

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.

Home Care

Orientation and/or Mandatory Training

Topic Area	Course Name
Elder Abuse	Recognising and Responding to Abuse (Update coming in 2022 – Date TBD)
Fire Safety	Fire Safety in the Home
Workplace Bullying and Harassment	Bullying and Harassment in the Workplace
Infection Control ¹	Infection Control: An Introduction
Safe Manual Handling ¹	H&S: Supporting People to Move
Health and Safety	Risk Assessment in the Home Lone Working & Personal Safety
Preventing Workplace Staff Injuries	H&S: Musculoskeletal Health
Food Safety	Safe Food Handling in the Home
Dementia	Understanding the Condition: Dementia
Aged Care Quality Standards	Aged Care Quality Standards
Professional Roles and Boundaries	Maintaining Professional Roles and Boundaries

¹Include a practical assessment

Additional key courses you might like to utilise:

Topic Area	Course Name
Person-Centred Care	Dignity and Respect Consumer Directed Care Promoting Equality, Diversity & Inclusion
Cultural Safety	Culturally Inclusive Support Care Leavers in Aged Care Caring for Indigenous Australians
Diversity	LGBTIQ+: Inclusive Support in the Home (Coming in September 2022)
Wound Care	Wound Care: An Overview
Oral Hygiene	Activities of Daily Living: Oral Hygiene
Falls Management	Falls: Minimising the Risk
Dementia and Changed Behaviours	Dementia: Understanding Behaviours Dementia: How to Respond to Behaviours
Palliative Care	Palliative Care: End of Life Care ELDAC
Teamwork and Communication	Teamwork: Communication Teamwork: Resolving Conflict Teamwork: Time Management Communication: Supporting Individuals
Documentation	Documenting in a Home Care Setting

Other courses you might like to develop:

- [Charter of Aged Care Rights](#)
- Overview of your organisation, including the payroll system, code of conduct, history, mission, vision and values
- Overview of the documentation system