

# MNCLHD My Health Learning Mandatory

## Training Update



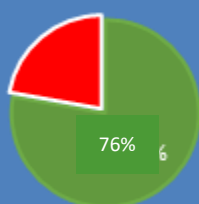
MY HEALTH  
LEARNING

May 2021

### MNCLHD Mandatory Training Compliance

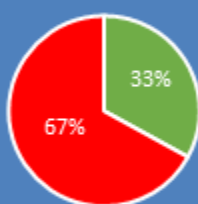
Current compliance rate at 31<sup>st</sup> April 2021 is approximately 76% across all staff and all training requirements.

Compliance All staff



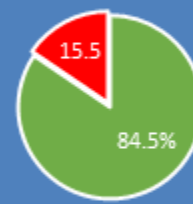
Completed Incomplete

Compliance Medical Staff



Completed Incomplete

Compliance CORE Training



Completed Incomplete

### NEW Mandatory Training Targeting

The Mandatory Training Standing Committee (MTSC) has endorsed the following **new mandatory training**:

- **Smoking Cessation: Brief Intervention in Oral Health Settings (Course code: 365368415)**

Targeting has been updated to include the follow staff categories:

ANZSCO	Occupation	ANZSCO	Occupation
252311	Dental Specialist	411212	Dental Prosthetist
252312	Dentist	423211	Dental Assistant
411211	Dental Hygienist	411214	Dental Therapist or Oral Health Therapist

This new module will activated on **11 June 2021**. Existing staff must complete the training within 3 months of targeting, **regardless** of their previous completion status against the superseded Smoking Cessation: Brief Intervention at the Chairside module. New staff must complete during orientation (within 4 weeks).

The Mandatory Training Standing Committee has endorsed three new eLearning modules to **replace** four existing modules. Targeting to commence on 28<sup>th</sup> May

- **Be Aware for Personal Safety (course code 276247273)**
- **Privacy – It's Yours to Keep (course code 326771159)**
- **Work Health and Safety and Hazardous Manual Tasks (course code 326771497)**

**New staff**, except some Medical Officers will be targeted to the new modules from **28 May 2021** and need to complete the training within the timeframes indicated in the table below.

**Existing staff** who have completed the original modules do not need to repeat the new training. For *Work Health and Safety and Hazardous Manual Tasks*, existing staff who have not completed both original modules will need to complete the new module.

The duration of each new module is up to 15 minutes.

The frequency for each module is once only.



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## Mandatory Training Targeting Updates

The Mandatory Training Standing Committee (MTSC) has endorsed expanding targeting to **Perinatal Safety Education**

### **Newly Endorsed Targeting:**

All midwives, obstetricians and obstetric medical trainees must now be targeted to the training. Those staff who are not captured through the state-wide ANZSCO targeting must be locally identified and targeted.

Those in scope for targeting include:

- Clinical Leads for Obstetrics
- Heads of Department for Obstetrics
- Visiting Medical Officers – Obstetrics
- GP Obstetricians
- Clinical Midwife Consultants
- Clinical Midwifery Educators
- Midwifery Educators
- Clinical Nurse Educators who are also Midwives
- Midwifery Managers
- Midwifery Unit Managers

**If you require any further advice on Perinatal Safety Targeting, contact MNCLHD-  
myhealthlearning@health.nsw.gov.au**

### My Health Learning Quick Tips

#### **How to Search the MHL Catalogue**

Log into My Health Learning

Move mouse over 'Catalogue' Menu

Click 'Search'.

You can search for any course in the Catalogue Search page, using the different options available. Search by Keyword, course code, delivery method or category.

If the course is within your 'My Current Learning' page, click the course name to view more details and dates.

**Troubleshooting** – if you are having difficulty playing a module, system glitches and completions not recording, it is likely a browser related issue. [Click here](#) to review common browser checks to complete on your workstation.

**Help feature and Sara Request** – [click here](#) to view MHL Help & Frequently Asked Questions as well as how to complete a SARA request for MHL tech issues.

**How to run a report in Manager Role** – [click here](#) to access the Manager Quick Reference Guide

Further documents, templates and information can be found [here](#).

### Mandatory Training Opportunities

**Click on the links below to enrol into required training.**

- [MNCLHD Combined Fetal & Maternal Safety Program](#)  
For all Obstetrics and Maternity Staff.
- [MNCLHD Respecting the Difference Cultural Awareness Training](#)  
Opportunities in Port Macquarie and Coffs Harbour.
- [Child Protection Targeted Training](#)  
New Face to Face Classrooms added
- [Between the Flags - Tier 2 workshop \(PAEDIATRIC - DETECT junior\) - Nursing and Medical](#)  
Pre-requisites modules apply
- [Violence Prevention - Personal Safety](#)  
Pre-Requisite Module - Violence Prevention and Management - An Introduction to Legal and Ethical Issues (39964595) must be completed before you can enrol.
- [Violence Prevention – Team Restraint \(Mental Health & Designated Staff\)](#)  
Pre-Requisite Face To face workshop – Violence Prevention – Personal Safety must be completed before you can enrol.

*If you are unsure what mandatory training is required, log into [My Health Learning](#) and select 'Home' or 'My Current Learning'. Please discuss all enrolments with your direct line manager.*

## **Contact the My Health Learning Administrator:**

If you are having technical difficulties, [Click here to 'Create an Incident'](#) in SARA. Your request will be triaged and actioned by the LMS Administrator as soon as possible.

For all other enquiries please email: [MNCLHD-MyHealthLearning@health.nsw.gov.au](mailto:MNCLHD-MyHealthLearning@health.nsw.gov.au)



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