



## Personal Care Training

# We acknowledge the Traditional Owners of the land

**Breakaway is located on Darkinjung country, which extends from the Hawkesbury River in the south, to Lake Macquarie in the north, from The McDonald River and Wollombi up to Mt Yengo in the west, to the Pacific Ocean in the east, and we wish to acknowledge them as Traditional Owners.**

**We would also like to pay our respects to their Elders, past and present, and to Aboriginal Elders of all nations.**

## By completing this training session you will

- Understand of the importance of infection control and personal protection.
- Be aware of the importance of maintaining self-care regime and the benefits of doing so.
- Achieve a basic familiarity of the principles for moving people and objects.
- Review various methods of moving a person with a disability.

**This online training should take approximately  
40 minutes to complete**

## Our Mission Statement

**Camp Breakaway is a non-profit, charitable organization committed to enhancing the lives of all people with a disability, at the same time allowing respite for families and carers**

**Please take the time to read this  
important document**

**Link to NDIS Code of Conduct**

<https://www.nwss.org.au/support/wp-content/uploads/NDIS-Code-of-Conduct.pdf>

## What is Personal Care?

**Personal care is the daily or regular assistance of a person with a disability, such as showering and grooming, or taking regular medication, or assisting with frequent daily functions, including mobility, preparing meals and eating and drinking, and toileting, tailored to the individual, and enabling the person to maintain dignity, choice and the maximum level of independent living.**

## Why is Personal Care important?

**Personal care builds trust and reduces anxiety  
or resulting aggression  
as it makes guests feel at ease  
and allows maximum independence  
and self-determination.**

## Consequences of a Disability

**Disability at any age brings about profound changes to lifestyle and attitudes, and requires any number of adjustments physically, psychologically, emotionally and socially.**



## Consequences of a Disability

### PHYSICAL

**Physical disabilities vary widely, but all have the effect of putting limitations on the person with the disability, such as:**

- **Loss of independence**
- **Loss of control of Life**
- **Loss of mobility**
- **Pain**
- **Early death**

## Consequences of a Disability

### PSYCHOLOGICAL

Disabilities can affect how a person views themselves, and plays a part in how hard that person will work to manage their disability, or in channelling their world view in healthy directions, because of issues such as:

- Fear
- Resentment
- Anger
- Feeling the need to comply
- Depression

## Consequences of a Disability

### EMOTIONAL

How a person deals with the realities of their situation plays a part in living life to the fullest, even with limitations by breaking through barriers such as:

- Loss of self esteem
- Loss of confidence
- Effect of prejudice
- Sexual identity ignored
- Altered body image

## Consequences of a Disability

### **SOCIAL**

**Disabilities can affect how a person is viewed by community, and sometimes even family and friends. This can sometimes result in:**

- **Only basic education available**
- **Limited work opportunities**
- **Reduced financial means**
- **Limited social contacts**

