REDLEAF SERVICES

We can tailor all of our services to meet your specific needs.

In-house training (see below)

A range of topics available covering all aspects of leisure and lifestyle service provision, working with people with dementia, person centred care and documentation. Full and half day sessions can be conducted at your location.

Consultancy and advisory services

A full range of consultancy services available for community day centres and leisure and lifestyle services in residential aged care which focus on better practice service provision.

Program and service reviews

We are available to undertake full reviews of community day services and leisure and lifestyle programs within residential aged care to ensure you are providing a consumer directed person centred service that meets the relevant regulatory requirements.

Computer and technology training

Training is available on the introduction and use of technology within leisure and lifestyle programs including the use of computers and ipad/tablet technology with a range of client groups.

Staff mentoring and support

Mentoring of individual staff and / or teams is a highly valuable way in which to retain and develop staff. Redleaf offers personalised and effective mentoring and support services for leisure and lifestyle co-ordinators and staff.

Training Materials

We sell high quality, practical training manuals that cover topics for beginners in leisure and lifestyle to advanced programming and documentation.

IN-HOUSE TRAINING

Redleaf Training is able to offer a range of workshop sessions for staff working within community and residential aged care services. Below are some examples of the types of topics available.

If you have other areas of interest please ask us and we will aim to accommodate your particular needs.

Please note we only offer a minimum of ½ day sessions – you can combine two ¼ day sessions.

Fee

Full day (9am-4pm): $1400.00 + GST

Half day (3-3.5 hours): $800.00 + GST

> *The fee includes the provision of speaker/s, comprehensive handout and facilitation of the workshop. The organisation/service is required to provide an appropriate training venue, AV equipment (data projector preferred) and catering if desired. Whilst there are no minimum numbers of participants an additional fee may be applied to for numbers over 50.*

If travel out of Sydney is required travel costs will be applied.

** If you are looking to offer a series of sessions we can offer a reduced fee rate.

General topics ~ Suitable for all staff working in community and residential aged care services

Providing leisure based services to clients *(1/2 day – full day)*

This workshop is designed for staff working in community or residential services whose role includes the provision of leisure based activities *(care staff, community workers, multipurpose staff).*

> #### Session 1: Understanding leisure and its benefits
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> In this session the definitions of leisure will be explored including an exploration of the importance of leisure in one's own life. The benefits of leisure participation will be discussed and linked to outcomes for clients.
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> #### Session 2: Essential components of the leisure programming process
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> An understanding of the leisure programming process is essential if client centred programs are to be offered. This session will focus on the four fundamentals principles of effective programming: assessment, planning, implementation and evaluation.

Session 3: Effectively facilitating leisure activities to maximise client engagement

Programs and activities can only be successful if they are implemented well. The art of facilitation will be explored within this session with a particular focus on how to best engage clients and keep motivation levels high.

Session 4: Activity ideas: developing a kit of activities for a range of clients

Participants will have the opportunity to begin to develop a repertoire of activities and program ideas to be used with a range of clients. Brainstorming and group sharing will form part of this session.

Working with people with dementia *(1/2 or full day)*

Within this workshop session we explore:

- Causes, common characteristics and the effects of dementia on the person
- Effective communication strategies and approaches
- Positive approaches to caring for a person with dementia

Dealing with challenging behaviours *(1/4 - 1/2 day)*

This workshop will cover the following content: insight into people and their behaviour and ways this knowledge can be used in everyday professional practice.

Person Centred Care *(1/2 - full day)*

Person Centred Care is the cornerstone to high quality consumer directed service provision. In these sessions we examine in detail what it takes to offer a high quality person centred services to clients.

Session 1: What is person centred care?

In this session we will explore what exactly the term "person centred care" means and how this can be achieved in practice.

Session 2: Key steps in achieving person centred outcomes

The key components of person centred care will be examined in detail. Outcomes for consumers will be a focus in this session along with discussion on how you can improve and change current practices to ensure a perso centred approach is being achieved.

Session 3: Practical application

During this session we explore how to apply a person centred approach within the service.

Importance of leisure based programs for older people *(1/4 - 1/2 day)*

In this session the definitions of leisure will be explored including an exploration of the importance of leisure in one's own life. The benefits of leisure participation will be discussed and linked to outcomes for clients.

Burnout *(1/4 day)*

Research shows that Australians are working longer hours and are losing the natural balance between work, family and leisure. The speaker will discuss why this is so and how we can 'accentuate the positive' for ourselves and our clients.

Caring for yourself as a professional *(1/4 day)*

People in caring professions tend to give a lot of themselves in meeting the needs of their clients but are often not good at looking after themselves either personally or professionally. This session focuses on strategies which enable you to take better control of your life as a professional and gain tangible benefits for you, your clients and your organisation.

