



AGED CARE INDUSTRY  
ASSOCIATION

Unit 5, 259 Glen Osmond Road, Frewville SA 5063  
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## ONLINE

# UTILISING THE MY AGED CARE PORTAL

**Date:** Tuesday 27 August 2024

**Time:** 1pm to 2.30pm SA, NT | 1.30pm to 3pm VIC, NSW, TAS, ACT, QLD | 11.30am to 1pm WA

**Audience:** Staff working in aged care services who utilise the My Aged Care service provider portal as part of their work. It focusses on the key functions related to the team leader and staff member roles within the service provider portal.

Utilising the My Aged Care portal effectively - what is required and how to make it easy!

The training is intended for staff who are new to the My Aged Care provider portal and those who would like a refresher about key functions and responsibilities. No prerequisite training is required.

### About the webinar:

This webinar will focus on how aged care staff can utilise the My Aged Care service provider portal to streamline their work and enhance continuity of care for their clients.

This will include information about:

- Service provider responsibilities
- How to access and utilise relevant consumer information to guide your work
- Utilising the Support Plan to create a service specific Goal Directed Care Plan (GDGP)
- Reducing duplication and improve efficiency for clients, carers and staff
- Sharing information via My Aged Care

The session will include a combination of information delivery, examples and interactive discussion. Participants will also have the opportunity to ask questions, discuss their experience and seek feedback from the facilitator and other group members.

### Presented by:

Kate Pascale and Associates (KPA) - a consultancy firm specialising in supporting health and community services to build their capacity to deliver the right care at the right time in the right place.

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Email registration form to [enquiry@acia.asn.au](mailto:enquiry@acia.asn.au)

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Member - \$185 per person (Inc GST)       Non-Member - \$230 per person (Inc GST)

\* For a booking of 4 or more people, non-members will receive a 10% discount

Name: \_\_\_\_\_

Organisation: \_\_\_\_\_

Address: \_\_\_\_\_

Position: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

\* Email address of **participant** is required for the online link

## Payment Details

Credit Card\*     Visa Card\*     Master Card\*    \* Card payments attract a 1.5% surcharge

Card No: \_ \_ \_ \_ \_    \_ \_ \_ \_ \_    \_ \_ \_ \_ \_    \_ \_ \_ \_ \_    Expiry: \_ \_ / \_ \_

Cardholders Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Invoice for EFT Payment

## Terms and Conditions

**Please note this registration is not an invoice. Aged Care Industry Association (ACIA) will forward a confirmation upon receipt of this registration.** Bookings must be made prior to the workshop using the registration form provided and emailed to ACIA.

**Course cancellations:** ACIA reserves the right to cancel events if sufficient numbers are not achieved. In the case of a cancellation by ACIA all registration fees will be refunded in full.

**Registration transfer or cancellation:** Notification of cancellation or transfer of registration must be by email to [enquiry@acia.asn.au](mailto:enquiry@acia.asn.au). No refund is available for any cancellations received five working days or less prior to the start date, however a substitute delegate is welcome. Please notify ACIA of any substitution as soon as possible. **No refund or transfer will be given for non-attendance.**

Sessions are live and no recording will be permitted or provided (unless specified).

By completing this registration form you agree to ACIA sending training updates to you.

**DISCLAIMER:** The advice and views of speakers and the content of presentations are entirely and exclusively the views of the speakers and do not necessarily reflect the views of ACIA. ACIA disclaims all liability in relation to actions taken in response to information presented by speakers.