

LTC Worker Training Workgroup

SAMPLE SET FOR SELECTION - BASIC TRAINING COMPONENTS

Draft – Work Tool

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I. Basic Training Components

NOTE

- Items that are population or setting specific can be used to meet required basic training (core + population or setting specific training), continuing education or optional advanced training hours.

Topic	Core	Population or setting specific
1. Work settings, teamwork and professionalism		
2. Respecting differences		
3. Communication skills, including listening skills		
4. Problem solving		
5. Responding to situations and emergencies		
6. Working with a consumer from a different culture		
7. Maintaining dignity		
8. Consumer rights, including advance directives, right to make health care decisions, independence & confidentiality		
9. Detecting & reporting fraud & abuse		
10. Worker self-care & time management		
11. Worker rights		
12. Infection control and universal precautions, including hand washing, using gloves, etc.		
13. Blood borne pathogens/ HIV/AIDS		
14. Body Mechanics		
15. Body systems & common diseases		

Topic	Core	Population or setting specific
16. Assisting with and performing ADL's: <ul style="list-style-type: none"> ▪ Ambulating, including transfers and walking ▪ Bathing ▪ Toileting/catheters ▪ Dressing ▪ Eating ▪ Personal hygiene ▪ Foot care 		
17. Assisting with and teaching ADL skills		
18. Falls and falls prevention		
19. Understanding & implementing consumer care plans		
20. Working with elders		
21. Working with people with dementia		
22. Working with people with mental illness		
23. Working with people with developmental disabilities		
24. Working with a young or middle-age adult with physical disabilities		
25. Skin & body care		
26. Nutrition		
27. Food preparation and handling		
28. Medication & other treatments		
29. Medication assistance		
30. Nurse delegation		
31. Range of motion/ movement		
32. Positive behavior support		
33. First aid/CPR		
34. Disaster preparedness		
35. Transportation		
36. Loss and grief		