

**Mandatory Education & Training Checklist for Allied Health**

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| **Name:** | **Date:** |
| **Position:** | **Department:** |
| **ANNUAL** |
| **Requirement** | **Format** | **Role** | **Date completed/NA** |
| Basic life Support – practical assessment | F2F | ALL except Pharmacy technicians |  |
| Cleaning/management of reusable medical devices (Trophon/Tristel/Chronos) | E-L | Physiotherapy, Sonography |  |
| Donning and doffing assessment | F2F | ALL except counsellors |  |
| Emergency management - Code Orange walk through | F2F | ALL |  |
| Emergency management - theory | E-L | ALL except Breastscreen |  |
| Hand Hygiene | E-L | ALL |  |
| Infection prevention and management | E-L | ALL except Genetic counsellors Health Promotion Officers |  |
| Manual tasks – practical | F2F | Clinical disciplines |  |
| Warden training | E-L/F2F | Wardens only |  |
| WAVE update (Management of Aggression) | E-L | ALL |  |
| **EVERY 2 YEARS** |
| Manual tasks – theory | E-L | Other Allied Health disciplines  |  |
| WAVE update | E-L | Pharmacy technicians |  |
| **EVERY 3 YEARS** |
| Occupational Safety & Health - Training for Supervisors | F2F |  |  |
| BFHI - Breastfeeding education | F2F or E-L | ALL,(Group 2 or Group 3) |  |

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| **ONCE ONLY** |
| **Requirement** | **Format** | **Role** | **Date Completed/NA** |
| Aboriginal cultural e-learning *(a healthier future)* | E-L | ALL |  |
| Accountable & ethical decision making | E-L | ALL |  |
| Activity based funding and management | E-L | Managers and HoDs only |  |
| Allied Health Basic life support - theory | E-L | ALL except Pharmacy technicians |  |
| Manual tasks – theory | E-L | Clinical disciplines |  |
| Mental health act  | E-L | Working in mental health |  |
| My health record | E-L | ALL except for Pharmacy technicians |  |
| National inpatient medication chart | E-L | Pharmacy |  |
| NaCS | E-L | Pharmacy |  |
| NPS medication safety | E-L | Pharmacy |  |
| MS -2 step | E-L | Pharmacy |  |
| PBS scheme | E-L | Pharmacy |  |
| Radiation safety | E-L | MIT |  |
| Record keeping training | E-L | ALL |  |
| Safe infant sleeping | F2f | Social workers |  |
| Speaking Up For Safety | F2F | ALL |  |



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| **RECOMMENDED ONLY** |
| **Requirement** | **Format** | **Role** | **Date completed/NA** |
| Advance Health Directive | E-L | ALL |  |
| Antineoplastic drug administration in the non-cancer setting | E-L | Pharmacy |  |
| Computer ergonomics (if applicable) | E-L | ALL |  |
| Hazard chemical spill management | E-L | Pharmacy |  |
| High risk medicines | E-L | ALL |  |
| Language services policy | E-L | ALL |  |
| Voluntary assisted dying – essential information for staff | E-L | ALL |  |



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| **Key** |
| F2F | Face to face |
| E-L | E-learning |