

Pathways to the ACCM from 2017

(This is for the education component of the ACCM application only, applicants must still address the Experience and Activities components as stipulated in the application.)

Incorporating:

1. **MANDATORY Component of formal education, PLUS**
2. **Choice of three (3) ELECTIVE OPTIONS requiring accrual of 200 CPD points applied to formal education and / or non- accredited professional development activities.**

MANDATORY component

Either **CORE ONE**

1) **Completion of Eight (8) NATIONALLY ACCREDITED units through the AIM Business School**

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|---|---|
| 1. BSBMGT605 – Provide Leadership across the Organisation | 5. BSBFIM601 - Manage Finances |
| 2. BSBMKG609 – Develop a Marketing Plan | 6. BSBMGT616 – Develop & Implement Strategic Plans |
| 3. Board Governance, Secretary Managers (NSW Only) | 7. BSBWHS605 – Develop, Implement & Maintain WHS Management Systems |
| 4. BSBCOM603 – Plan & Establish Compliance Management Systems | 8. BSBHRM602 – Manage Human Resources Strategic Planning |

Plus select one of the three **ELECTIVE OPTIONS** below:

Elective Option 1: (30 CPD pts / unit)

You want your ACCM units to be nationally and formally recognised hospitality industry units of study.

(7 units x 30pts = 210 CPD pts)

Plus seven (7) units from the following list of electives:*

SITXFIN402 - Manage finances within a budget
SITXCOM401 - Manage Conflict
HLTFA301B - Apply First Aid
BSBINN601B - Manage Organisational Change
SITXHRM503 - Monitor Staff Performance
SITXFIN601 - Manage Physical Assets
BSBWHS401 - Implement & Monitor WHS Policies, Procedure & Programs to meet Legislative Requirements

*Complete these units by course work or RPL for Statement of Attainment with a Registered Training Organisation (RTO). CMDA reserves the right to change this course listing periodically due to commercial or regulatory requirements

Elective Option 2: (30 CPD pts / unit)

Acknowledgement of equivalent nationally recognised qualifications for your ACCM application.

(7 events x 30pts = 210 CPD pts)

Plus Seven (7) elective events from the list below.

1. Board Governance & the Secretary Manager course
2. CMDA Effective Operations Manager course
3. CSA Governance course (max1)
4. GMDC course
5. Mandatory Managers or Directors course (OLGR NSW)
6. Duty Manager Program
7. Affiliate Program
8. Cert IV or above accredited WHS course from an RTO
9. RMLV course (QLD Only)
10. Any CMDA delivered Summit
11. CMAA Conferences
12. Westpac Davidson Institute short courses
13. Australian Institute of Management (AIM) short courses (Non-Accredited)

Elective Option 3: (20 CPD pts / unit or 140 CPD pts for full Certificate)

You can also mix and match accredited (30 pt) courses using Option 1 & 2 unit requirements as guidelines. **(Total of events attended must be 200 CPD pts).**

Plus 6 CMAA Certificate in Gaming Service Excellence (BullsEye)'approved' courses. Each course is the equivalent of 20 pts and can be added to any points achieved in options 1 & 2.

1. Build a Service Blueprint for Exceptional Customer Experience
2. Delivering Front Line Service Quality
3. Find and Fix Service Quality Gaps
4. How to Innovate Using the Voice of Customer
5. Profiting from Service Recovery
6. Understand & Apply Data for Customer Retention