

OLOC STAFF NEWS

Our Lady of Consolation
Aged Care & Services

ISSUE 2

APRIL 2023



- UPDATES AT OLOC
- STAFF EVENTS
- WELLBEING

- HEALTH & WELLBEING
- CELEBRATING DIVERSITY
- SPOTLIGHT ON

- COMPETENCY REVIEW
- EDUCATION & TRAINING
- NOTICE BOARD

3	Notes from the FMM From Death to Life.
4	Staff Events Harmony Day.
5	What's New Lids4Kids.
6	Wellbeing Fill Your Own Cup.
7	Health & Wellbeing Stretching to Sleep.
8	Celebrating the Diversity of our Staff Getting To Know the OLOC Staff.
10	Update Happy Easter to Community Care.
11	Spotlight On AN-ACC Funding Model
12	Competency Review Wound Task Organiser.
15	Education & Training Code of Conduct; Work Place Health & Safety Nominations; Education Calendar.
16	Notice Board Support FMM Sisters' Projects in Indonesia and Ethiopia; Charter of Aged Care Rights; Employee Assistance Program (EAP); Public Holidays NSW 2023/2024.



From Death to Life

The beginning of April brings us to the culmination of our Lenten prayers. From Palm Sunday we begin the walk with Jesus towards his death and resurrection. Yet according to the writings of John the Evangelist, the death of Jesus is at the same time his glorification. Jesus willingly surrenders to his death on the cross for that is what he came on earth to do, for God so loved the world that He gave His only Son to die for us. *“Greater love has no man than he lay down his life for his friends.”* Jn 15:13. You and I will never have to make such a sacrifice, but we are asked to love one another, to reach out and show kindness and understanding, not necessarily an easy thing to do when we live in such close contact with one another. It is often the little things that cause us the greatest annoyance.

In spite of all the teachings of Jesus to his disciples, they were totally unprepared for his death and resurrection. They had a very different idea of what the kingdom of God might be and it only slowly dawned on them as they thought about his preaching of what their lives might be for them in the future. Some times it is similar for us! We presume what our life is going to be, but often it takes a different turn, and we are not prepared for the change.

On Easter Sunday, we have the beautiful reading of Mary Magdalene going to the tomb, only to find it empty – who has taken the body? As she searches she meets someone whom she thinks is the gardener, but when he calls her by her name, she recognises Jesus – an unexpected moment. How often have we met Jesus in the unexpected and perhaps did not realise it at the time. With this thought let our prayer for the month be: *“For I was hungry and you gave me to eat, I was frightened and you comforted me, alone and you came to see me.”* Then too like Mary, our joy will be full.



- Sr Janice



Staff Events

Harmony Day



What's New



Aussies love their milk, juice, bottled water and soft drinks which means a lot of plastic lids are going straight to landfill. That's because most small plastic lids aren't recycled.

Lids4Kids is a nationwide 100% volunteer run project that aims to rescue plastic bottle lids from landfill, recycle them into usable products to benefit both the environment and kids.

Recycled lids can be used to make prosthetic limbs for disabled children, combs, coaster, clipboards, bowls, plant pots and even bench seats.

So what can we do?

Don't throw away those lids!

You can help Lids4Kids by collecting the plastic bottle tops from milk, water and soft-drink bottles.

Wash and dry the lids and donate them into the various collection points around OLOC.

Our collection will be then sent off to be turned into a variety of great products.



For more information and to see the great products made from bottle lids go to

lids4kids.org.au

Fill Your Own Cup

You can't pour from an empty cup. You also can't help others when you're running on empty, just as much as you can't take care of yourself if you're always putting the needs of others before your own. We're hardwired to care, but sometimes we take it too far and help others at the expense of our own health and happiness.

Ironically, if you find yourself prioritising the needs of others over you own, you might be doing both yourself and the people you care about a disservice. When you're overwhelmed or exhausted, you won't be able to give people your full support. You might be there physically, but emotionally and mentally you're somewhere else.