## Consequences of a Disability

**However, most people with a disability manage to be happy and enjoy whatever opportunities life has to offer them.**

**For example: a Breakaway camp!**

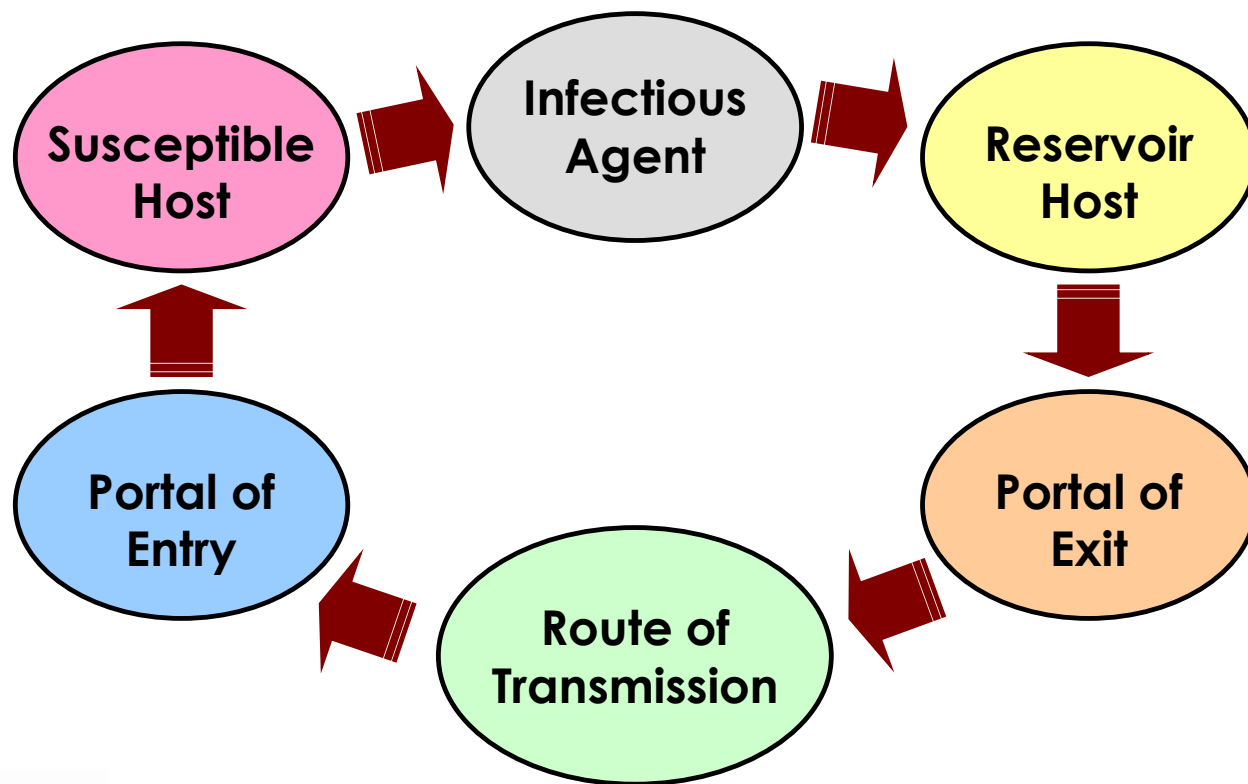
## What is infection control?

**Identifying and reducing the risk of infections developing or spreading.**

**Breakaway is committed to ensuring the health, safety and well-being of workers and guests and provides appropriate training, facilities and equipment in compliance with safe practices to reduce the risk of infections.**

**Your health and well-being while volunteering at Breakaway rest on a few simple actions you can take while performing a variety of daily tasks.**

## The Chain of Infection



## The Chain of Infection Explained



**A pathogen MUST be present**

*NOTE: A pathogen is any agent that causes disease: a bacterium, virus, fungus, or other microorganism.*

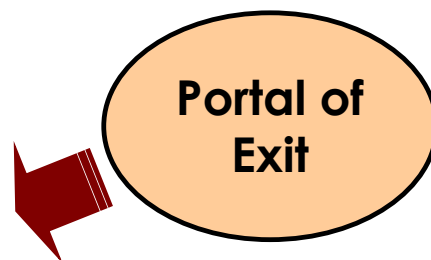


## The Chain of Infection Explained



The pathogen **MUST** have a place to live and grow.  
For example: in the human body.

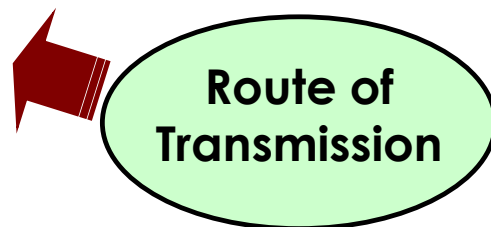
## The Chain of Infection Explained



The pathogen **MUST** be able to escape from the Reservoir Host where it has been living and growing.

Examples of Portals of Exit are: blood, urine, faeces, breaks in the skin, wound drainage, reproductive fluids.

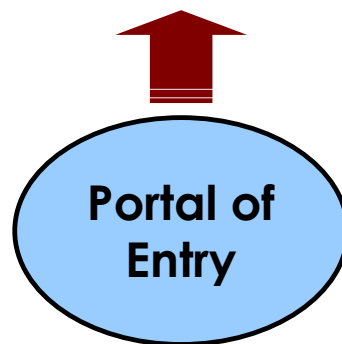
## The Chain of Infection Explained



The pathogen **MUST** have a way of being transmitted to a new host.

Examples of Routes of Transmission are the air, food, secretions and direct contact with the infected person.

## The Chain of Infection Explained



The pathogen **MUST** have a way to enter the new host.

Examples of Portals of Exit are the mouth, nostrils, breaks in the skin, etc..

