

NORTHERN METROPOLITAN REGION HACC TRAINING PROGRAM - 1ST SEMESTER 2012 AT A GLANCE

Courses & Workshops	Location	Time	February	March	April	May	June
Life Support Skills							
Apply First Aid - Beginners	Broadmeadows	9.00 - 4.30 x 2	13 & 14				
Apply First Aid – Evenings - Volunteers & Others	Coburg	6.00 - 9.30 x 4	13, 16, 20 & 23				
Perform CPR	Preston	9.30 - 12.30					7
Apply First Aid -Weekend Update	Preston	9.00 - 5.00					16
Walk The Talk							
Why ASM is a Good Idea	Preston	9.30 - 12.30				14	
Putting ASM Into Practice	Preston	9.30 - 12.30				28	
Effective Group Facilitation Using ASM	Preston	9.30 - 4.00				3	
Understanding Care Plans For DCWs	Preston	9.30 - 4.00				1	
Koori Awareness level 2	Broadmeadows	9.00 - 1.00					5
Personal Care Skills							
Client Observation & Monitoring	Preston	9.30 - 4.00	9				
Continence Workshop in an ASM Model	Preston	9.30 - 4.30				24	
Personal Care Skills Revision	Preston	9.30 - 4.00 x 2	1 & 2				
Provide Basic Foot, Skin & Nail Care	Broadmeadows	9.30 - 4.00				15	
Recognise Healthy Body Systems	Broadmeadows	9.30 - 4.00 x 2		28	18		
Assist Clients with Medications	Broadmeadows	9.30 - 4.00 x 2					21 & 28
Challenging Situations							
Conflict Management in Community Work	Preston	10.00 - 1.00			30		
Provide Emotional First Aid	Preston	9.30 - 4.00		20			
Loss & Grief Workshop	Preston	9.30 - 4.00					20
Managing Challenging Client Behaviour	Preston	9.30 - 4.00	22				
Managing Inappropriate Sexual Behaviour	Preston	10.00 - 1.00		27			
Working with Family & Carers of Clients							
Carers Are Clients Too – Family & ASM	Preston	10.00 - 1.00	14				
Recognise Family Violence For DCWs	Preston	9.30 – 4.30			19		
Mental Health Topics							
Dementia Education For DCWs	Preston	9.30 - 12.30				10	
Work Effectively with Clients with Dual Diagnosis	Preston	9.30 - 4.00				9	
Condition Related Topics							
Disability Awareness	Preston	9.30 - 4.00		8			
Understand & Manage Epilepsy for DCWs	Preston	9.30 - 12.30		28			
Manage Self & Others							
Better Questions Are The Answer Part 1	Preston	9.30 – 3.30			17		
Better Questions Are The Answer Part 2	Preston	9.30 -12.30				8	
Professional Boundary Setting for DCWs	Preston	9.30 - 4.00					28
Managing change in the HACC environment	Preston	10.00 - 4.30		26			
Case Managers & Assessment Staff							
Motivational Interviewing	Preston	9.30 – 4.30 x 2				14 & 15	
Care Planning & Goal Setting	Preston	1.00 - 4.00	28				
Common Conditions of the Frail Aged	Preston	9.30 - 4.00					21
Keep Your Clients Active							
Horticultural Therapy activities	Preston	9.30 - 4.30			26		
Active clients – active choices	Preston	9.30 -4.00					19
Business Skills							
Establish Evidence Base & Measure Performance	Preston	9.00 - 5.00				23	
Project Management Demystified	Preston	9.00 - 5.00 x 2		19 & 26			
Writing Effective Business Reports	Preston	8.30 - 4.30	9				
Computer Literacy							
Digital Literacy - Work & Play Computing	Broadmeadows	9.00 - 4.30 x 2		1 & 8			
Driving & Transport							
Managing Driver Stress	North Coburg	9.15 - 4.30	7				
Transport People Safely Using Hoist Restraints	North Coburg	9.15 - 4.30					19

N. B. There are no courses/workshops scheduled for January 2012.

Full course/workshop content and contact details available in the Northern HACC Training Calendar available [HERE](#)
Register for courses/workshops with the Training Provider mentioned on each course/workshop flyer in the HACC Training Calendar
 Contact the Northern Metropolitan Region HACC Training Coordinator at hacctraining@mchs.org.au