

## 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	<a href="#">Abuse, Unexplained Absences &amp; SIRS</a>
Fire Safety <sup>1</sup>	<a href="#">Fire Safety: A Practical Approach</a>
Workplace Bullying and Harassment	<a href="#">Workplace Conduct: Bullying and Harassment</a>
Infection Control <sup>2</sup>	<a href="#">Infection Control: An Overview</a>
Safe Manual Handling <sup>2</sup>	<a href="#">H&amp;S: Supporting People to Move</a>
Health and Safety	<a href="#">H&amp;S: Risk Management</a>
Preventing Workplace Injury	<a href="#">WHS: Preventing Musculoskeletal Injury at Work</a>
Food Safety	<a href="#">A Guide to Safe Food Handling</a>
Dementia	<a href="#">Dementia: An Introduction</a>
Aged Care Quality Standards	<a href="#">Aged Care Quality Standards</a>
Restrictive Practices	<a href="#">Restrictive Practices and Restraints</a>

<sup>1</sup>This should include a practical demonstration of fire equipment and an evacuation exercise

<sup>2</sup> Include a practical assessment

### Additional key courses you might like to utilise:

Topic Area	Course Name
Person-Centred Care	<a href="#">Individual Choice and Decision-Making</a> <a href="#">Dignity of Risk</a> <a href="#">Spirituality: Understanding Individual Needs</a> (Coming in March 2022)
Cultural Safety	<a href="#">Culturally Inclusive Care</a> <a href="#">Caring for Veterans with PTSD &amp; Dementia</a> <a href="#">Care Leavers in Aged Care</a> <a href="#">Caring for Indigenous Australians</a>
Diversity	<a href="#">LBGTI: Inclusion and Awareness</a>
Wound Care	<a href="#">Wound Care: Skin Tear</a> <a href="#">Tissue Viability: Pressure Injuries</a>
Oral Hygiene	<a href="#">Oral Health: Caring for Natural Teeth and Dentures</a>
Falls Management	<a href="#">Falls: Balancing Risk</a>
Dementia and Changed Behaviours	<a href="#">Dementia: Engaging the Person in Meaningful Activities</a> <a href="#">Dementia: Supporting Sleep</a> <a href="#">BPSD: Responding to Behavioural Symptoms of Dementia</a> (Being replaced in 2022) <a href="#">Dementia, Depression and Delirium</a> (Coming in Nov 2022)
Palliative Care	<a href="#">End of Life Care: Symptom Management</a> <a href="#">End of Life Care: Bereavement</a>
Teamwork and Communication	<a href="#">Teamwork: Communication</a> <a href="#">Teamwork: Resolving Conflict</a> <a href="#">Teamwork: Time Management</a> <a href="#">Communication: Supporting Individuals</a>
Documentation	<a href="#">Documenting in a Care Environment</a>
Outbreak Management	<a href="#">Outbreak Management</a> (Coming in Feb 2022)
Duty of Care	<a href="#">Duty of Care: Your Responsibilities</a> (Coming in April 2022)
Aged Care Funding	<a href="#">The AN-ACC Funding Model</a> (Coming in 2022 – Date TBD)

### 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