## The Chain of Infection Explained



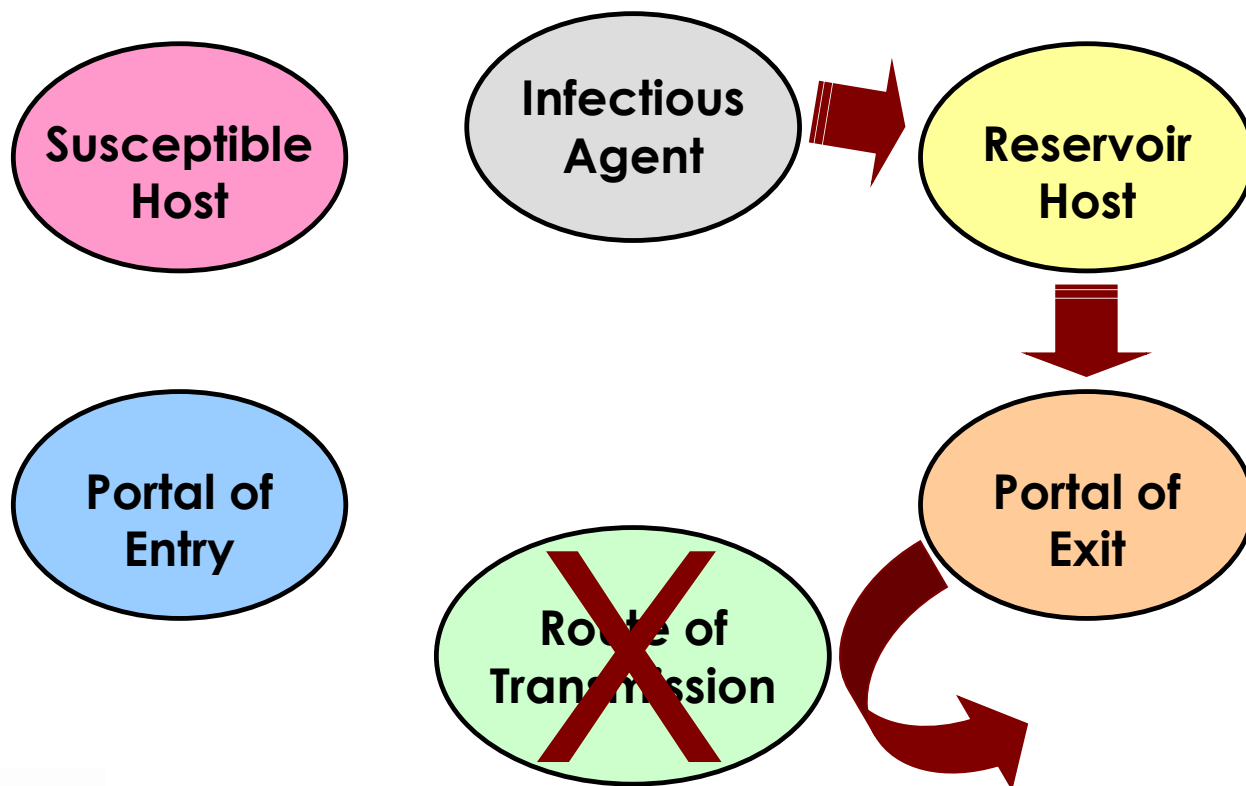
**An individual who does not have adequate resistance to the invading pathogen.**

## Infection may be transmitted

- Client to Client
- Client to Volunteer
- Volunteer to Client
- Volunteer to Volunteer

