

**PROFESSIONAL  
DEVELOPMENT**

**eLearning  
Courses**

**REGISTER YOUR INTEREST  
IN 3 EASY STEPS**



**COMPLETE YOUR DETAILS**  
EXPRESS YOUR INTEREST - NO OBLIGATION



**SELECT YOUR PACKAGE**  
& CHOICE OF eLEARNING COURSES



**RETURN YOUR FORM**  
REGISTRATION COMPLETE!

**YOUR FORM  
IS ON  
PAGE 10**



**LASA**

**LEADING AGE SERVICES  
AUSTRALIA**

*The voice of aged care*



**REGISTER  
YOUR  
INTEREST  
TODAY!**



## PROFESSIONAL DEVELOPMENT RANGE OF eLEARNING COURSES

### EXTENSIVE LIBRARY OF COURSES

You have been asking for them and the **great news** is we **now** have an extensive library of eLearning Professional Development (PD) courses available.

All eLearning courses have been developed by qualified professionals with substantial experience in their particular field of expertise in the **Care Sector**.

The progress and outcome for each participant is recorded as they proceed. This is very **useful** to use as a form of **evidence** to help substantiate PD currency or duty of care training considerations.

### ONLINE AND INTERACTIVE

The courses are conveniently accessible via an online and interactive delivery method. Participants can use a PC, Tablet or other internet enabled device. Many courses also include informative videos.

### SELF PACED CONVENIENCE

Self-paced flexibility and convenience is a very popular feature.

Individuals can progress through their course/s at a pace, location and time best suited to their busy personal and work schedule - 24/7 worldwide!

### DEPARTMENT ACCOUNT - OPTION

Having a Department Account can greatly reduce the time spent monitoring and tracking the progress of each learner/employee.

Management can easily view the progress and result achieved for each person required to complete any number of eLearning courses.

### EASY TO ARRANGE

Everything is easy to arrange. The first step is to choose how many participants/users you want to allow access. Just one or 1000's - your choice!

You then select the range of different eLearning PD courses you want to use. We even have an option giving you access to all the courses.

Participants then have convenient access to the selected courses for an agreed period.

### VOLUME COST SAVINGS AVAILABLE

We understand your need for flexibility and cost efficiency. Attractive volume discounts are available. The more participants you have... the more you can save!

### LEARNER MANAGEMENT SYSTEM - LMS

All courses are integrated as part of our LMS platform. You also have the option to link the courses into your own compatible LMS. The choice is yours!

Our LMS platform provides your organisation with a range of features and options :-

- Ready access to selected eLearning courses.
- Enrolment & User Management system.
- Reporting & Performance Tracking.
- Automatic creation of - *Certificate of Completion*.
- Option to link courses into your own LMS.





## Access Vehicles Knowledge, Understanding & Equipment

### Overview

This eLearning course describes the skills and knowledge required to perform manual handling tasks and safety inspections including best practice for using ancillary equipment on a wheelchair accessible vehicle.

This eLearning course will also ensure participants are aware of how to assess and test ancillary equipment for damage and faults; manual handling tasks when using equipment and assisting passengers; and awareness and assessment when manoeuvring vehicles.



## Transport Frail Aged and those with Disability

### Overview

This eLearning course covers the skills and knowledge required to operate vehicles used for the transportation of frail aged passengers and people with disability.

All content in this course is in accordance with relevant state/territory road and traffic authority licence requirements and regulations.



## Manual Handling in Aged, Disability and Home Care

### Overview

Manual tasks at work encompass a wide range of physical activities. They are defined as anything that requires the use of force for lifting, lowering, pushing, pulling, carrying, holding or restraining any person, animal or item.

The manual handling of people, particularly assisting clients with daily activities such as personal care and mobility tasks, constitutes a large proportion of the manual handling activities performed by care workers. This eLearning course describes work practices for safe manual handling and effective hazard identification and risk assessment.





## Introduction to Disability

### Overview

This eLearning course acts as an introduction only and gives an overview of the various types of disability. There are many different kinds of disabilities.

This is an exciting part of a journey that will introduce participants to some of the opportunities and challenges of working in this growing sector.



## Abuse in Disability Services

### Overview

This eLearning course will introduce you to, or refresh your understanding of, abuse in disability services. Abuse is much more common than our society has traditionally admitted. It is often hidden and unreported.

This eLearning course will also alert you to the various forms of abuse in disability services. A clearer understanding of what abuse actually is will certainly reduce the risk of it happening in your workplace.



## Person Centred Care and Empowerment

### Overview

Our person centred care and empowerment eLearning course focuses on making sure a client is at the centre of all decisions and actions that relate to their life and their support.

The person requesting or requiring support is the driver, rather than the organisation providing the support.

Being person-centred assumes that an individual can determine the direction of their life based on their own strengths, abilities, networks and preferences to meet their goals at any stage in their life.





## Introduction to Ageing



### Overview

This eLearning course acts as an introduction to, and gives an overview of, the various aspects of the ageing process. There is more to understand than most people realise.

This is an exciting part of a journey that will introduce you to some of the opportunities and challenges of working in this growing and diverse sector.



