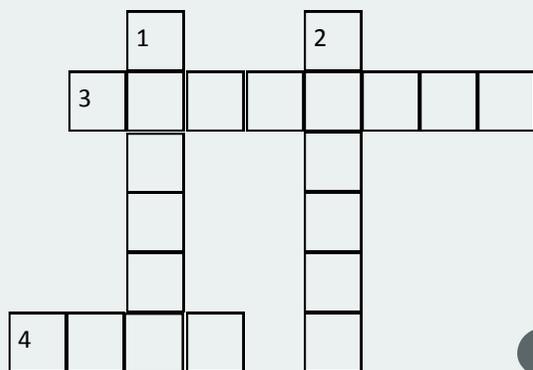


DCW Crossword



Across

- 3** instructions for job
4 we all have a duty of ...

Down

- 1** When entering a first aid situation we first look for..
2 Cleaning product we cannot use

Rješenje prošlog kriptograma:

Stvari ne vidimo kakve jesu nego ih vidimo kakvi smo mi.

Forthcoming Events at Croatia Club - Sunshine:

*CRO soccer tournament 3—6/10/2013

<http://melbourne2013.com/>

*Cro-October Fest 26/10/2013 - The biggest party in the Southern Hemisphere held at the Melbourne Knights Soccer Club

Direct Care Workers CHRONICLE

September 2013



Volume 2 Issue 3

Welcome to the Spring edition of the Chronicle!

Spring is in the air! And it has brought with it lots of changes. We welcome new Liberal Government leadership and we will see how that impacts upon the Aged Care Industry. The work continues on spring cleaning our processes to make way for the Consumer Directed Care model.

Also two new Staff members, a warm welcome to our new team members Ivanka Garic Direct Care Worker for CACP's South East and Dragica Mekanovic for Brokerage North West!

It's also a great time to stop and smell the flowers and pat yourselves on the back for the great work you are doing!

We also encourage you all to reflect on any areas of your practice where you would benefit from further information and training and let us know!

Contents

- Welcome*
- Clinical*
- DCW Corner*
- OHS*
- Language exercise*
- Fun Corner*

Mirjana Mihoc

Brokerage Services Liaison Officer



INFECTION CONTROL

(Hand hygiene and using gloves/aprons/shoe covers)

No one should be providing their own aprons, gloves or shoe covers and the use of washable aprons should not be occurring.

Good hygiene and the use of personal protective equipment prevents the transfer of infectious organisms onto other people and objects. They help to largely restrict the spread of infection.

Washing or decontaminating hands regularly and wearing protective gloves, aprons and shoe covers whilst carrying out tasks with the potential to contaminate, are essential work practices.

Gloves should be changed between tasks e.g. gloves used whilst cleaning toilets should not be used for other tasks. Wherever possible wash hands between glove changes but especially between clients.

Examples of such tasks are:

- ◆ Personal care tasks when there is the possibility of touching body fluids or excretions.
- ◆ Home care tasks involving wet work or cleaning bathrooms and toilets.



Silvana - CACP Brokerage Services Liaison Officer - Dandenong

Fill in the blanks:

- a. It is our _____ to provide the best possible care as per task list for our clients.
- b. It is your _____ as an Aged Care worker carer to adhere to policies and procedures and maintain privacy and _____.
- c. It is your _____ as an employee to have access to personal protective equipment such as _____.
- d. _____ between Aged Care Workers and CACP's/Brokerage personnel is very important in maintaining _____.

**Duty of care
responsibility**

**right
confidentiality**

**gloves
advocacy**

**communication
good quality care**

HACC Training Calendar is now online!

1. go to the website: <http://hacc.chisholm.edu.au/Training>
2. Select your region
3. Browse the training courses offered
4. Inform program manager of your preferred course and we will enrol you!

Payroll dates for the rest of the year

**Please ensure completed Timesheet, Roster and Travel Allowance Claim Forms are submitted by the end of the day on each Monday of the new fortnight!*

WEEKS	PAYROLL PERIOD	PAYMENT DATE
7	16/09/13-29/09/13	02/10/13
8	30/09/13-13/10/13	16/10/13
9	14/10/13-27/10/13	29/10/13
10	28/10/13-10/11/13	13/11/13
11	11/11/13-24/11/13	27/11/13
12	25/11/13-08/12/13	11/12/13
13	09/12/13-22/12/13	21/12/13
14	23/12/13-05/01/14	08/01/14



NEŠTO O BERTI

RODNI GRAD?

Banja Luka

PAR RIJEČI O MOM POSLU?

Pružam usluge starijim, nemoćnim i bolesnim osobama npr. pomoć u kući, transport do liječnika, druženje itd.

MOJ PRVI POSAO?

Pomoćnica u kuhinji

ŠTO ME ČINI SRETNIM RADEĆI OVAJ POSAO ?

Preljepo je vidjeti osmijeh na licu, tračak nade u oku, zaboravljenu bol na trenutak kod svih starijih osoba kod kojih idem pružati pomoć a još ljepše što me podsjećaju na moje roditelje koji su u Domovini.