This is why self-care is so important. It's more than just a trend and it's certainly not an indulgence. Filling your cup first helps you to be a better spouse, parent, friend, worker and member of your community.

Here's some ways you can move yourself to the top of your to do list:

Start with Sleep

If you are really pressed for time, working on your sleep habits is a good start. Getting enough sleep helps you feel your best. If you're constantly feeling tired or experiencing symptoms of sleep deprivation, see if you can make some changes.

Start the Day Your Way

What you do in the first hour of waking can set the tone for your entire day. If you throw yourself into your emails, social media or chores, there's a risk you'll be in 'reactive mode' all day, responding to the requests of others. Set time aside in the morning for something just for you, whether that its exercise, journaling or just slowing down and sipping your morning coffee.

Aim for a little and often

Self-care doesn't need to take hours out of your day. It could be as simple as a five-minute stretch or pausing each hour to take a few deep breaths of fresh air. Instead of speeding through your day hoping to relax at the end, try to take quiet moments for yourself as often as possible. Treat each day as a marathon, not a sprint.

Lean on your support network

Everyone needs support. Don't try to navigate the complexities of life on your own. Ask for help when you need it and make time to connect with people who have your back.

Do One thing a day

If you can't commit to anything else, try this one. Everyone deserves to do something they enjoy every day. Make a list of all the activities and hobbies you love and schedule 'you time' into your calendar as a non- negotiable. Even five minutes counts.



Stretching to Sleep

Meditative movements and stretching before bed can actually improve the quality and the amount you sleep. Here are some calm movements to help you get the best shut eye.

Exercise is known to reduce the amount of time it takes to fall asleep and the amount of time you spend awake at night. It can also increase your sleep time and quality. While vigorous workouts within an hour of bedtime can disrupt sleep, stretching and yoga like movements can improve your sleep quality. These types of exercises induce a relaxation response in the body, quietening the nervous system and calming hormones and physiological reactions.

Here are some movements that can be a calming transition before bed. Make sure you take slow, deep abdominal breaths with elongated exhales to strengthen the relaxation response.



Cat Cow

Come into a tabletop position, with hands under your shoulders and knees under your hips. As you inhale, drop your belly, press the chest forward and look up. Exhale, tuck the chin towards your chest and round your spine. Move between the two poses that with each inhale you come into cow and each exhale into cat. Take three to five breaths



Knee to Chest Spinal Twist

Lie on your back and pull your right knee into your chest, clasping your fingers around your shin, gently hugging your knee in to stretch your lower back and hips. Hold for three breaths and release. Move your knee across your left leg, and turn your gaze to the right for a gentle spinal twist. Hold for five breaths, release and switch sides.



Childs Pose

Start in a tabletop position, sink your hips back to your heels and settle your chest between your thighs. Your big toes should be touching and your knees should be as far apart as they need to be to allow you to breathe deeply. Walk your hands out in front of you, stretching through the arms. Allow your forehead to rest on the floor.



Box Breath

Lie on your back and rest your hands on your belly. Close your eyes and inhale through your nose for a count of four. Hold the inhale for four. Exhale fully to the count of four, making sure all of the air is out of your lungs. Hold the empty breath for a count of four. Repeat this process for three to five minutes.

Celebrating the Diversity of our Staff

We'll be getting to know you in each edition of the OLOC Staff News. It would be great if you would keep the conversation going and get to know one another a little better.

THE QUESTIONS

1. What three words would you use to describe yourself?
2. What does your average weekend look like?
3. Where is the best place you've ever travelled to?
4. What is your favourite family tradition?
5. What's on your bucket list?
6. What job would you be terrible at?

Roland
Allied Health



1. Athletic, caring and hardworking.
2. I go to the gym and sauna, do jujutsu, listen to music and watch Netflix.
3. Hamilton Island; it's very tropical, the weather is hot and there are a lot of great beaches.
4. Christmas time. My family gathers at my Aunty's place to have a barbecue and drinks.
5. I would like to travel around Europe.
6. Cooking, because I don't cook! I'm willing to learn though!

