



Delivered by experienced, registered Occupational Therapists  
& Physiotherapists working in Aged Care

## Training for THERAPY ASSISTANTS Working in Aged Care 2010

### who we are

Atlantic Therapy Services have been providing services to the health care sector for more than 18 years. We resource the aged care sector by providing staff and support services to residential aged care facilities, hospitals, rehabilitation and community services, and also provide training and consultancy.

Our Training section, Atlantic Healthcare Training, has developed courses in response to industry needs for aged-care specific training, especially for Therapy Assistants.

### what we do

Atlantic Therapy Services provides Allied Health services to health care facilities across the metropolitan and country areas. Staff supplied includes Occupational Therapists, Physios, Social Workers, Sp. Path, Dieticians, OTAs and PTAs.

### where we are

Our training venues are The Boulevard Centre, Lower Level, Cambridge Library Building, 99 The Boulevard, Floreat & Wembley Community Centre, 40 Alexander St, Wembley.

You can contact Atlantic Therapy Services by phone on 9388 3577, or email [louise@atlantichhealth.com.au](mailto:louise@atlantichhealth.com.au).

Our administration office is located at 45 Coronation Street, North Perth.

### who to speak to

Louise Cole is the manager of Occupational Therapy Services, & Marie Blake is the manager of Physiotherapy Services

### Semester 2 course info

We offer training for persons interested or currently working as therapy assistants starting 13<sup>th</sup> August 2010.

**duration:** 11 / 15 weeks (dependent on units enrolled in)

**dates:** 13/08/10 – 26/11/10 \*\*

**days:** Fridays

**times:** 8.30 am – 12.00 pm\*  
(except for two days,  
03/09/10 8:30am-4:30pm and  
24/09/10 8:30am-4:30pm)

**location:** The Boulevard Centre, Floreat  
& The Wembley Community  
Centre

**cost:** \$850.00 OTA or PTA (incl GST)  
\$1080.00 TA (incl GST)

\* Applicants to arrive at 8:15am for the 1<sup>st</sup> session,  
13/08/10.

\*\* There will be NO training session, Friday  
17<sup>th</sup> September 2010

**Please call (08) 9388 3577 for an application form or for more information,  
or visit [www.atlantichhealth.com.au](http://www.atlantichhealth.com.au) and select "Training".**

## course overview

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We believe that the aged care sector of the health industry faces unique challenges which require people with recognized skills:

- ❖ sound knowledge base
- ❖ core clinical skills
- ❖ understanding of therapy processes

We are committed to assisting the aged care sector to maintain excellence in the delivery of services to their resident/clients. We do this through the provision of quality training for Therapy Assistant staff currently working, or intending to work, as Therapy Assistants under the supervision of a Registered Therapist.

## learning outcomes

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On completion of this course, participants will:

- ❖ have advanced knowledge, understanding and skills specific to working with the aged;
- ❖ become effective team members when working as Therapy Assistants under the direction of a **Registered** Occupational Therapist (OT) and **Registered** Physiotherapist (PT);
- ❖ have had opportunities to network with other Therapy Assistants working in the aged care industry.

## entry requirements

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Participants must be:

- ❖ at least 18 years of age,
- ❖ able to speak, understand and write English,
- ❖ either employed as an Occupational Therapy Assistant (OTA) or Physiotherapy Assistant (PTA), or working as a volunteer OTA or PTA, and supervised by the appropriate Registered Therapist (OT and/or PT)
- ❖ Certificate III in Aged Care or Disability or Community Care desirable.
- ❖ have a reasonable level of fitness

You must be able to attend **all** units for the course you enrol in. As this is an intensive course style, it is imperative that you attend every lecture in order to gain the most out of the course. If you have pre-booked commitments such as holidays, that will clash with the dates of the course, please consider applying for a course at a later date.

## training structure

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The course runs for 11 weeks (for those wishing to complete *either* the Occupational Therapy Assistant *or* the Physiotherapy Assistant course) or 15 weeks (for those wishing to complete *both* the Occupational Therapy Assistant & Physiotherapy Assistant course)

There are 9 core therapy units which must be completed. The core units are followed by 4 specialist Occupational Therapy Assistant units, or 4 specialist Physiotherapy Assistant units. You can elect to do either OTA or PTA units **OR** complete all OTA & PTA specialist units. The training is assessed through a combination of attendance and homework. A **Certificate of Participation** is awarded upon successful completion. This is an industry recognized course, not an accredited course.

## course outline

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### Core Therapy (13/08/10-1/10/10)

TA1	Physical Implication of Ageing	] Full day
TA2	Communication in Aged Care	
TA3	Behaviour & Dementia	
TA4	ACFI - Accreditation	
TA5	Observation & Reporting	
TA 9*	Optimising Function (*conducted offsite)	] Full day
	<b>No Training 17th Sept (study week)</b>	
TA6	Occupational Safety & Health	
TA7	Assisted Movement	
TA8	Group Dynamics	

### OTA Specialist Units (08/10/10-29/10/10)

OTA1	Occupational Therapy in Aged Care
OTA2	Positioning for Comfort <i>Study week – 14<sup>th</sup> May 2010</i>
OTA3	Activity Objectives
OTA4	Program Planning

### PTA Specialist Units (05/11/10-26/11/10)

PTA1	Physiotherapy in Aged Care
PTA2	Range of Movement
PTA3	Physiotherapy Programs 1
PTA4	Physiotherapy Programs 2

(Order may be subject to change with as much notice given as possible)

- \* TA9 will be conducted at the Independent Living Centre at the 'Niche' in Nedlands



## field work

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As part of the course we require that you complete a minimum of 33 hours therapy fieldwork (ie 3 hours per week) for the duration of the course. This fieldwork is important for you to integrate the practical aspects of being a Therapy Assistant with the theory you are learning in class.

