



Training Information Booklet

About us

The Australian Doula College (ADC) is an integrated organisation providing education, support and continuity of care for birth and end of life doulas and anyone needing support through any one of life's many transitions.

Through our network of qualified and experienced educators, doulas and other practitioners, we can offer a variety of services, training, information programs and support.

At the ADC we believe that the first and last breath are the biggest life transitions you make and that you and those around you deserve to understand your choices and feel supported, ensuring you and your family has the best experience possible.

We provide up to date information in a relaxed and caring environment over several teaching spaces around the country, offering in-person classes or online correspondence learning.

We want to share our experience with you, so that you can be better equipped doulas. At the ADC we take a holistic approach to life's transitions, believing if you have a better understanding of the options available and 'what to expect' you can help create a more positive experience.

We will support and empower you on your journey into the world of Doula-ing.

"Renee Adair is an incredible teacher and amazing woman. Her commitment to her students and this work is nothing short of inspiring. Renee is the real deal! Meeting her and being taught by her was a huge turning point in my life. She instilled me with confidence, she gave me exceptional tools and she taught me to be a Doula from my heart. From my first trainee birth I felt completely empowered and knowledgeable and Renee was there to support me every step of the way. Her training is precise, thorough, deep and real. I highly recommend her training and doula's."

- Imogen Bailey

Our founder, Renee Adair

Renee Adair is the founder and director of the Australian Doula College, the Groundwork Program and the ADC's charity-arm Doula Heart Network. She first began working with women and babies in 1994 as a Massage and Aromatherapist and Reiki Practitioner and in 1998 after the home births of her two biological children she began studying and working as a Doula and Childbirth & Early Parenting Educator.

Renee then worked for the Australian Red Cross at a young women's health program/refuge in Sydney's East, setting up both the outreach and childbirth and early parenting education programs for that service.

Working In collaboration, Renee helped produce the first research on Doulas in Australia which was published in the Journal of Perinatal Education in 2013. She has spoken on a variety of radio programmes, at conferences and seminars and is a regular contributor for a range of publications, websites and podcasts.

Renee has worked to change the way we think about Doula support launching an End of Life Doula Training for the College in 2021 with a view for the wider community to see Doula support though a broader lens, supporting all major life transitions, not just in the birthing space.

In 2019 Renee proudly partnered with Charles Darwin University to co facilitate Accredited Doula training for Indigenous women in the remote First Nations community of Galiwin'ku. She now sits on the official Galiwin'ku steering committee to restore Birthing on Country. Renee has sat on the Consumer Advisory Board of the Australian College of Midwives, trained thousands of Doulas and supported hundreds of women, their partners and families through pregnancy, birth, early parenting and end of life over the course of her career.



A fierce advocate for human rights, the proud mother of three adult children and three grandkids, blends her life's work, spending downtime with her family, friends and fur babies.



Table of Contents.

Pg 5. Certificate IV in Doula Support Services

Qualification description
Course outline

Pg 7. Doula Enterprise Units Overview

Module outline

Pg 9. Doula Enterprise Unit Training Options

Face to Face
Correspondence
Virtual
Student birth experiences

Pg 11. Certificate IV

Pg 12. Course Investment & ADC Community

Pg 14. End Of Life

Doula Training
Course Overview and Investment
Ongoing Support

Pg 18. Scholarships

Pg 19. Our Charity Arm - Doula Heart Network

Pg 20. The Groundwork Program

Pg 21. Projects and Collaborations

Pg 22. Media

Pg 23. General Information

Code of Ethics
Computer and Technology Requirements
Refund and Transfer Policy

Pg 25. Contact Us



Certificate IV in Doula Support Services (Birth and Postnatal)



QUALIFICATION DESCRIPTION

The Certificate IV in Doula Support Services (11123NAT) is an 18 month course providing vocational education and training in practical and theoretical skills relevant to the provision of Doula support services and the underpinning knowledge required to apply these skills in a variety of workplace situation.