Shivani
Education



1. Quick learn, honest and straightforward.
2. I like to spend as much time as I can with my daughter and husband. I like to take her places like Flip Out or the zoo. I try to get all my household chores done on Friday to free the weekend.
3. Kashmir in India. It's known as 'Heaven on Earth.' It has high hills and a cool temperature, it's the most beautiful place.
4. Diwali. We get together with family and friends, we pray and then we party!
5. Each year on my daughter's birthday, I plan to travel to a different country. I want to show her different places all over the world.
6. Anything with an early morning start!!

Maria
St Francis CSE



1. Beautiful! I'm funny and helpful.
2. I like to spend time with my grandson, he's only a year old, so we spend time at home playing.
3. Phuket in Thailand, all of my kids and family went and it was just a great holiday.
4. Christmas and birthdays. We exchange gifts, there's always lots of food and of course, hugs and kisses!
5. I would love to travel to Europe and Japan. I really want to experience Rome.
6. Nothing! I am not afraid of a challenge and I love to learn new things.

Julie
Leisure and Lifestyle



1. Bubbly, honest and caring.
2. I spend a day with my parents playing board games and depending on the weather, I like to do some gardening.
3. The Polynesian Islands. The water is so beautiful, the beaches are clean and it is just the perfect place to get away from the world.
4. My dad organises an Easter egg hunt every Easter.
5. I haven't been in a hot air balloon yet!
6. I would be a bad surgeon because of my shakey hands, a terrible race car driver because I drive bad and a bad electrician because I can't change a lightbulb!

Crystal
St Anthony CSE



1. Helpful, smart and jolly.
2. I do my housework and go for a walk around my area.
3. Visayas in the Philippines. It's my country, it's a beautiful place overlooking the mountains.
4. Fiesta! We cook, eat, dance and sometimes dress up in gowns.
5. Travel around the world, particularly Asia.
6. I would make a terrible pet sitter because I wouldn't give them back!

FUTURE EDITIONS

If you'd like to nominate somebody to be in the magazine, talk to your manager or coordinator.

Happy Easter to Community Care

There have been lots of changes over the last few months within Community Care, and you may have heard about some of them from your Care Coordinator.

Each Care Coordinator has an Operational Manual to work from that gives us the knowledge and guidance to provide the correct care for our clients.

As care staff, you may have heard some news from your consumers about what they can and cannot have with their packages. We would like to let you know that these changes were implemented from mid-January 2023.

The new manual outlines how we are to support our clients by focusing on care and not material items.

To help your client get what they need, it is important that you listen and take note of what they are saying and report it to your care coordinator. This will help us ensure the consumer gets what they need.

You can help your care coordinator by keeping the lines of communication open to discuss anything that will assist your consumer in their day to day activities. Examples of this may be your consumer asking for more days or enquiring about exercise programs. This information is important in assisting us to provide the right care to your consumer.

Please keep in mind that every client has a budget that is individually designed for them. If they ask you for a service, please inform them that you will pass it on to your care coordinator before agreeing. This allows the care coordinator to work with the consumer, their family and their budget to achieve what they need.

Another way you can assist your care coordinator is with Care Planning. Each consumer has a care plan, and as the people working closely with your clients, your input to your Care Coordinator is very helpful in ensuring your consumers goals are met.

Thanks Guys!

Care and Services Coordinators Magda, Julie, Lilliana, Archana and Deb

As always if you would like to add anything to your education plan for this year please send me an email dcromie@oloc.com.au or give me a ring 98325416



AN-ACC Funding Model

On 1st October 2022, the Australian government introduced the new AN-ACC funding model.

The AN-ACC funding model was introduced into aged care facilities to replace the ACFI funding model. The AN-ACC model focuses on the type of service the provider gives and the needs of each resident, ensuring that aged care homes can meet the costs of caring for their residents.

Residents are classified under the AN-ACC classification system, which is determined by the individual characteristics of the resident.

