



Education seminars

Organisation-direct seminars

Organisation-direct seminars offer you the convenience of having a seminar delivered at your nominated facility. Choose from five interactive seminar topics that provide staff with the skills and knowledge to improve the quality of care for residents.

What are the advantages of having a seminar delivered direct to your organisation?

Substantial savings*

You can save over \$115 per participant on the seminar training fee (based on a maximum of 20 participants).

Convenience

Participants can learn at their usual workplace saving travel and accommodation costs.

Flexibility

We can work with you to schedule a training date that suits you.

Team building

Staff attending the same session can build relationships, promote a shared understanding and foster team spirit.

Relevance

We can focus on your organisation's specific issues and challenges.



Aged Care
Standards and Accreditation Agency Ltd



Testimonials

"In-house direct seminars are more than convenient. Relevant information direct to our organisation, without a doubt, provides invaluable lessons not otherwise achieved."

Waldreas Village

"The evaluations on the seminar on Managing Risk presented to Lend Lease Primelife Aged Care Facility Managers demonstrated an extremely high level of satisfaction in the content and effectiveness of the delivery. The session succeeded in highlighting methods to identify potential areas of risk and strategies for managing those risks in line with the Aged Care Accreditation Standards."

Lend Lease Primelife

"The organisation-direct method of training was an excellent way for the staff at Garrawarra Centre to participate in an interactive workshop and gain knowledge, skills & information which will benefit care delivery."
Garrawarra Centre, South Eastern Sydney and Illawarra Area Health Service.

What seminar topics are available to your organisation?

Making Support Contacts work for you

Find out how to plan for announced support contacts and prepare for unannounced support contacts.

This seminar will provide participants with an understanding of:

- the purpose, focus and process of support contacts
- the essential roles of key people in the assessment process
- how assessment modules are applied and may assist you with monitoring and analysing performance
- the relationship between promoting high quality care and demonstrating compliance with the Accreditation Standards.

The seminar will help you to:

- identify how to effectively plan for an announced support contact and prepare for an unannounced support contact
- prepare, educate and support staff for support contacts
- effectively work with aged care quality assessors during support contacts
- demonstrate compliance with the Accreditation Standards.

Ideal for:

- senior managers / group managers / site managers
- directors of nursing / directors of care / village managers
- quality managers / coordinators
- registered nurses.



Achieving compliance with 1.8 Information systems

Find out how to develop and maintain effective information systems that will facilitate the improvement and maintenance of high quality focused care.

The seminar will provide participants with an understanding of:

- the relevance and importance of having and using effective information systems
- the essential components of effective information systems
- demonstrating compliance with 1.8 Information systems
- how information systems contribute to strategic and operational planning and decision making
- how to critically analyse existing information systems to identify gaps
- how to develop strategies to successfully implement changes to existing or new information systems.

The seminar will help you to:

- measure and monitor your compliance with 1.8 Information systems
- implement and maintain effective and sustainable information systems
- achieve positive results for residents, relatives and staff.

Ideal for:

- senior managers / group managers / site managers
- director of nursings / directors of care / village managers
- quality managers.



Other seminar topics available

Managing risk to avoid non-compliance

Find out how to adopt a risk management approach to avoid non-compliance. This seminar uses practical examples to assist providers with risk identification, analysis, management and planning.

The seminar will provide participants with an understanding of:

- the key risk indicators that are often associated with non-compliant homes and how they can be managed
- the top 10 non-compliant expected outcomes, the possible causes for non-compliance and how these can be avoided
- structures and processes to assist participants develop an integrated approach to identifying risks that may impact resident care.

This seminar will help you to:

- demonstrate an understanding of the risk management process in aged care
- identify risks and treatment options associated with non-compliance with the Accreditation Standards
- acquire skills and strategies for prioritising and controlling risk in your home.

Ideal for:

- directors of nursing / senior managers
- registered nurses / care supervisors
- quality coordinators / educators.

Evidence-based practice

Find out how to implement a planned approach to evidence-based practice that will result in measurable improvements for residents, staff and the organisation.

The seminar will provide participants with an understanding of:

- evidence-based practice
- best available evidence and how to find it
- clinical guidelines and how they are developed
- critical appraisal of clinical guidelines
- application, contextualisation and implementation of clinical guidelines
- clinical audits
- how a clinical audit can measure current practice and then be used as a tool to improve practice.

This seminar will help you to:

- locate evidence
- appraise clinical practice guidelines
- contextualise and implement a clinical practice guideline
- clinically audit current practice
- develop strategies for practice improvement.

Ideal for:

- directors of nursing / senior managers
- registered nurses / care supervisors.

Continuous improvement

Find out how to implement continuous improvement processes that will benefit residents, staff and the organisation.

The seminar will provide participants with an understanding of:

- an approach to achieving sustainable gains through linking the strategic direction of the organisation to continuous improvement
- structures and processes for developing a continuous improvement system that will achieve the best outcomes for residents
- selecting the right tools and approaches for monitoring, evaluation, management of risk, innovation and sustainable improvement in key priority areas
- techniques for tracking, evaluating and reporting on achievements to demonstrate tangible improvements in resident care.

This seminar will help you to:

- understand the relationship between continuous improvement and strategic planning
- define objectives and outcomes
- maintain a resident focus in your continuous improvement plan
- involve key stakeholders in your continuous improvement activities
- monitor and evaluate your continuous improvement activities.

Ideal for:

- directors of nursing / senior managers
- registered nurses / care supervisors
- quality coordinators / educators.

What is the cost?

- A seminar fee of \$1,580 inc GST for a minimum of 15 and up to a maximum of 20 participants. Additional travel expenses for our facilitators apply for outside metropolitan areas.

What is included in the fee?

- A highly skilled facilitator who can share their experiences.
- Seminar training resources for each participant.
- Statement of attendance for each participant.

What does the hosting organisation provide?

- The venue (one desk for the facilitator. Desks for participants are to be set-up as cabaret 'open round table' format). We recommend no more than four participants per table to allow for comfort, due to the amount of learning resources participants will need to spread out around them.
- Catering - morning and afternoon tea, lunch, water and mints.
- Training resources – large whiteboard, flip chart, data projector and screen, a television and DVD player or appropriate equipment to screen a DVD.
- Staff (not seminar participants) to manage catering arrangements including clean-up, replenishment of water etc and tidy the room during breaks.

Education seminar

Organisation-direct

Expression of interest

Please complete this form and fax to:

Aged Care Standards and Accreditation Agency Ltd

Attention: Industry Education Coordinator

(02) 9687-0412 or

scan and email the form to: courses@accreditation.org.au

Organisation name:	
RACS ID:	
Contact name and title:	
Organisation address:	
Telephone number:	
Fax number:	
Email address:	

Please tick to indicate the seminar(s) you would like delivered for your organisation:

- Making Support Contacts work for you Achieving compliance with 1.8 Information systems Managing risk to avoid non-compliance Evidence-based practice Continuous improvement

Preferred month(s) for training:		
Address of the training venue:		
Number of participants:		
Do you have a training room available at your nominated venue? <input type="checkbox"/> Yes <input type="checkbox"/> No	Do you have a audio/visual equipment available at your nominated venue? (screen, data-projector, whiteboard and flipchart) <input type="checkbox"/> Yes <input type="checkbox"/> No	Are you able to provide catering for seminar attendees (arrival tea, morning and afternoon tea and a working style lunch) at your nominated venue? <input type="checkbox"/> Yes <input type="checkbox"/> No

Any costs incurred by the Aged Care Standards and Accreditation Agency Ltd for organising and supplying any of these items for your training will be added to your organisation-direct seminar training fee.

