



Training Calendar 2017

January - June

Upcoming Courses

Return to Work Coordinator (RTWC) Training

\$605 (inc GST)

18 & 19 January 2017
15 & 16 February 2017
15 & 16 March 2017
12 & 13 April 2017
17 & 18 May 2017
7 & 8 June 2017

Mental Health First Aid

Full 2 Day Course: \$275 (plus GST)

28 & 29 March 2017 20 & 21 June 2017

Course in Drug and Alcohol Screening (31002QLD)

1 Day Course: \$640 (GST does not apply)

23 February 2017 25 May 2017

Provide Cardiopulmonary Resuscitation (HLTAID001)*

CPR 2.5 Hour Course: \$60 (GST does not apply)

TBA

Recertification 90 minute Course: \$60 (GST does not apply)

16 January 2017 10 April 2017

*Class sizes are limited to 12

EDUCATION & TRAINING INFORMATION

CHG is a Registered Training Organisation (RTO No. 110048) and offers a variety of training courses and education programs in the areas of:

- Safety & Injury Prevention
- Injury Management
- Physical Health & Wellbeing
- Psychological Health & Wellbeing

The programs CHG offer can be tailored to a business' specific needs and can be delivered for groups of employees at an employer's workplace, or through 'public courses' held at training facilities only minutes from the Adelaide CBD (Mile End and Hindmarsh). In both the employer specific and 'public courses', we limit our group size to ensure the learning experience is truly practical.

Contact the Training Unit staff for further information about our range of training courses...

CHG Training Unit is located at:
69 Henley Beach Road, Mile End SA 5031

T. 08 8354 9800 E. training@chg.net.au

visit our website: www.chg.net.au

Tailored Programs

In addition to practical and interactive 'public courses' held at CHG's training facility, CHG can tailor training programs and education seminars to a business' specific needs which can be delivered for groups of employees at an employer's workplace.

Psychological Health & Wellbeing

CHG offers a series of training courses to assist employers in ensuring their workplace practices support good psychological health and to provide tools to identify risk factors and practical steps for seeking help when needed.

These courses are all delivered by our team of Psychologists and Health professionals.

Courses offered include:

- Building your Personal Resilience
- Achieving your Work / Life Balance
- Managing Effective Workplace Relationships
- Dealing with Difficult or Aggressive Behaviour
- Maintaining Professional Boundaries
- Mental Health First Aid (12 hrs)
- Mental Health First Aid Awareness (avail as 1 hr or up to 6 hrs)
- Stress Management Strategies

WH&S Courses

Every employer has a duty of care to their employees and ensuring that their workplace identifies and mitigates against workplace hazards is a crucial responsibility. CHG offers a series of OHS training courses to employers with the expertise and tools to manage key workplace hazards. These courses are all delivered by our team of Physiotherapists and Occupational Therapists with extensive experience on preventing and managing workplace risk and injuries.

Courses offered include:

- Manual Handling Training & refresher training
- Manual Task Risk Assessment
- Ergonomics @ Work
- Cost Benefit Analysis Training

Medical Anatomy & Terminology Course

This medical anatomy and terminology course has been designed especially for those in medical administrative, receptionist or claims roles, who wish to gain skills and confidence when handling medical information. This course will empower participants to learn and apply the unique language of medical terminology. In each of the 14 modules, participants will also be taken on a tour of the body's systems, gaining an understanding of the core structure and function of each system as well as common disorders, tests and procedures.

Return to Work Coordinator (RTWC) Training

All workplaces with more than 30 employees must appoint a RTWC. The Coordinator is required to complete a training course delivered by a WorkCover Approved Training Provider. Participants will embark on this 2 day **practical learning experience**, and leave with valuable skills and knowledge to establish and deliver effective return to work outcomes for their injured employees.

Course in Drug and Alcohol Screening (31002QLD)



1-day course: \$640

23 February 2017

25 May 2017

In the interest of a safe working environment, many organisations conduct **alcohol and drug screening** in their **workplace**. **Australian Standards** for urine and oral fluid collection **require** that all workplace personnel who conduct drug and alcohol screening must possess a **Statement of Attainment** for this course. CHG provides this training under an Agreement with Registered Training Organisation Morrissey Training and Consulting who will issue Statements of Attainment (RTO No. 30929, www.morrisseytraining.com.au).

Mental Health First Aid



Full 2-day course: \$275 (plus GST)

28 & 29 March 2017

20 & 21 June 2017

Mental Health First Aid is the initial help given to someone experiencing a mental health problem before professional help is sought. Participants will gain a basic understanding of the common signs and symptoms of mental health problems, the effects on the workplace, where to get help and what sort of help has been shown by research to be effective.

Provide Cardiopulmonary Resuscitation HLTAID1001



CPR 2.5 Hour Course: \$60 (GST doesn't apply)

TBA

Recertification 90 minute Course: \$60 (GST doesn't apply)

16 January 2017

10 April 2017

This Nationally Recognised Training Unit covers the skills and knowledge required to provide emergency first aid response, life support and management of the casualty until medical assistance arrives. On being assessed competent, students are issued with a Statement of Attainment for the nationally recognised Unit of Competency for HLTAID001.

The Australian Resuscitation Council's handy 'ABC of CPR' publication will be given to each student.

Conditions apply for Recertification course.

Class sizes are limited to 12.