There are 13 AN-ACC classes for permanent residents, including a class for palliative care. The classes determine the amount of subsidy the provider will be paid for meeting the resident's care needs.

AN-ACC Assessments

AN-ACC assessments are completed and submitted by an independent assessor provided by the department.

Assessors use the AN-ACC Assessment Tool to evaluate residents and may use a range of sources, including speaking with staff and residents, observations, resident notes and care plans. The AN-ACC Assessment tool was designed by clinical experts in health and aged care and comprises of a suite of tools that focus on the characteristics of residents that drive the cost of care such as:

- Physical ability, including pain
- Cognitive ability, including memory, communication and social skills
- Behaviour, including cooperation, agitation, wandering and aggression
- Mental health, including depression and anxiety.

Residents with existing classifications can be reclassified if there are changes in their cognitive ability, compounding factors, function, mobility or an increase in pressure sore risk.

The outcome of the assessment will determine the AN-ACC class that is assigned to the resident and the class determines the funding that will be paid to the provider for the care of the resident.

Care Minutes

Alongside with the introduction of the AN-ACC model, the Australian Government introduced mandatory care minute responsibilities. This refers to the care time that people who live in aged care services receive from registered nurses, enrolled nurses and care staff.

This ensures that there is an appropriate mix of RN's, EN's and CSE's on the floor, guaranteeing that residents receive the appropriate amount of care. The initial care minutes target is an average of 200 minutes of care per resident per day, including 40 minutes from an RN.

AN-ACC TRAINING

Training on the new AN-ACC funding model will be provided soon.

You can find more information about the AN-ACC model at www.health.gov.au/our-work/AN-ACC

NEWS

The 5th injection is now available at doctors and chemists. To have the injection, it must be 6 months since your last Covid injection and 6 months since you last had Covid 19.

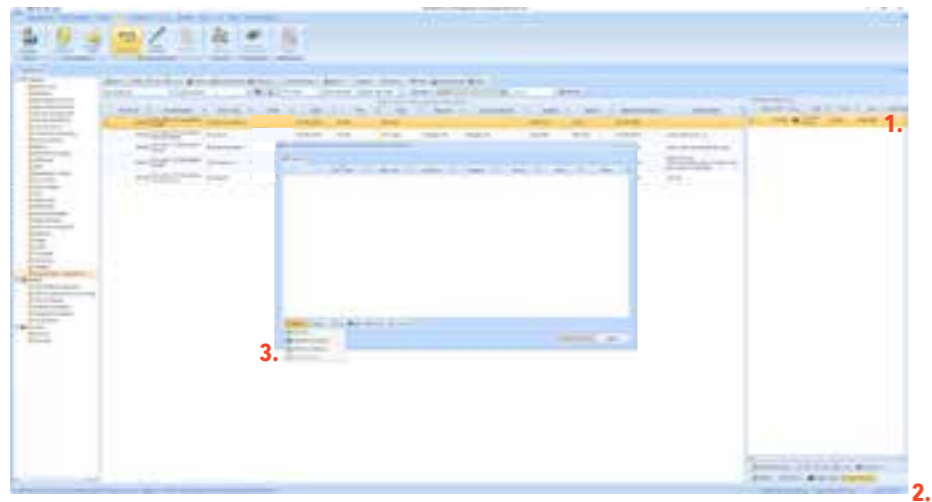
The Flu Shot Clinic will be available at OLOC soon. It is free for OLOC staff, and if you wish to get the injection, please let your Care Coordinator know so they can book you in.