By the completion of this course, participants will have developed the skills and knowledge to:

- offer non-medical, physical and emotional support
- provide unbiased information without judgement along with a variety of local resources to prospective parents through conception, pregnancy, childbirth and in the post-natal period
- support fathers and partners and ensure inclusion of siblings and how to work best along-side other health professionals
- understanding what empowers or disempowers the mother / birthing person and their partner and how to help them to bond deeply with their newborn baby
- help clients prepare for an empowering birth,

Participants will also cover topics including:

- the mechanics of labour
- the needs of mother/ birthing person and baby
- possible fears and challenges for parents
- homebirth
- hospital policies and procedures
- post-natal issues and doula work
- breastfeeding

Students may elect to complete the 4 Enterprise/NAT units via the training options:

- face to face
- virtual
- correspondence

****All of the core units are undertaken online via the LMS (online learning platform)****

Please see more information re training options listed on pages 9 and 10



Certificate IV Course Outline

This qualification consists of 12 units of competency with 4 Doula enterprise units .

NAT11123001	ENTERPRISE	Prepare for work as a birth doula
NAT11123002	ENTERPRISE	Promote an empowering birth experience
NAT11123003	ENTERPRISE	Provide doula support services during labour and birth
NAT11123004	ENTERPRISE	Provide post-natal doula support service
BSBMED301	CORE	Interpret and apply medical terminology appropriately
BSBINS410	CORE	Implement records systems for small business
CHCCOM005	CORE	Communicate and work in health or community services
HLTAAP002	CORE	Confirm physical health status
HLTAID011	CORE	Provide First Aid
HLTWHS001	CORE	Participate in workplace health and safety
CHCPRP003	CORE	Reflect on and improve own professional practice
CHCPRT025	CORE	Identify and report children and young people at risk



Scan the QR code for
more information



Enterprise Units Overview

Upon completion of the following 19 modules along with your 3 student experiences, you will graduate as a Certified Birth and PostPartum Doula and receive a **Statement of Attainment** for the units NAT1112001, NAT1112002, NAT1112003 and NAT1112004

module one

Welcome. Course expectations. Your core beliefs and attitudes towards birth. Clarifying the Doula role.

module two

First trimester of pregnancy - mum, partner and baby. Relief of early discomforts. Pre Natal testing. Sexual and reproductive health rights. Journal keeping. Creating your own relaxation space.

module three

Second trimester – mum, partner and baby. Nutrition and exercise in pregnancy. Natural remedies. Relaxation tools. Homebirth. Consent in pregnancy and labour.

module four

Third trimester – mum, partner and baby. Possible complications of third trimester. Positions of the baby. Optimum birthing positions.

module five

Active listening. Effective communication. Pre-labour. Medical inductions. Fear in birth. Fears of the Doula.

module six

Established labour. Endorphins. Dads/partners. Doulas and support people.

module seven

Transition. 2nd stage of labour.

module eight

Reassessment of the Doula role. Doula research and statistics. Your doula bag. Birth plans and preferences. Positive affirmations. Maternal decision making.

module nine

Pain and its contributors. Methods of pain relief, natural and medical.

Enterprise Units Overview

module ten

Caesareans. VBAC. Understanding the microbiome and vaginal seeding.

module eleven

Unexpected outcomes. Grieving and healing. Miscarriage, termination and stillbirth laws. End of Life Doulas.

module twelve

Self-awareness. Personal supervision – why and who? De-briefing

module thirteen

Siblings at birth. Introducing older children. 3rd Stage. Placenta encapsulation. Lotus birth.

module fourteen

Breastfeeding. Bottle-feeding. Working with mums for the best outcome.

job board ready

What you need for your Student Birth Experiences

module fifteen

Baby growth and development. Vitamin K and Hep B. Routine newborn checks. Procedures and screening.

module sixteen

Understanding sleep and settling for babies. New parents support. 24 hr clock. Baby massage and bathing.

module seventeen

The role of the postnatal doula. 4th trimester. Working with complex needs clients. Professional boundaries. Indigenous birthing culture. Understanding the LGBTQI+ community.

module eighteen

Review: Pregnancy; Labour and Birth; PostNatal

module nineteen

Starting your Doula business. Working under agreements. ADC Community and ongoing support. Welcome to the Doula sisterhood!