## Elder Abuse and Mandatory Reporting

### Overview

This eLearning course will introduce you to, or refresh your understanding of, the abuse of older people. Elder abuse is much more common than our society has traditionally admitted. It is often hidden and unreported.

This eLearning course will also alert the participant to the mandatory reporting requirements in Aged Care, incorporating a knowledge of what constitutes Elder Abuse and what activity carries the requirement of mandatory reporting.



## Introduction to Dementia



### Overview

This eLearning course has been designed to provide you with an introduction to understanding what dementia actually is. It also covers the causes and effects of dementia and how it can affect people.

The number of people in Australia diagnosed with dementia continues to grow each year. The demand on the sector to care for individuals with dementia and the impact it has on everyone involved is also growing.





## End of Life Care

### Overview

Good end-of-life care is based on the understanding that death is inevitable and a natural part of life. The final stage in a person's life is a uniquely important time for the dying person, their family and close friends.

The goals of end-of-life care are many. The need to maintain the comfort, choices and quality of life of a person who is dying is important. Spiritual needs, family support and reducing inappropriate and burdensome healthcare interventions are additional considerations.



## Loss and Grief

### Overview

This eLearning course describes the skills and knowledge required to recognise and respond to the needs of people who are experiencing loss, grief and bereavement.

The physical and emotional impact on a person when someone they care about dies can be considerable. Correctly recognising and responding to a grieving individual can be challenging and is a common requirement you may encounter.



## Food Safety

### Overview

It is vital that a facility serving food has a robust food safety program.

This eLearning course is aimed at equipping staff with knowledge of systems, procedures and practices that will help them prepare and serve food that is not only delicious, but also safe from any hazards.

With food safety training, staff in facilities become aware of their food safety obligations and requirements.





## Infection Prevention and Control

### Overview

Infection control and prevention is an essential part of care and the responsibility of all staff providing care to older people and people with disability.

This eLearning course provides information on the key principles of infection prevention and control for the disability, residential aged care and community aged care services. It also includes information about effective hand hygiene, using spill kits and appropriate waste disposal.



## Introduction to Medication Assistance

### Overview

This eLearning course is designed for care workers who require the skills and knowledge to assist clients with medication. A wide range of topics are covered.

Topics include: Legislative Principles for Medication, Medication, Storing and Disposing of Medications, Self-Medication, Side Effects, Medication Errors, Reporting Requirements and Help.



## A Healthy You Understanding Self

### Overview

Caring for yourself is one of the most important and one of the most often forgotten things you can do as a caregiver. When your needs are taken care of, the person you care for will also benefit.

This eLearning course provides some useful tips, advice and guidelines to help you understand the importance of self-care, how it will benefit you personally and how achieving a 'healthier you' benefits the people you care for.





## Diversity and Culture in Healthcare



### Overview

This eLearning course describes the skills and knowledge required to work respectfully with people from diverse social backgrounds and cultural groups. This includes Aboriginal and/or Torres Strait Islander people.

Australia is a multi-cultural society. Having a better understanding and awareness of different social and cultural related considerations and expectations when caring for an individual is very important.



## Medical Terminology

### Overview

This eLearning course in medical/health terminology is important if you work in community services. A comprehensive variety of terminology is used daily.

Medical and health terminology is spoken and written in all documents, charts and reports. For this reason it is important to be able to say, spell and read medical terms. Understanding what they actually mean is also critical.



## Workplace Documentation



### Overview

There is a common saying in the care industry, "If it is not written down, it didn't happen". Correct documentation plays an important part in the care industry for many reasons.

Professional documentation is also an integral part of the care sector. It is a primary communication tool between health professionals and forms the basis for evidence of care. This documentation is also used for research, legal analysis and determining allocation of resources.





## Managing Behaviours of Concern



### Overview

This eLearning course describes the skills and knowledge required to monitor individuals, respond to behaviours of concern, deal with conflict and support the responsibility for behaviour management and change. This program has a practical component which will provide you the opportunity to further develop skills in de-escalation and physical disengagement practices.



## Understanding Behaviour



### Overview

No behaviour management strategy is universally effective. As a care worker, handling the emotional, physical and mental demands of clients can be challenging. Handling a range of emotional, physical and mental related demands can be made easier by taking the time to get to know how to deal with these issues in a calm and relaxed manner. This eLearning course covers a range of methods to help achieve this.



## Stress and Mental Health in the Workplace



### Overview

Mental health includes our emotional, psychological and social well-being. It affects how we think, feel and act. It also helps determine how we handle stress, relate to others and make choices. Topics include:- The scope of mental health, work related stress, managing stress, workplace support and communicating to reduce stress.



## Therapeutic Relationships and Professional Boundaries



### Overview

Professional boundaries define effective and appropriate interactions between the professional (care support worker) and the person accessing a service. Understanding and applying professional boundaries ensures professional standards are maintained and people are supported in a safe, respectful and dignified manner.





## EXPRESSION OF INTEREST

NO OBLIGATION



Email: [info@uctraining.com.au](mailto:info@uctraining.com.au) OR Fax to: 02 8580 5699  
or call 1300 697 545 for further information

### Contact Details

Provider/Employer Name: .....