Wound Task Organiser

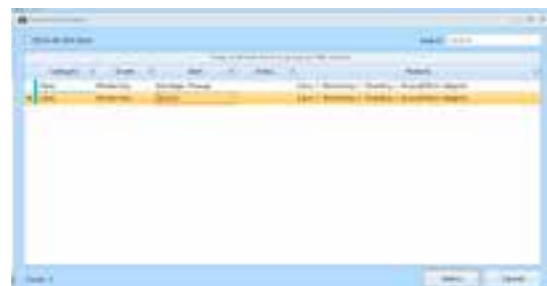
Scheduling Wound Monitoring

Click onto **Monitoring > Charting > Wounds**

1. Highlight the wound in the main screen and the right monitoring panel
2. Click 'Organiser Tasks'
3. Add > 'Add New Recurrence'



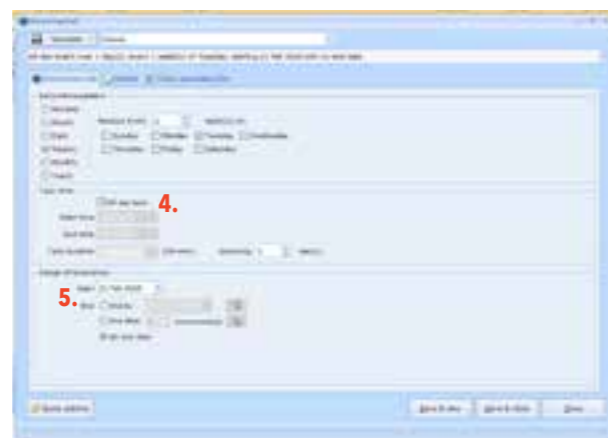
Highlight the wound
Click 'Select'



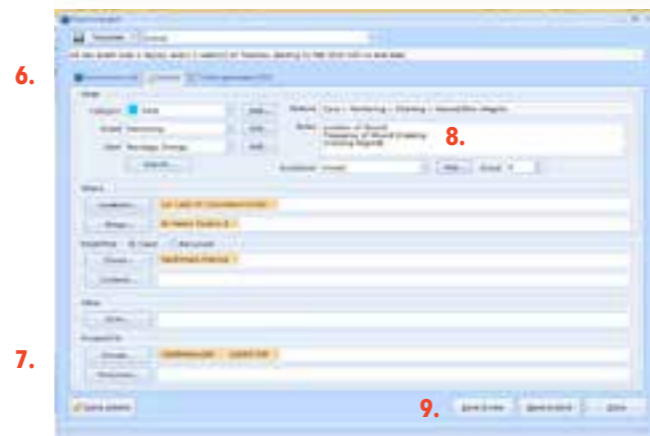
Set Recurrence Pattern

Select frequency depending on wound frequency, ie. Daily - increase or decrease the days with the up and down buttons.

4. Click 'All Day Task'
5. Set the start date as today's date



6. Click on the Details tab
7. Set 'Groups' to Caremanager and Carestaff



8. In the 'Notes' write three lines
 1. Location of the wound
 2. Frequency of wound dressing
 3. Dressing regime
9. Save and Close