Enterprise Units Training Delivery Options

Face to Face Option

Our face to face training is kept small and intimate giving students a safe space to share and get the most out of classes. Training is held over 7 days, split into 2 long weekends - Friday Saturday and Sunday and a few weeks later Thursday, Friday, Saturday and Sunday (locations differ, please see dates on the website). You will then have 12 months to complete the remainder of your training via our online learning platform for the Statement of Attainment or 18 months for the full Certificate IV.

Students can sign up for an ADC Community student membership for \$50 which will provide access to the masterclasses and resource centre to assist with your studies and closed Community Facebook group among other benefits.

Correspondence Option

Doula training is possible throughout Australia and the world with the Australian Doula College.

Our Birth and Postnatal Doula course is provided through CANVAS - Student Online Learning System, covering the same modules as the blended and virtual training. You will be assigned to a class with dedicated correspondence educators who you are able to liaise with throughout your studies with us, to raise questions and seek support.

The correspondence course is self-paced, has multiple intakes throughout the year and you have 12 months from the commencement date to complete all of the requirements of the course, including the 3 birth experiences or 18 months for the Certificate IV.

International students are welcome in the Correspondence and Virtual courses and we have numerous students residing in New Zealand, Asia, Europe and Africa. Please be aware, course fees are in Australian dollars (AUD) and the course is written for Australia so we recommend you research the policies and traditions of your own country and note the differences as your course progresses.



Virtual Option

Our virtual training is available to anyone with access to the internet.

It is also kept small and intimate to give students a safe space to share and is a wonderful alternative for those students who want some personal contact but cannot make in-person training.

This training is designed to fit around your life, from the comfort of your home, making it an option around work commitments, school runs, babies and all there is to juggle. This option gives the opportunity to connect with fellow students and be guided by an experienced educator through key aspects of the curriculum.

Training is held via zoom over 6 days, between 9:30am-2:30pm. You will then have 12 months to complete the remainder of your training via our online learning platform for the Statement of Attainment or 18 months for the full Certificate IV.

Student Birth Experiences

To gain your Certification or Accreditation, all student Doulas will need to meet the follow requirements:

- Complete pre-course information and registration and made payment in full
- Complete all four enterprise units in full for the Statement of Attainment or all 12 units for the full Certificate IV.
- Have a current First Aid, CPR and WWCC before taking on your 3 birth experiences
- Support 3 births experiences as a Student Doula (a small fee is charged to the client)
- Develop a resources list for pregnant women and new parents
- Demonstrate openness and an ability to integrate knowledge and feelings



Certificate IV in Doula Support Services

HOW WILL YOU LEARN?

The Institute of Skills and Training (ISTA), a Registered Training Organisation [RTO 0381] and the Australian Doula College have a third party agreement to deliver the Cert IV in Doula Support Services (11123NAT).

The core units of competency are completed entirely via the online learning platform and can be accessed electronically. The enterprise units are offered to students with three delivery options.

Some units of competency require assessments to take place in a simulated work setting and/or in person.

ISTA WILL PROVIDE THE FOLLOWING

- Access to the interactive online learning platform
- Phone, text and email one-on-one student support

RECOGNITION OF PRIOR LEARNING (RPL)

RPL is an assessment process that involves determination of an individual's relevant prior learning (including formal, informal and non-formal) to determine the outcome of an individual application for credit toward a particular module. We will work with students to identify any relevant existing skills and knowledge they may have to determine their eligibility for recognition for any components of the qualification which may save time and avoid unnecessary duplication of training. Please contact ISTA for further information on RPL.

