

## 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, 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	<a href="#">Recognising and Responding to Abuse</a>
Code of Rights	<a href="#">Code of Rights</a>
Fire Safety	<a href="#">Fire Safety in the Home</a>
Workplace Bullying and Harassment	<a href="#">Bullying and Harassment in the Workplace</a>
Infection Control <sup>1</sup>	<a href="#">Infection Control: An Introduction</a>
Safe Manual Handling <sup>1</sup>	<a href="#">H&amp;S: Supporting People to Move</a>
Health and Safety	<a href="#">Risk Assessment in the Home</a> <a href="#">Lone Working &amp; Personal Safety</a>
Preventing Workplace Staff Injuries	<a href="#">H&amp;S: Musculoskeletal Health</a>
Food Safety	<a href="#">Safe Food Handling in the Home</a>
Dementia	<a href="#">Understanding the Condition: Dementia</a>
Professional Roles and Boundaries	<a href="#">Maintaining Professional Roles and Boundaries</a>

<sup>1</sup>Include a practical assessment

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

Topic Area	Course Name
Person-Centred Care	<a href="#">Dignity and Respect</a> <a href="#">Promoting Equality, Diversity &amp; Inclusion</a>
Cultural Safety	<a href="#">Culturally Inclusive Support</a>
Diversity	<a href="#">LGBTIQ+: Inclusive Support in the Home</a> (Coming in September 2022)
Wound Care	<a href="#">Wound Care: An Overview</a>
Oral Hygiene	<a href="#">Activities of Daily Living: Oral Hygiene</a>
Falls Management	<a href="#">Falls: Minimising the Risk</a>
Dementia and Changed Behaviours	<a href="#">Dementia: Understanding Behaviours</a> <a href="#">Dementia: How to Respond to Behaviours</a>
Palliative Care	<a href="#">Palliative Care: End of Life Care</a>
Teamwork and Communication	<a href="#">Teamwork: Communication</a> <a href="#">Teamwork: Resolving Conflict</a> <a href="#">Communication: Supporting Individuals</a>
Documentation	<a href="#">Documenting in a Home Care Setting</a>

### Other courses you might like to develop:

- Overview of your organisation, including the payroll system, code of conduct, history, mission, vision and values
- Overview of the documentation system