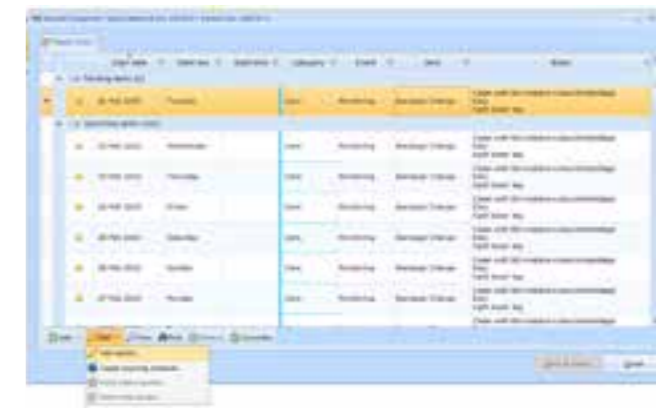
Editing Monitoring Schedule

Click onto **Monitoring > Charting > Wounds**

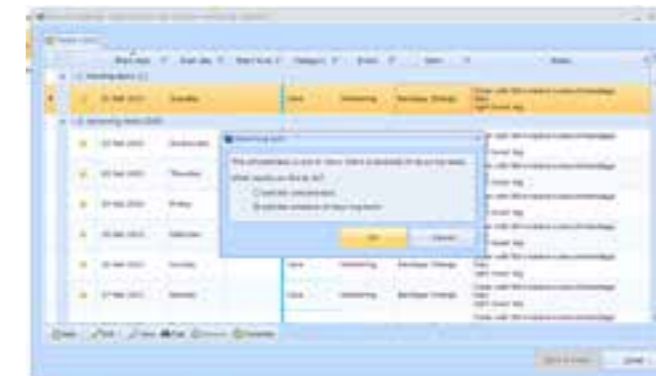
Highlight the wound in the main screen and the right monitoring panel

Click 'Organiser Tasks'

Select the top task, click 'Edit' > 'Edit Record'

