

Suggestions for Mandatory Training

Before planning your orientation or mandatory training sessions, we recommend reviewing your current organisational and strategic plans, as well as relevant legislation and the Aged Care Quality Standards, to ascertain what your specific organisational needs are.

The courses below are often utilised by Altura Learning members for orientation sessions and mandatory training. Please follow the links to view the course code, description, learning outcomes and preview.

We've also listed several courses that you may wish to develop as an organisation, using our Bridge Authoring Tool to support you.

You may have also identified additional training needs in your organisation when completing the training needs analysis. Please review our [course library](#) for a full list of courses to assist you with developing a training plan.

Residential Care

Orientation and/or Mandatory Training

Topic Area	Course Name
Serious Incident Response Scheme and Elder Abuse	Abuse, Unexplained Absences & SIRS
Fire Safety ¹	Fire Safety: A Practical Approach
Workplace Bullying and Harassment	Workplace Conduct: Bullying and Harassment
Infection Control ²	Infection Control: An Overview
Safe Manual Handling ²	H&S: Supporting People to Move
Health and Safety	H&S: Risk Management
Preventing Workplace Injury	WHS: Preventing Musculoskeletal Injury at Work
Food Safety	A Guide to Safe Food Handling
Dementia	Dementia: An Introduction
Aged Care Quality Standards	Aged Care Quality Standards
Code of Conduct for Aged Care	Coming in 2023
Restrictive Practices and Behaviour Support Plans	Restrictive Practices and Restraints

¹This should include a practical demonstration of fire equipment and an evacuation exercise

² Include a practical assessment

Additional key courses you might like to utilise:

Topic Area	Course Name
Person-Centred Care	Individual Choice and Decision-Making Dignity of Risk Spirituality: Understanding Individual Needs
Cultural Safety	Culturally Inclusive Care Caring for Veterans with PTSD & Dementia Care Leavers in Aged Care Caring for Indigenous Australians
Diversity	LBGTI: Inclusion and Awareness
Clinical Deterioration	Recognising Changes in a Resident's Condition Assessing Changes in a Resident's Condition (Coming in 2023)
Wound Care	Wound Care: Skin Tear Tissue Viability: Pressure Injuries
Oral Hygiene	Oral Health: Caring for Natural Teeth and Dentures
Falls Management	Falls: Balancing Risk How to Respond to a Fall (Coming in 2023)
Dementia and Changes in Behaviours	Dementia: Engaging the Person in Meaningful Activities Dementia: Supporting Sleep BPSD: Responding to Behavioural Symptoms of Dementia (Being replaced in 2023) Dementia, Depression and Delirium (Coming in 2023)
Palliative Care	End of Life Care: Symptom Management End of Life Care: Bereavement
Teamwork and Communication	Teamwork: Communication Teamwork: Resolving Conflict Teamwork: Time Management Communication: Supporting Individuals
Documentation	Documenting in a Care Environment Documentation: Care Planning (Coming in 2023)
Outbreak Management	Outbreak Management
Duty of Care	Duty of Care: Your Responsibilities
Aged Care Funding	The AN-ACC Funding Model

Other courses you might like to develop:

- Overview of your organisation, including the payroll system, code of conduct, history, mission, vision and values
- Overview of your documentation and incident management systems