FOR FURTHER INFORMATION REGARDING RPL

Email: info@skillsandtraining.com.au

Website: www.skillsandtraining.com.au



Your Investment

The full Certificate IV in Doula Support Services training investment:

- **\$7500**

Statement of Attainment investment options:

- Correspondence / **\$3490**
- Virtual training / **\$3790**
- Face to Face with 7 face-to-face training days / **\$3990**

You may choose to pay in full, pay an administration fee of \$800 for Statement of Attainment/ \$1000 Cert IV to secure your place in the class and pay the remainder 1 month before class or to go on a payment plan of 16 x weekly instalments for the Statement of Attainment or 20 x weekly instalments for the full Cert IV.

Payment plans commence on the Thursday two weeks prior to your intake date. Please note an additional \$150 plan administration fee is charged for all payment plans and must be paid with enrolment (which amounts to \$950 SOA/ \$1150 Cert IV in total). If you decide to pay in full after being set up on a payment plan, the \$150 fee is not refundable or transferable to the full fee payment.

Additionally there are three required reading texts students need to purchase:

1. Ina May's Guide to Childbirth - by Ina May Gaskin
2. The Doula Book – by Klaus Kennel & Klaus
3. Birth – by Catherine Price and Sandra Robinson

Please let us know if you are pregnant or have additional needs before enrolling, attending class or while studying. We can then do our best to accommodate needs, as well as provide additional information for those who are pregnant regarding a study module and the student experiences.

All course payments and administration fees are non-refundable, however, you may transfer. Please see the refund and transfer policy on pg 25.

The course was so much more in depth than I expected and I loved every aspect of it. I have learnt so much about myself and about being a Doula. I loved that the class size was small and intimate. I felt comfortable at voicing my opinions no matter what the subject was, knowing I wouldn't be judged, laughed at or made to feel my opinion didn't matter. I loved our discussions during class and always looked forward to coming to class.

-Allison Azzopardi



ADC Student Community

At the Australian Doula College we strongly believe in the importance of ongoing support and education for those working in the doula space.

We hold regular informative Masterclass webinars and invite all students to attend to increase their working knowledge. We also have a well-stocked resource centre to assist with your studies.

It is equally as important for people and their families to know their doula is updating their skills regularly and is a part of a trusted and supportive community. Being an ADC Community member is a great way to remain supported and mentored while you are working as a doula.

As a current student you can join the Student Community for \$50. Once you graduate, you can purchase Community Membership for \$110 which includes additional benefits.

Community Benefits for Students:

- ADC Masterclasses for free and the ability to stream the recordings with attendance certificates for professional development
- Resource Centre - access to our 'members only' resource centre with monthly updates
- Online Community Group - a private Facebook community to connect with each other
- Use of the ADC Member Badge
- Doula Heart Network Program - you can do a DHN job as a student birth experience
- Events and Social Media invitations to promote the work of doulas, the College and yourself.
- Early bird access and special offers for events, retreats and discounts in the shop.
- Affiliations and Partnerships, such as access to affiliated insurance.



End of Life Doula Training

(non accredited)

With the Australian Doula College, you have an opportunity to train in many areas where Doula support and education is needed and wanted.

Our End Of Life (EOL) Doula training takes you on a journey of exploration. You will be given the space to look into and examine your own thoughts and feelings around death and dying whilst gaining the necessary and relevant information to assist those at the end of their life and/or their loved ones. It's important to understand the law in this space and to gain the confidence you need to help your client/s find their voices and plan their end of life, their way.

Our EOL Doula training is entirely online and you will have 9 months to complete the course. There is a great deal of video content, articles, stories and resources and you are supported by a dedicated EOL educator. The College also offers student support and learning for those who join the ADC Student Community and graduates in the Membership programme can have their bio displayed on our Doula Directory.

Being a Doula is an opportunity to assist others through any one of life's many transitions. This End Of Life Doula Training will give you an opportunity to successfully support people at a deep level while you learn a little more about yourself in the process.

Student Experience

If you have had a lived experience with the passing of a family member or close friend, you may not be required to complete a student experience. If you have not, you have the opportunity to do a student experience of creating an Advanced Care Plan, volunteering in palliative care or end of life support.



ALREADY AN ADC BIRTH AND POSTPARTUM DOULA?

