022 or fax 04 233 2063
info@parentscentre.org.nz
www.parentscentre.org.nz

Students under 18 years of age will require a legal guardian to authorise and accept the enrolment conditions.

Review page 21 for contact details.

WHAT SORT OF PEOPLE ENROL?

We have a wide array of student backgrounds including GPs, nurses, midwives, child carers, teachers, parents, fitness trainers, school leavers, financial planners, pharmaceutical sales representatives, child care professionals, lawyers, mums and dads, health food shop and pharmacy workers, naturopaths, aroma therapists, chefs, university students and teachers to name just a few.

Courses are designed in a user-friendly, easy to understand format so students from all 'walks of life' can benefit from and enjoy their studies.

WHAT FORMS OF PAYMENT CAN I USE?

Visa and MasterCard are accepted along with cheque or cash. Internet banking is also accepted.

Please keep in mind that funds must be cleared prior to your course pack being sent to you.



IF YOU DO NOT RECEIVE A CONFIRMATION FROM PARENTS CENTRE PLEASE CONTACT PARENTS CENTRE OFFICE TO ENSURE YOUR DETAILS ARE CORRECT.

Important contact details

PARENTS CENTRE INC NZ

Applicants wishing to make enquiries or enrol should apply directly with Parents Centre:

📄 Parents Centres New Zealand Inc.
Unit 4, Bridgepoint 13 Marina View
Mana

📄 PO Box 54 128, Mana

☎ 04 233 2022 or fax 04 233 2063

✉ info@parentscentre.org.nz

🌐 www.parentscentre.org.nz

CADENCE HEALTH

You can direct enquiries to Cadence Health who will then pass on your details to Parents Centre should you wish to enrol.

Enrolling via Cadence Health may mean you incur a postage fee. No postage or handling fee is incurred if you enrol direct through Parents Centre.

📄 PO Box 313 Manly NSW 1655

☎ 61 2 9949 5712

☎ 61 2 9949 5712

✉ info@cadencehealth.com.au

🌐 www.cadencehealth.com.au

Director

Leanne Cooper

✉ lcooper@cadencehealth.com.au

☎ 0411 636 061

Terms and Conditions

Note: Where students have enrolled via another institution into a Cadence Health course the enrolling institutions terms and conditions may apply in the first instance (the exception is Lifestyle Learning Direct who enrol students under Cadence Health terms and conditions). Regarding withdrawal from a course/s joint refund charges may apply. All costs are exclusive of NZ GST

A. ENROLMENT INFORMATION

Successful applicants will be notified by Cadence Health via telephone, email or mail. All required course materials are forwarded to your nominated address (please do not give a post office box).

Certificates and Academic Transcripts

Certificates and academic transcripts will be forwarded to all students upon successful completion of the course.

Replacement certificates are available at the cost of \$15.00 excl GST as are text books at a cost of \$50.00 excl GST. Contact Cadence Health directly.

Fees

Course fees are outlined in the course description in the prospectus. Course fees are inclusive of course materials, resources, learning and answer booklets, manual, quizzes, examinations, reply paid envelope for examinations and exclusive of taxes. Failure to submit course fees with your enrolment may result in the delay or eventual cancellation of your place in the course.

In common with other educational institutions, fees are non-refundable and non-transferable unless Cadence Health cancels the course (withdrawals from the course are discussed below).

Methods of payment

Enrolment fees may be paid by cheque, credit card or internet banking to Parents Centre NZ Inc. Course material will be forwarded on receipt of payment and acceptance into your course from the Cadence Health NZ distribution office.

Extensions

While there is no official deferment policy for distance learning modules owing to the structure and short-term nature of the courses, being self-paced extensions are possible. Students should contact the office to discuss a deferment date.

B. REFUNDS AND REFUSALS

Withdrawal

Students choosing to withdraw from their studies must advise Cadence Health and Parents Centre NZ Inc **in writing within 14 days of receiving course materials**. Provided all course materials are returned in their original condition, you will receive a credit for course fees paid less a \$55 administration fee. No refunds are possible for E-Books or resource kits. An additional fee to cover administrative costs will be charged by Parents Centres NZ Inc of \$50.00 excl GST

Failure to complete

Students unable to complete their course and wishing to retake the course can do so and should contact the office for re-enrolment details (an enrolment fee of \$80 may apply).

Cancellations and changes

Cadence Health reserves the right to cancel a course, or refuse any enrolment as permitted by law. Cadence Health reserves the right to adjust fees, vary course requirements or course schedules at any time as deemed necessary.

Conduct

Students and members should conduct themselves in a professional manner, respecting the information provided, and the ethics and principles of the course. Students should also not pass on any passwords or other materials under copyright laws.

Refusals

Refusal of a position in the course is at the discretion of the admissions department should the student not meet the requirements set out.

Dismissals

Students and members may be suspended or dismissed from the course according to the gravity of the following circumstances:

- Improper conduct.
- Using the materials in an unlawful manner.

C. COMPLAINTS

Complaints must be in writing and directed to Cadence Health. All complaints are lodged formally and considered by our complaints panel. One of our staff will contact any complainants within three working days of receipt of the complaint.

APPLICATION FORM

Personal details

First Name:		Last Name:		
Date of Birth:		M/F:	Number of children:	
Street Address:		City:		Post Code:
Home Phone:	Day phone:		Mobile:	
Email:		Occupation:	How did you hear of us:	

Course details

Course name	Fees
TOTAL FEES NZ\$ excl gst	

Highest qualification gained to-date: (Tick one only) High School Polytechnic University Other

Do you hold any industry registrations/memberships? No / Yes; Details:

Payment Details and Acceptance Signature

Method of payment (please tick one):			
Cheque <input type="checkbox"/>	Credit card <input type="checkbox"/>	Visa / MasterCard	
Credit card number: _____	Card expiry:	Name on card:	
I agree to the enrolment conditions outlined in the Admission details document and hereby state that the information provided is true at the time of signing			
Signature: _____		Date: _____	

Please make cheques payable to Parents Centres NZ Inc

✉ PO Box 54128, Mana, Wellington, NEW ZEALAND ☎ 04 233 2022 X800 📧 info@parentscentre.org.nz 🌐 www.parentscentre.org.nz

Please confirm all faxed enrolments if you do not hear from us within 24 hours.

Where the courier has not been able to deliver your pack in person you must call the courier number on the notice card with 48 hours or your pack will be returned.

Office Use Only

Date in:
Mail/Courier no. and date:

Authority #:
Source:

Student #.:
Due date:

Enrol receipt:
Certificate #: