

Customised Train the Coach Course

The **Train the Coach (Manual Tasks)** is a competency based course for workers in the health care sector. The course is designed to skill a worker in common transfers which are likely to occur in health care environment and to enable the worker to provide one on one coaching. The Occupational Safety and Health Act and the Code of Practice Manual Tasks and its risk management process are embedded within the theoretical elements of this course. The course also includes developing skills in manual tasks assessment and problem solving.

Who should attend this course?

This course is for support workers, carers, therapists, manual tasks trainers, nurses and anyone who works in the people handling sector, including aged care, acute care, disability, education and community services and is willing to take on the role of being a coach to their fellow employees.

What will I learn?

The course content includes:

- The requirements of the Code of Practice Manual Tasks, WA, 2010
- A strong emphasis on the risk management process, including several tasks around risk assessment
- The extensive range of manual tasks equipment available to assist with people handling
- Coaching and modelling of self protective behaviours
- Skills in observing employee performance of manual tasks and provide motivating corrective feedback

For the practical component, each course is customised to the transfers that occur in the setting. The practical component will include the transfers taught as part of orientation and induction for the organisation. Transfers and situations with greater complexity and variability will be covered to enable the Manual Tasks Coach to problem solve within the hierarchy of control.

How long is the course?

The length of this course is dependent upon the breadth of manual tasks risks and environments for the organisation and desirability of an accredited course. Course length will vary between 2.5 and 4 days.

Course Pre-Requisite:

In order to give employees the best chance to gain competency in this course, the employee should be able to:

- Semi squat, keeping heels on the ground
- Kneel on the ground and return to standing without assistance - i.e. needing to lean on the ground or equipment
- Lift a load of 6 kg
- Be able to talk whilst walking briskly

In addition, an overall willingness to learn, ability to problem solve, apply policies and procedures, complete risk assessment forms and mentor colleagues will assist in incorporating the learning material on the course.

Course Assessments:

- Written Occupational Health and Safety assessment
- Completion of Code of Practice Risk Assessment Form
- Perform a triple demonstration of a learnt transfer
- Peer assessment of a learnt transfer