This great course can be undertaken as a Masterclass and can be completed within 3 months. The Masterclass option is only open to graduated students of the ADC.



Course Overview

module one

The Essence of being a Doula.
Understanding Human rights, What is an EOLD, Transferring your Skills, Natural Therapies, Holding Space, Creating Meaning and Legacy.

module two

The Australian Landscape At End Of Life.
What is death Literacy, Advanced care Planning, What Does End of Life Look Like and Where, Organ Donation, Voluntary Assisted Dying, Modern medicine, What does active dying look like? Dying with Dementia, Vigils and Rituals at End of Life, Sudden and unexpected death, Law at End of Life.

module three

Empathy and Compassion
The Compassionate Charter, Compassionate Communities

module four

Self Awareness and Care.
Fears of the Doula, Fears of the Dying, Transitions, Self Care

module five

Experience on the front line.
Elizabeth Kubler- Ross, Stories, Death letter Project Stories from the front line.

module six

After Death Care.
After Death Body Care, Funeral Services, Burial & Cremation Options, What is Loss, Grief and Bereavement, Care for the Living.

module seven

Your EOL Business.
Resources, Insurance, Self care, Setting up your Business.
Your student experience: if you haven't had a hands-on EOL experience, you are required to have one as an ADC Student.
Membership and Continued Support.

Course Investment

Investment for our EOL Doula training course is **\$2651** (\$2410 +gst)

This includes all your course content (additional required reading texts not included).

You may choose to pay in full, pay an administration fee of \$800 to secure your place in the class and pay the remainder 1 month prior to the intake commencement or to go on a payment plan of 8 x weekly instalments.

Payment plans commence on the Thursday one month prior to your class start date. Please note an additional \$150 plan administration fee is charged for all payment plans and must be paid with enrolment (which amounts to \$950 in total). If you decide to pay in full after being set up on a payment plan, the \$150 fee is not refundable or transferable to the full fee payment.

Please let us know if you are pregnant or have additional needs before enrolling or while studying. We can then do our best to accommodate needs, as well as supply you with additional information for those who are pregnant regarding a study module and the student experiences.

All course payments and administration fees are non-refundable, however, you may transfer. Please see the refund and transfer policy on pg 25.

The required reading texts for your training are:

- "Caring for the Dying" By Henry Fersko-Weiss
- "Finding Meaning: The Sixth Stage of Grief" By David Kessler
- "The Needs of the Dying" by David Kessler

"The course was truly informative, well laid out and established, and mind-opening, and made me very aware of so much that I had not previously considered, known of, and thought about. The modules evolved in such a way to assist me in laying a solid foundation for what I had to learn about regarding my own self discovery, the role of a doula, legislation and law, culture, history, resources, and so much more. Such a wealth of knowledge and information is contained within."

- Elisha LÉstrange



Ongoing Support for all students and graduates

At the Australian Doula College we strongly believe in the importance of ongoing support and education for those working in the doula space.

We hold regular informative Masterclass webinars and invite all students to attend to increase their working knowledge. We also have a well-stocked resource centre to assist with your studies.

It is equally as important for people and their families to know their doula is updating their skills regularly and is a part of a trusted and supportive community. Being an ADC Community member is a great way to remain supported and mentored while you are working as a doula.

As a current student you can join the Student Community for \$50. Once you graduate, you can purchase Community Membership for \$110 which includes additional benefits.

Community Benefits for Students:

- ADC Masterclasses for free and the ability to stream the recordings with attendance certificates for professional development
- Resource Centre - access to our 'members only' resource centre with monthly updates
- Online Community Group - a private Facebook community to connect with each other
- Use of the ADC Member Badge
- Doula Heart Network Program - you can do a DHN job as a student experience
- Events and Social Media invitations to promote the work of doulas, the College and yourself.
- Early bird access and special offers for events, retreats and discounts in the shop.
- Affiliations and Partnerships, such as access to affiliated insurance.



Scholarships

The Australian Doula College is proud to offer three scholarships annually for anyone who has a passion for doula work but are unable to afford full tuition for our Birth and Postnatal or End of Life Doula training.

The full scholarships, valued up to \$3,990 each are in honour of three inspiring, trailblazing women that touched the heart of our founder Renee Adair.

Applications for our scholarships are open each year from 1st -30th September.

Early and late applications will not be accepted.

Applicants will be informed of the outcomes in early December for classes in 2024. A \$250 admin fee is required from the winners

Applications are reviewed by the ADC Director, the ADC team and advisors and all decisions are final.

To apply for a scholarship please visit the About Us page on our website between the dates above.

www.australiandoulacollege.com.au

Elaine L awurrpa Maypilama
Annual Scholarship



Sarah Buck
Annual Scholarship



Marie Burrows
Annual Scholarship



Our Charity Arm

Doula Heart Network

Running alongside the ADC is our goodwill arm, the Doula Heart Network (DHN) which supports and serves underprivileged, marginalised and/or disadvantaged women, families and individuals.

Since its inception in 2004, the DHN has provided goods, care, respect and support to over 500 women and children. The DHN was created after the College founder and director, Renee Adair had worked in a young women's refuge, part of the Australian Red Cross, for over three years.



The DHN believes that no-one should ever birth or die alone, and no-one should ever be judged or receive any less care because of their race, colour, religion, age or personal situation.

Not only do we provide support, information and education during many of lifes transitions but we also offer a variety of other services, including but not limited to:

- Transport
- Attending appointments
- Supplying practical goods like baby clothes, bedding, furnitre and kitchen ware
- Extended family support during times of need
- Food parcels
- Community referrals
- Brokerage for items like getting a birth certificate issued and needed medications

The DHN encourages the words of love and non-judgment for anyone seeking and needing support at the first or last breath and any transition in-between

ADC Community members can volunteer with the DHN and Student Community members can attend DHN jobs for their student experiences.

The Groundwork Program

The Groundwork Program (GWP) is a family focused support service working with a variety of families with varying, often complex needs. The ADC's unique in-home education and support is tailored to provide a solid foundation for our clients in whatever situation they find themselves in.

The purpose of the programme is to ensure mothers, families and individuals receive the personalised services they require to achieve what is most important to them, given their circumstances.



The GWP was born out of a decade of fee-free services offered via the Doula Heart Network. At the start of 2016 a Family and Community Services Manger saw the value in Doula support and wanted long-term, ongoing support from us as a provider and for it to be paid. The rest is history.

We predominately offer, however are not limited to: support and education during pregnancy, birth, and in the postpartum period. When working for the Groundwork Programme our Doulas are operating their own business and come on board as a contractor for the ADC.

The GWP is a fee-for-service provider who works with child protection agencies and those who are self / plan managed NDIS participants among others.

Doulas who are Community members can apply to join the GWP upon graduation and help support families in need.

“I want to thank you for all your hard work you and your team have put into the two families I have referred. The notes provided have been invaluable and assisted in measuring future needs. Without your service we are unsure where this family would be today”

S.G – Child Protection Caseworker Parramatta



Projects and Collaborations



Media

Doulas are filling the gap where postnatal care is lacking during the 'fourth trimester.' Wiriya Sati spoke with Renee Adair, new mothers and doulas about the important role of support in the post natal period. [Go >](#)

The VBAC is Back, article by Jodie Thomson from "The Child." [Read >](#)

What does a Doula do? ABC Radio interviewer Sarah McDonald talking to Renee Adair and Laura Penning about a Doula's role. [listen here >](#)

What is an EOL Doula?
Rev. Crews is joined by Renee Adair, learn all there is to know about the End of Life Doula profession. [Listen >](#)

Inside the World of Human Placentophagia, article by Jackie Dent for The Sydney Morning Herald's "Daily Life" featuring Renee Adair, Dr Andrew Bisits and others. [Read >](#)

6 ways to reduce perineal tearing during birth, by Joanna Bounds for "Kidspot NZ." Renee Adair and the Australian College of Midwives talk about ways to reduce tearing. [read here >](#)

Birth as a Rite of Passage, Birth Doulas and Remembering Who We Are, Renee Adair's recent interview for Reconnected. Me Podcast with Lucy Lichtenstein. [link to interview >](#)



General Information

ADC Code of Ethics

AUSTRALIAN DOULA COLLEGE DOULAS PRACTICE UNDER THE FOLLOWING CODE OF ETHICS:

At the ADC we believe we have a duty of care to our clients, our students and members. With this in mind, we ask that all of our doulas follow our Code of Conduct and Ethics. This ensures a professional service at all times and supports the welfare and care of our doulas and our clients.