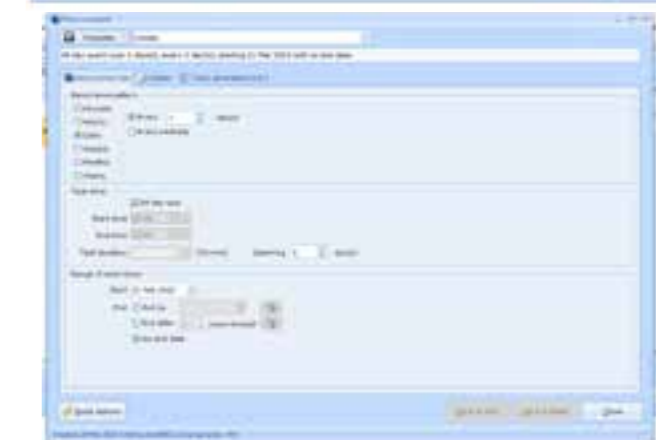


Highlight the wound, click 'Edit Schedule' to edit recurring tasks and notes



'Recurrence Rule' to edit frequency

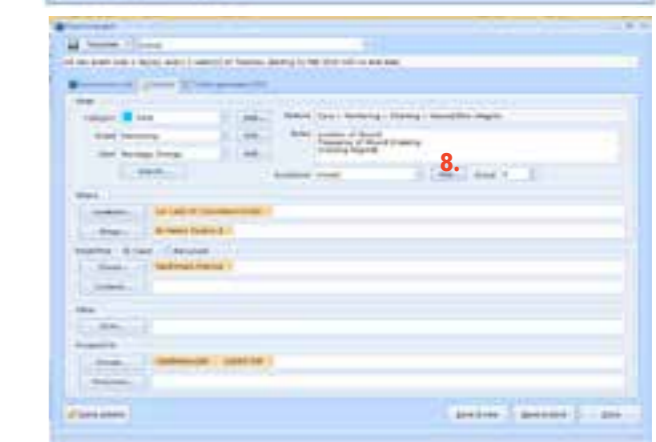
Set that day as the start date



Click on the Details tab

Edit the notes to reflect the changes

Save and Close



Completing a Wound

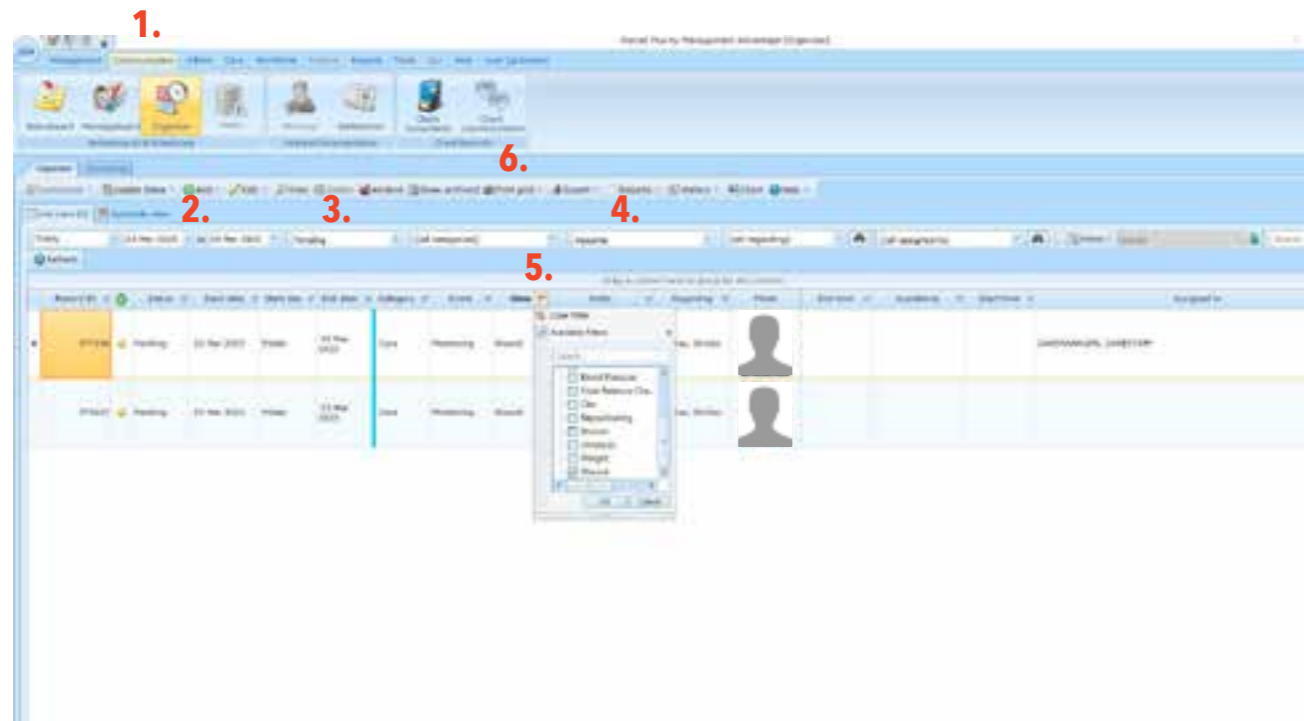
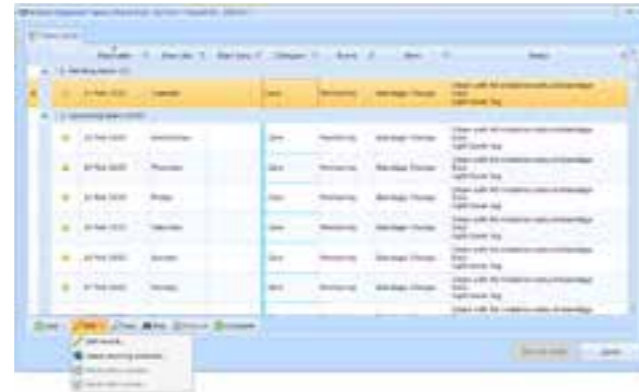
Must be completed *BEFORE* resolving or archiving a wound

Click onto **Monitoring > Charting > Wounds**

Highlight the wound in the main screen and the right monitoring panel

Click 'Organiser Tasks'

Click 'Edit' > 'Cease Recurring Schedule'



Printing Daily Schedule

1. Click onto **Communication > Organiser**

2. Set to Day

3. Change to Pending

4. Select location of unit

5. Filter to wounds - unselect all and click on wounds

Hover over the columns and squeeze the columns so that the name of the resident can be seen

6. Click print grid > print preview to ensure that all the information is on a single page and print

CODE OF CONDUCT FOR AGED CARE

- A.** Act with respect for people's rights to freedom of expression, self-determination and decision making in accordance with applicable laws and conventions.
- B.** Act in a way that treats people with dignity and respect and values their diversity.
- C.** Act with respect for the privacy of people.
- D.** Provide care, supports and services in a safe and competent manner with care and skill.
- E.** Act with integrity, honesty and transparency.
- F.** Promptly take steps to raise and act on concerns about matters that may impact the quality and safety of care, supports and services.
- G.** Provide care, supports and services free from:
 - i. all forms of violence, discrimination, exploitation, neglect and abuse and
 - ii. sexual misconduct.
- H.** Take all reasonable steps to prevent and respond to:
 - i. all forms of violence, discrimination, exploitation, neglect and abuse and
 - ii. sexual misconduct.

