



## OCTOBER MEMBER'S DAY

### HOME CARE PACKAGES MASTER CLASS



This Member's Only APNS Event will aim to help you:

- Get a comprehensive overview of the key elements of operating Home Care Packages
- Understand some of the key business decisions to be made to ensure success
- Get an overview of the legislative responsibilities & standards compliance required
- Put in place best practice clinical governance and care systems to minimise risk
- Talk to other members & Australia's foremost expert in all things home care about HCP experiences.

#### WHEN:

**Monday 23rd October 2017 (9am—3pm)**

#### VENUE:

**Stamford Plaza Sydney Airport** – Cnr Robey and O'Riordan Street MASCOT NSW  
Web [www.stamford.com.au/ssa](http://www.stamford.com.au/ssa)

#### COST:

**\$190.00 per delegate, \$160 for additional delegates from the one organisation**  
(includes takeaway USB full of resources; morning tea /lunch / afternoon tea).

#### REGISTRATION:

Registrations close: **13 October 2017**. Payment can be made by Electronic Funds Transfer:

**Account:** Association of Private Nursing Services **BSB:** 082 201 **A/C:** 58 6267377

In the reference please enter: **Business Name** and email remittance and registration form to:  
[sue@subee.com.au](mailto:sue@subee.com.au)

**To confirm your attendance or for more information contact:**

**Sue Beehag , Member's Day Coordinator and Committee Member on 0409 300 158**



# Member's Day—Sydney

## Home Care Packages Master Class

### ABOUT THE PRESENTER

Lorraine Poulos, a Registered Nurse and the facilitator for the day, will provide you with guidance and advice about how to meet business and legislative requirements for Home Care Packages & community care business operations. Many APNS members can attest to the quality of the training and the vast amount of knowledge that Lorraine imparts at every session she delivers. Delegates will leave with a USB full of essential resources and information.

### PROGRAM

9am	<b>Delivering Home Care Packages</b>	<ul style="list-style-type: none"> <li>◆ Responsibilities of Case Managers or Coordinators in meeting and monitoring occupancy targets</li> <li>◆ Awareness and tracking of day to day data and information for Managers</li> <li>◆ Review of processes that may not be adding 'value' to your service</li> <li>◆ Meeting the requirements of individualised budgets</li> <li>◆ Improving outputs and outcomes</li> </ul>
10am	<b>HCP referrals</b>	Understanding the ACAT assessment process
10.30am	Morning Tea	
10.45am	<b>Assessing Business Risks</b>	Planning to ensure financial and operational success—Overview of the operational and financial changes needed to survive and prosper. Practical examples of strategies to consider implementing for quality and sustainability.
11.30	<b>Home Care Common Standards</b>	Overview - Your Home Care Common Standards responsibilities.
12noon	Lunch	
12.30pm	<b>APNS - AGM</b>	Participate in making the APNS an effective organisation for you.
12.50pm	<b>Clinical Governance and Care</b>	<p>Recommendations for the structures, processes and systems to provide effective clinical care.</p> <ul style="list-style-type: none"> <li>● What is clinical governance?</li> <li>● How does clinical governance protect your organisation?</li> <li>● Implementing best practice processes</li> <li>● Quality documentation</li> <li>● Risk management</li> <li>● Case conferencing</li> <li>● Common clinical care (wound care, medications, continence issues)</li> </ul>
2pm	Afternoon Tea	
2.15pm	<b>Q&amp;A Session</b>	Interactive group discussion with delegates- convened by Lorraine.
3pm	<b>Wrap Up</b>	