KOJI DIO MOG POSLA JE NAJTEŽI?

Trenutci kad vidiš da im nemožeš pomoći u njihovoj boli, patnji ili tuzi.

ŠTO BIH HTJELA PROMIJENITI U OVOJ INDUSTRIJI?

Program je dobar ali nedovoljno vremena sve ove starije osobe. One bi trebale imati par sati više ili češće service; također bi ih trebalo više puta godišnje izvesti ili sastaviti tj. više zajedničkog druženja.

KOJI SAVJET BIH DALA PRETPOSTAVLJENOM?

Do sada sve uspješno obavlja, samo nek nastavi i dalje tako.

Corner DCW Corner DCW Corner DCW Corner

Food Poisoning



Spring is in the air and as the weather warms up we should all keep in mind safe food handling practices especially because the elderly are a high risk group for food poisoning!

Potentially high-risk foods include:

- Raw and cooked meat, including poultry such as chicken and turkey, and foods containing these, such as casseroles, and lasagne
- * Dairy products, such as custard and dairy-based desserts like custard tarts and cheesecake
- * Eggs and egg products, such as quiche
- * Smallgoods such as hams and salamis
- * Seafood
- * Cooked rice and pasta
- * Prepared salads like coleslaws, pasta salads and rice salads
- * Prepared fruit salads
- * Ready-to-eat foods, including sandwiches, rolls, and pizza that contain any of the foods above

Some ways of preventing food poisoning

- ** Good personal hygiene, such as thoroughly washing and drying hands when handling food.
- ** Avoid cross-contamination, such as keeping raw foods and ready-to-eat foods separate, and using separate, clean utensils, containers and equipment.
- ** Cook foods thoroughly
- ** Avoid spoiled foods, foods past their use-by dates, or food in damaged containers or packaging.
- ** When in doubt, throw it out.

OH&S

Good to know this information and don't forget to inform your client about these OH&S common problems:

ELECTRIC BLANKET SAFETY

- Only use electric blankets that have been approved by Australian Standards.
- Replace all electric blankets that are more than 10 years old.
- Turn your electric blanket off when not in use.
- Use only one electric blanket (or heating pad) at the same time.
- Do not wash a heating blanket in a washing machine.
- Do not use an electric blanket that is wet and whatever you do -- do not turn an electric blanket on to dry it out.
- Turn your heating blanket off before you go to sleep
- Unplug your electric blanket if you smell smoke or if any scorching is evident.

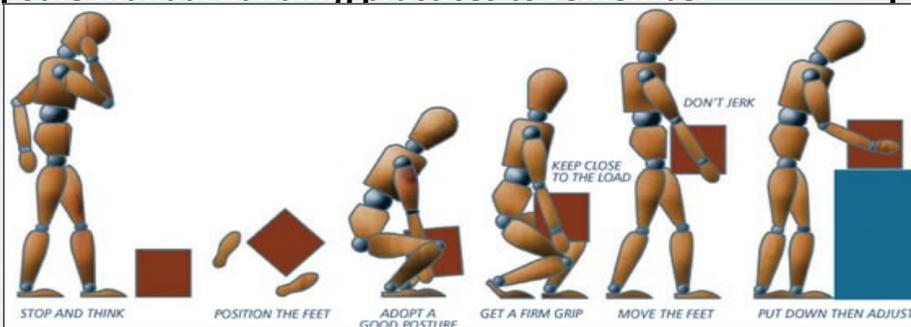
It's National Stroke Week 9th - 15th September!

Identifying a stroke:

- Face** Check their face. Has their mouth drooped?
- Arm** Can they lift both arms?
- Speech** Is their speech slurred? Do they understand you?
- Time** Is critical. If you see any of these signs call 000 straight away.



Safe manual handling practices to remember



Something from Marina

The time certainly has gone quickly for me since returning from annual leave. I would like to take this opportunity to say THANK YOU to my colleagues Gordana and Mirjana who assisted the NW CACPs clients and have worked on the Rosters and time sheets for DCW while I was away.

Also I would like to sincerely THANK all those wonderful DCWs: Bozena, Berta, Ermina, Milena, Mirjana and Steven who demonstrated understanding of regulation/accreditation quality standards in relation to delivery of services. It is a pleasure for me to work with such dedicated and talented direct care workers.

Well done!

Marina



What is new in Dandenong office?

First of all I would like to welcome our new care worker **Ivanka Garic!** Ivanka is now enrolled in Certificate III in community aged care & first aid training and is doing great job. Good luck Ivanka and thank you for making the commitment to enhance your skills to ensure best outcomes for our clients.

Ljilja has taken a well-earned two months rest in August. We're looking forward to her return, refreshed and ready to go. Meantime ALL of you are doing an excellent job filling in for her but special thanks to Brigita and Zdenka for being available the most of the time. Please remember that we can achieve good results only if we work together as a team especially during this time when we are short of staff and still trying to get permanent rostering staff. Please check your roster carefully when picking it up, report any discrepancies, large gaps, etc.

Thanks again for your continued passionate care you provide to our clients.

Gordana