Work Place Health and Safety Nominations

Your work health and safety committee is looking for 2 more members.



The Work Health and Safety Committee is now looking for nominations to fulfil the role for 2 x Nursing Home Staff Representatives.

If you are interested, please contact Peter Squire on 9832 5406.

EDUCATION CALENDAR

MAY 2023

TUESDAY 2ND	WMG Meeting
THURSDAY 4TH	Orientation Day 1
FRIDAY 5TH	Orientation Day 2
WEDNESDAY 10TH	St Josephs Staff Meeting St Helens Staff Meeting
MONDAY 15TH	Nursing Home Block Training
TUESDAY 16TH	WMG Meeting Alverna Staff Meeting
FRIDAY 19TH	St Francis Fire Safety
WEDNESDAY 25TH	St Anthony Staff Meeting
THURSDAY 25TH	Nursing Home RN Meeting
MONDAY 29TH	Hostel Block Training
TUESDAY 30TH	WMG Meeting

JUNE 2023

FRIDAY 2ND	Alverna Fire Safety
WEDNESDAY 7TH	Nursing Home Block Training
TUESDAY 13TH	WMG Meeting
WEDNESDAY 14TH	St Joseph Staff Meeting St Helens Staff Meeting
FRIDAY 16TH	St Josephs Fire Safety
TUESDAY 20TH	Alverna Staff Meeting
WEDNESDAY 21ST	St Francis Staff Meeting Hostel Block Training
THURSDAY 22ND	Nursing Home RN Meeting
TUESDAY 27TH	WMG Meeting Wellness Fire Safety
WEDNESDAY 28TH	St Anthony Staff Meeting

Notice Board

SUPPORT FMM SISTERS' PROJECTS IN INDONESIA AND ETHIOPIA

Please speak to your manager or payroll officer to complete a Fortnightly Payroll Deduction Form to assist the FMM Sisters in providing HIV/AIDS Education in Ethiopia.



CHARTER OF AGED CARE RIGHTS

I have the right to:

1. safe and high quality care and services
2. be treated with dignity and respect
3. have my identity, culture and diversity valued and supported
4. live without abuse and neglect
5. be informed about my care and services in a way I understand
6. access all information about myself, including information about my rights, care and services
7. have control over and make choices about my care, and personal and social life, including where the choices involve personal risk
8. have control over, and make decisions about, the personal aspects of my daily life, financial affairs and possessions
9. my independence
10. be listened to and understood
11. have a person of my choice, including an aged care advocate, support me or speak on my behalf
12. complain free from reprisal, and to have my complaints dealt with fairly and promptly
13. personal privacy and to have my personal information protected
14. exercise my rights without it adversely affecting the way I am treated

CHARTER OF AGED CARE RIGHTS 1ST JULY 2019

EMPLOYEE ASSISTANCE PROGRAM (EAP)

ACCESS Programs have been engaged by OLOC to provide an Employee Assistance Program for staff members. They provide confidential, professional and free counselling for work related, family and personal problems. Through access to qualified counsellors, our staff have the opportunity to identify problems and find the best way to resolve them. You can contact ACCESS to make a confidential appointment on: **1800 818 728**.

PUBLIC HOLIDAYS NSW 2023/2024

Good Friday

Friday 7th April 2023

Easter Sunday

Sunday 9th April 2023

Easter Monday

Monday 10th April 2023

Anzac Day

Tuesday 25th April 2023

King's Birthday

Monday 12th June 2023

Labour Day

Monday 2nd October 2023

Christmas Day

Monday 25th December 2023

Boxing Day

Tuesday 26th December 2023

New Years Day

Monday 1st January 2024