1. Doulas are accountable for their own practice and behaviour in whatever environment they are working in.
2. Doulas offer non-biased information and support and do not give advice. Their support and knowledge allow the client to make their own informed decisions and then the doula supports those decisions without prejudice or judgement.
3. Doulas understand the limitations to their services and refer on to other appropriate health professionals and resources.
4. Doulas may never knowingly support or participate in a medically unassisted home birth
5. Doulas may never knowingly participate in physician-assisted suicide, euthanasia practices or any form of intentional ending of life or burial outside of the law in their State or Territory
6. Trainee doulas must not charge a fee or falsely advertise their services.
7. Doulas never perform clinical or medical tasks, diagnose medical conditions or give medical advice, even if trained as a health professional prior to becoming a doula.
8. Doulas will accurately represent their level of education and experience and must not mislead other doulas, clients or other professionals (i.e. websites, leaflets, emails, interviews, etc.) as to their level of education and experience.
9. Doulas will always practice with a client/doula agreement and are required to keep records for all jobs.
10. Doulas uphold confidentiality between all clients, students and educators of the ADC according to the Australian Privacy Act.
11. Doulas who work under the umbrella of the Australian Doula College uphold our integrity and respect all clients, their families and other health professionals.
12. Doulas must all be trained in first aid and CPR and hold current certificates.
13. Qualified doulas must have current public liability insurance.
14. Doulas must have a current working with children or police check.



Computer and Technology Requirements

You will access your learning materials through the CANVAS Student Online Learning System. In order to complete your studies you will require the following:

- a computer, laptop, tablet or mobile device (note: phones can have glitches on online learning platforms and it is recommended you use a desktop or laptop)
- reliable internet connection
- phone, webcam or built in camera for webinars and Zoom Hubs
- Google Chrome is recommended rather than Safari
- Microsoft Office or equivalent for Word (Excel and Powerpoint may also be utilised)
- Adobe PDF or equivalent
- Zoom. Free download is available <https://zoom.us/signup>
- enough space on your device or an external hard-drive to save your assignments and research papers as well as your modules for future reference once complete
- some students may be required to upload photographs or video so access to a mobile device or camera with video will be required a mobile phone with voicemail capabilities for when you are on-call for your experiences

Refund and Transfer Policy

In order to secure your place in a class, full payment is required. If you opt to pay via the payment plan, an additional \$150 plan administration fee is charged at the time of enrolment. If you decide to pay in full after being set up on a payment plan, the \$150 fee is not transferable to the full fee payment or refundable

Should you not be able to make your class, please notify us in writing prior to one calendar month before class commencement. Your payment is able to be transferred, once, to a class beginning within 12 months of of the original payment. No further transfers will be possible.

No changes can be made within 14 days of classes commencing.

All course administration fees, payments and payment plan instalments are non-refundable and once the training has begun, you are responsible for full payment of all course fees.

If you need to defer your studies at any time during your course, you may do so for up to 3 months if your request is made in writing.

During your course, should you require a one month extension, this must be received in writing prior to course completion.

Please let us know if you are pregnant before enrolling or attending class, or during your course, as you will require additional information regarding one module and your student experience/s. If you have any questions, please reach out before enrolling.



Contact us

Australian Doula College

Tel: (02) 9518 0841

admin@australiandoulacollege.com.au

Level 1, 61-65 Shepherd Street,
Marrickville, NSW, 2204

www.australiandoulacollege.com.au

Australian
Doula College
HONOURING LIFE'S TRANSITIONS