For those completing the OTA course, you must complete 33 hours of fieldwork supervised by the Registered Occupational Therapist.

For those completing the PTA course, you must complete 33 hours supervised by the Registered Physiotherapist.

For those completing the entire Therapy Assistant course, you must complete 33 hours OTA fieldwork (supervised by the OTR) and 33 hours PTA fieldwork (supervised by the PTR), a total of 66 hours of fieldwork.

You need to organize your own fieldwork placements either as a volunteer or you may already be employed as a Therapy Assistant. Either way you must speak with the **Registered** Therapist to make arrangements for supervision BEFORE applying to the course. In the application please provide the **full name and contact details of the supervising Therapist(s)**.

\*NB If your supervising **Registered** Therapist leaves you will need to make alternative arrangements for supervision by another **Registered** Therapist. Please inform Atlantic Healthcare Training that your supervising Registered Therapist has changed and provide us with their details.

## public liability

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If you are doing a volunteer placement you are covered by Atlantic Healthcare Training for public liability insurance for the duration of the course.

## supervision

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Supervision does not mean that you must spend your entire fieldwork time with the Registered Therapist, but you must be able to meet with them on a regular basis. You are required to complete certain tasks as part of your fieldwork. Some of these tasks require you to observe the Registered Therapist and for other tasks, you will be required to work alongside other Therapy Assistants or on your own.

## police clearances

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As you will be completing field work as part of the requirements for your course, it is imperative that we see your current National Police Clearance before commencement of the course. We are legally bound to ensure that all our participants have a Federal Police Clearance and therefore we cannot accept your application unless we have your Police Clearance. Please send a certified copy of your Police Clearance with your registration form.

## 2010 course dates

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Course No.	TA 10/02
ALL Registrations Close	12 <sup>th</sup> July 2010
Applicants Notified by	19 <sup>th</sup> July 2010
Commences	13 <sup>th</sup> August 2010
Finishes	26 <sup>th</sup> November 2010

Classes run every Friday 8.30am – 12.00pm, except for:

- ❖ TA1 on Friday 13<sup>th</sup> August, 8.15am – 12.00pm
- ❖ TA4/TA5 on Friday 3<sup>rd</sup> Sept, 8.30am – 4.30pm
- ❖ Study week – no class 17<sup>th</sup> Sept
- ❖ TA6/TA7 on Friday 24<sup>th</sup> Sept, 8.30am – 4.30pm



## fee information

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The cost of the course depends on which training stream you select:

*Either OTA or PTA*                      \$850.00 (GST incl)  
(i.e. 13 units inclusive of 9 core and 4 specialist units)

**Therapy Assistant**  
(*Both OTA and PTA*)                      \$1080.00 (GST incl)  
(i.e. 17 units inclusive of 9 core and 8 specialist units)

The final date for receipt of all applications is Monday 12<sup>th</sup> July 2010

Full payment must accompany your application, or payment options may be arranged with the course coordinators.

Payment can be made by cheque, money order, cash (payable at our administration office) or by direct deposit (bank account details available on request).

Employer—sponsored applications will be invoiced on acceptance to the course.

No credit card facilities are available.

**Refund policy:** a full refund will be given if your application is unsuccessful or if the course is cancelled. If your application is cancelled in writing, 7 working days (or more) prior to course commencement, a refund less \$50 administration fee will be given. If less than 7 working days notice is given, or in the event of non-attendance, no refund will be granted.

Should you be unable to attend a course, you may send a suitable replacement who meets all participant criteria.

## how to apply

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To apply, please:

- ❖ complete all questions on the attached application forms (incomplete forms will delay processing of your application and may result in your application being returned to you)
- ❖ forward the application forms, along with your Police Clearance, and your payment to:

Atlantic Healthcare Training  
P.O. Box 77  
Mt Hawthorn WA 6915

If you have any further questions please call 9388 3577 and speak to Louise Cole, Marie Blake.

## registration checklist

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Before posting in your application, please check you have completed the following:

- Completed all four pages of the application form
- Attached a certified copy of your Police Clearance
- Made arrangements for your fieldwork placement and included all details on the application form
- Spoken to the supervising **Registered Occupational Therapist** and/or **Registered Physiotherapist** and ensured they are happy to supervise your placement
- Attached a passport-sized photograph of yourself to the front of your application form
- Included a cheque or money order (or paid in person) for the cost of the course you have chosen to enrol in. If paying in person we are located at 45 Coronation Street North Perth. Office hours are 7.30am-4.00pm Monday to Friday.