Leisure and Lifestyle/Diversional Therapy Specific Topics

Leisure and lifestyle documentation: From assessment to delivery and evaluation *(full day)*

Documentation in the area of leisure and lifestyle services increasingly requires high level skills in a range of areas. Accurate and comprehensive documentation is required by funding and accreditation agencies. Completing documentation involves gathering information through strategies such as interviewing and surveying, analysing this information and using it to complete assessments, write care plans, design and evaluate programs and report on client progress. This workshop will explore the basic components of leisure and lifestyle related documentation and provide you with opportunities to develop the skills needed to complete the documentation process.

Leisure programming: a practical approach *(1/2 or full day)*

Programming is a fundamental skill that all diversional therapists and leisure and lifestyle staff need to possess. This workshop will examine the inter-related processes involved in developing client centred programmes that include both group and individual programmes. Documentation related to each step of the programming process will be discussed.

Introduction to leisure and lifestyle service provision *(1/2 or full day)*

This workshop is designed for those new to the profession of diversional therapy/leisure and lifestyle service provision. The key concepts and themes that impact on the practice of diversional therapy will be explored including the principles of diversional therapy, the concepts of leisure, recreation and play, client centred practice and client choice and motivation. Participants will gain knowledge that will enhance their understanding of the practice of

diversional therapy and provide them with a foundation upon which to build professional practice.

Providing leisure services for people with dementia *(1/2 or full day)*

This workshop will cover the following content: common characteristics and effects of dementia and the benefits and barriers involved in participating in recreation and leisure activities. A range of activities suitable for people with dementia will be explored and developed.

Effective Leisure Programming for People with Dementia *(1/2 day)*

This workshop will provide you with a range of practical tips and hints on the most effective ways in which to approach leisure programming for people with dementia. The speaker will also highlight some of the emerging research in relation to leisure activities and dementia.

Using technology in leisure services *(1/4 day – ½ day)*

Technology is increasingly being used in all aspects of life including in the provision of leisure services in aged care. In this session we will explore current research, how technology can be used with various client groups, the benefits of its use and what is currently available. Exploration of the use of tablet technology will be a focus of the session.

Using computer technology in leisure services *(full day)*

Session 1: Introduction to using computers (for beginners)

This session will introduce staff to the use of computers including an overview of key features and how to access programs and use the internet.

Session 2: How to use technology with clients

Using computers with various client groups will be explored within this session including an examination of assessment, planning, implementation and evaluation strategies.

Session 3: Tips for the effective implementation of technology within a leisure and lifestyle program (include the sharing of useful websites and apps)

A practical session that explores the various programs and applications that would be relevant for inclusion in a computer based leisure and lifestyle program.

Achieving Person Centred Care through Leisure Programming *(full day)*

Person Centred Care is the cornerstone to high quality consumer directed service provision. This series of session will examine in detail what it takes to offer a high quality outcome focused leisure program to clients in community and residential care.

Session 1: What is person centred leisure programming?

In this session we will explore what exactly the term "person centred care" means particularly in relation to leisure programming and how this can be achieved in your practice.

Session 2: Key steps in achieving person centred outcomes

The key components of person centred care will be examined in detail including assessment, program planning and evaluation. Outcomes for consumers will be a focus in this session along with discussion on how you can improve what you are currently doing to make for a person centred program.

Session 3: Effective documentation of person centred outcomes

Documentation is essential in all services and supports the concepts of person centred care. In this session we will look at care planning for the individual consumer, evaluating using outcome based criteria and documentation for better practice outcomes. Expertise in these areas will lead to improved performance and outcomes for all involved.

Session 4: Person Centred Leisure Activities

This session will explore a range of person centred activities and the specific outcomes that can be achieved.

An innovative programming approach *(1/2 day)*

This workshop will explain an innovative programming approach based on Howard Gardner's theory of multiple intelligences. Documentation ideas will also be discussed along with a range of activities that enhance a sense of wellbeing.

Developing leisure based care plans *(1/2 day)*

Care planning writing is one of those essential skills that takes lots of practice and time to develop your skills. During this session participants will be provided with tips and hints for making care planning writing easier and more effective.

Palliative care and Leisure *(1/2 day- full day)*

During this workshop we explore the philosophy and principles of palliative care, the role leisure plays in the palliative care process and the various approaches and strategies that will support the person and their family. Leisure based activity ideas will also be examined.

Activities for cognitive stimulation *(1/4 – ½ day)*

This session will explore the use of cognitive activities within leisure programmes. Tips and hints for conducting effective cognitive stimulation sessions will be discussed along with the sharing of ideas for cognitive activities.

The art of reminiscing *(1/4 day)*

A practical session that will provide examples of how to effectively implement reminiscence sessions with your clients.   Ideas for reminiscence topics and approaches will be shared.