Name & Role of Person to Contact: .....

Contact Phone: .....

Contact Email Address: .....

Estimated Number of Students/Users: .....

### Select PD Course Package

**Tick** - If interested in less than 5 courses

**Platinum** - all courses - 12 months

**Gold** - 15 courses - 12 months

**Silver** - 10 courses - 12 months

**Bronze** - 5 courses - 12 months

### Tick eLearning Courses - you are most interested in using!

- |  |  |
|--|--|
| <input type="checkbox"/> All Professional Development Courses            | <input type="checkbox"/> Introduction to Dementia                            |
| <input type="checkbox"/> Access Vehicles - Knowledge & Equipment Use     | <input type="checkbox"/> Introduction to Disability                          |
| <input type="checkbox"/> Transport Frail Aged and Those with Disability  | <input type="checkbox"/> Introduction to Medication Assistance               |
| <input type="checkbox"/> Manual Handling in Aged, Disability & Home Care | <input type="checkbox"/> Loss and Grief                                      |
| <input type="checkbox"/> A Healthy You - Understanding Self              | <input type="checkbox"/> Managing Behaviours of Concern                      |
| <input type="checkbox"/> Abuse in Disability Services                    | <input type="checkbox"/> Medical Terminology                                 |
| <input type="checkbox"/> Diversity and Culture in Healthcare             | <input type="checkbox"/> Person Centred Care & Empowerment                   |
| <input type="checkbox"/> Elder Abuse and Mandatory Reporting             | <input type="checkbox"/> Stress and Mental Health in The Workplace           |
| <input type="checkbox"/> End of Life Care                                | <input type="checkbox"/> Therapeutic Relationships & Professional Boundaries |
| <input type="checkbox"/> Food Safety                                     | <input type="checkbox"/> Understanding Behaviour                             |
| <input type="checkbox"/> Infection Prevention & Control                  | <input type="checkbox"/> Workplace Documentation                             |
| <input type="checkbox"/> Introduction to Ageing                          |  |



## PACKAGES PRICE LIST

For...

## eLearning PD Courses

| VOLUME DISCOUNT - MULTIPLE USERS             |  |
|--|--|
| PLATINUM - ACCESS TO ALL COURSES - 12 MONTHS |  |
| NUMBER OF STUDENTS/USERS                     | STANDARD RETAIL PRICE PER STUDENT/USER |
| 10 - 25                                      | \$225                                  |
| 26 - 50                                      | \$180                                  |
| 51 - 100                                     | \$144                                  |
| 101 - 250                                    | \$115                                  |
| 251 - 500                                    | \$92                                   |
| 501 - 1000                                   | \$74                                   |
| 1001 Plus                                    | Negotiable                             |

| VOLUME DISCOUNT - MULTIPLE USERS        |  |
|---|--|
| GOLD - ACCESS TO 15 COURSES - 12 MONTHS |  |
| NUMBER OF STUDENTS/USERS                | STANDARD RETAIL PRICE PER STUDENT/USER |
| 10 - 25                                 | \$195                                  |
| 26 - 50                                 | \$156                                  |
| 51 - 100                                | \$125                                  |
| 101 - 250                               | \$100                                  |
| 251 - 500                               | \$80                                   |
| 501 - 1000                              | \$64                                   |
| 1001 Plus                               | Negotiable                             |

| VOLUME DISCOUNT - MULTIPLE USERS          |  |
|---|--|
| SILVER - ACCESS TO 10 COURSES - 12 MONTHS |  |
| NUMBER OF STUDENTS/USERS                  | STANDARD RETAIL PRICE PER STUDENT/USER |
| 10 - 25                                   | \$165                                  |
| 26 - 50                                   | \$132                                  |
| 51 - 100                                  | \$106                                  |
| 101 - 250                                 | \$84                                   |
| 251 - 500                                 | \$68                                   |
| 501 - 1000                                | \$54                                   |
| 1001 Plus                                 | Negotiable                             |

| VOLUME DISCOUNT - MULTIPLE USERS         |  |
|--|--|
| BRONZE - ACCESS TO 5 COURSES - 12 MONTHS |  |
| NUMBER OF STUDENTS/USERS                 | STANDARD RETAIL PRICE PER STUDENT/USER |
| 10 - 25                                  | \$135                                  |
| 26 - 50                                  | \$108                                  |
| 51 - 100                                 | \$86                                   |
| 101 - 250                                | \$69                                   |
| 251 - 500                                | \$55                                   |
| 501 - 1000                               | \$44                                   |
| 1001 Plus                                | Negotiable                             |

*For fewer than 5 eLearning courses and/or less than 10 users please contact us to obtain a quote.*



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Fax: 02 8580 5699



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LEADING AGE SERVICES  
AUSTRALIA  
*The voice of aged care*

Powered by...

**UCT**

**UNIVERSAL  
CARE  
TRAINING**

EXPLASASC v2.1 - 08/18

The eLearning courses have been developed by Universal Care Training (UCT)  
UCT is an initiative of Acacia Group Pty Ltd  
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