Care planning and documentation for leisure and recreation service provision *(1/2 day – full day)*

This comprehensive workshop will improve your ability to develop and document effective care plans and enable you to streamline your overall documentation systems.

Practical activities for leisure programs *(1/2 - full day)*

The development of a broad range of activity ideas is a challenging aspect of the diversional therapists/recreational activities officers' role. This workshop will explore a range of activity ideas for inclusion in a holistic leisure program with a focus primarily on activities that enhance social interaction and the maintenance of cognitive functioning.

Advanced Programming and Documentation Skills *(full day)*

Advanced programming and documentation skills require an indepth understanding of the programming process and the importance of meeting clients individual needs. This workshop will enable participants gain the knowledge and skills to be able to plan, implement, evaluate and document accordingly to meet specific client's diversional therapy needs.

Best Practice within Diversional Therapy *(1/4 - 1/2 day)*

This workshop will examine best practice within diversional therapy and how it can be achieved by diversional therapy departments. The role of continuous improvement in achieving best practice will be examined along with the importance of effective facilitation of activities and programs in meeting client needs. A special feature of the workshop will be the examination of three best practice areas: direct client contact including effective facilitation strategies and client motivation, accountability of client care, and professional practice.

Leisure Education *(1/4 - 1/2 day)*

In this course participants will be introduced to leisure education and its use within residential aged care. The outcomes of a well planned and implemented leisure education program will be explored along with the processes involved in the introduction of a leisure education program within a residential aged care setting.

Client Motivation and Maximising Participation *(1/4 - 1/2 day)*

This workshop will provide a comprehensive structured approach that will develop participants' knowledge and skills in the area of motivation, activity selection and enhanced client satisfaction. A special feature of the workshop will be the exploration of the links between individual assessment, motivation and a client centred approach that maximises participation in leisure and recreation programmes.

Continuous improvement projects in diversional therapy/leisure and lifestyle (1/4 - 1/2 day)

Best practice in diversional therapy requires you to continually strive to improve the standard of services you provide. Continuous improvement projects diversional therapists might initiate could include: quality of individual programs provided; review of documentation; benchmarking; professional development. This workshop will examine several case studies and initiate the design of continuous improvement projects that can be developed in the diversional therapy department at your facility.

Towards effective work groups *(1/4 - 1/2 day)*

All diversional therapists work as part of a team whether it is with other DTs or as part of the larger care team. This workshop will explore the scope of your role as a DT in aged care, how to maximise the effectiveness of your contribution for clients, colleagues and your organisation, and how to manage your own performance. Come and learn more about team building, managing professional issues, and making the most of your knowledge, skills and experience.

Are you ready? The Baby Boomers are on the way!!

During this session the speaker will explore who the Baby Boomers are, their characteristics and what activities would be suitable for this next generation of clients. The challenges and strategies for successful leisure programming will also be explored.

Documentation update *(1/4 day)*

There is no escaping from documentation! This session will provide participants with an overview of contemporary documentation practices and new thinking in the area of documentation. A highly informative session.

Duty of Care Update *(1/4 day)*

During this session the speaker will provide an update on our duty of care obligations as diversional therapists and leisure and lifestyle staff. Current and new requirements and legislation affecting our roles will be discussed and participant input will be sought

Assessment: The Key to a Client Centred Leisure Program *(1/4 day – ½ day)*

Understanding your client and the inherent characteristics of an activity are the first steps to offering a leisure program that is client centred and achieves meaningful engagement. This session will examine the fundamental principles of high quality client and activity assessment.

Activity Impact *(1/4 day – ½ day)*

One of the key ways of improving your program is through thoughtful consideration of the impact of activities on your clients. This presentation examines the evaluation of activities and of client participation and looks at ways to ensure your program has a client focus.

Motivating clients: How to create an environment of energy *(1/4 day)*

Let's not get complicated but keep programming simple and straightforward as the results will always be better. Gabrielle will explore the fundamental principles of programming – assessment, setting goals, planning and implementing activities and evaluation. When these principles are 'right' successful outcomes are ensured.

The keys to successful leisure programming *(1/4 day – ½ day)*

Let's not get complicated but keep programming simple and straightforward as the results will always be better. During this session we will explore the fundamental principles of programming – assessment, setting goals, planning and implementing activities and evaluation. When these principles are 'right' successful outcomes are ensured.

Managing risk in leisure service provision *(1/4 day – ½ day)*

This session will focus on how we can effectively manage risks within leisure programs without impinging on the rights of our clients. Many leisure and lifestyle staff have removed activities from their programs because some activities are seen as being too risky. Often this is a case of poor risk management planning rather than the activity its self being inherently risky. Case studies will be used to illustrate better practice approaches to risk management in leisure service program provision. A thought provoking and challenging session.