**YOUR KEY ROLE IN PROTECTING YOURSELF AND OTHERS IS TO BREAK THE CHAIN OF INFECTION AT THE 'ROUTE OF TRANSMISSION'.**

## Breaking the Chain of Infection



## Standards Procedures in Breaking the Chain of Infection

**Hand washing**

**Use of Personal Protection Equipment (PPE)**

**Appropriate handling of guest care equipment and soiled linen**

**Prevention of needle-stick/sharps injuries**

**Environmental cleaning and spills management**

**Appropriate handling of waste**



## Hand washing

**Proper hand washing is the single most important way to prevent and reduce infections.**

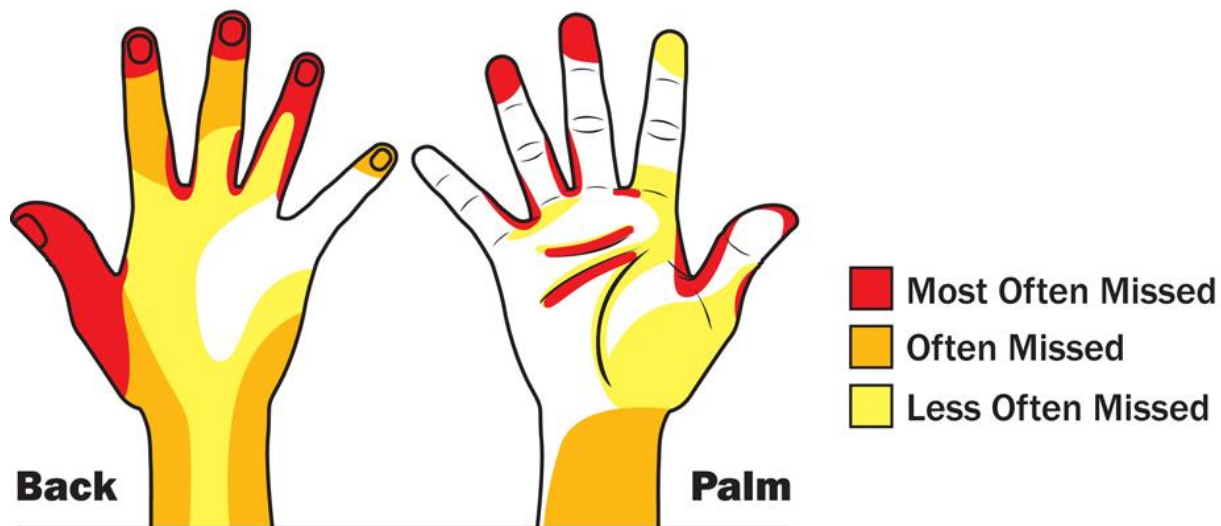
**Wash and rinse hands vigorously using warm water for 15 to 20 seconds.**

**Use a paper towel to turn off the faucet.**

### **Hands should be washed:**

- **Before and after guest contact.**
- **Before putting gloves on, and after taking them off.**
- **After touching blood and body substances, broken skin, or mucus membranes.**
- **Between different procedures on the same guest.**

## Areas of Hands Most Frequently Missed during Hand Washing



## Hand washing technique



## Use of Personal Protection Equipment (PPE)

**Use appropriate PPE in situations that could cause contamination of yourself or others**

**For example, use clean, disposable latex gloves when handling blood, body fluids, secretions, excretions, contaminated items, mucus membranes and broken skin.**

**Remove gloves promptly after use, before touching non-contaminated items, and before touching another guest.**

**Wash hands immediately after removing gloves.**

## **Appropriate handling of guest care equipment (GCE) and soiled linen**

**Handle used/soiled GCE and linen carefully to prevent exposure to any contamination that could be transferred to yourself or other guests.**

**Reusable GCE should be properly cleaned before use by another guest.**

**Single use items should be discarded appropriately.**

**Wear appropriate PPE, and wash hands immediately after use.**

## Prevention of needle-stick/sharps injuries

**Extreme caution should be exercised in the event that an inappropriately discarded needle or sharp is found.**

**Sharps containers are available in the Nurses Room**

**Single use gloves and eye protection should be worn, and tongs should be used to pick up the sharp from the middle with the sharp end pointed away from yourself, and the sharp placed in the sharps container sharp end down.**

**Sharps containers must not be placed in normal waste disposal.**

## Environmental cleaning and spills management

All spills should be immediately reported to a staff member.

Standard cleaning equipment, including a mop, cleaning bucket and cleaning agents, as per list:

**GREEN** for kitchen use only (located kitchen)

**BLUE** General Cleaning\*

**YELLOW** Infectious Fluids\*

**RED** Bathrooms & Toilets\*

\*located in roller shutter

## Environmental cleaning and spills management (cont.)

**Blood and body fluid/substance spills should be dealt with as soon as possible.**

**PPE should be used for all cleaning procedures, and disposed of or sent for cleaning after use. Hands should be washed and dried after cleaning.**

**Cleaning equipment, especially mop heads, should be sent for cleaning after use.**



## Appropriate handling of waste

**Handle human and other (blood, etc.) waste carefully to prevent exposure to any contamination that could be transferred to yourself or other guests.**

**Contamination bins are located in each cabin and toilet. Human and other waste in these bins should be bagged and disposed of via the central contaminated waste bins.**

**Wear appropriate PPE, and wash hands immediately after use.**

**Female sanitary bins are located in each toilet, and are serviced by an external contractor.**

## Principles of Universal Control

### Infection Control should be Universal

**This means that the same precautions are applied to:**

- All infectious micro-organisms
- All body fluids
- All volunteers and guests

**The Aims of Infection Control are:**

- To prevent contact with body fluids
- To minimise exposure when accidental contact occurs

## Some other Helpful Infection Control Measures

- Ensure campers use only their **own personal items** and their colour coded towels, mugs, etc.
- Leave bathrooms clean and tidy and **as dry as possible**.
- **Cover your mouth and nose** when you cough or sneeze.
- Dispose of tissues and **wash your hands** after coughing, sneezing or blowing your nose.

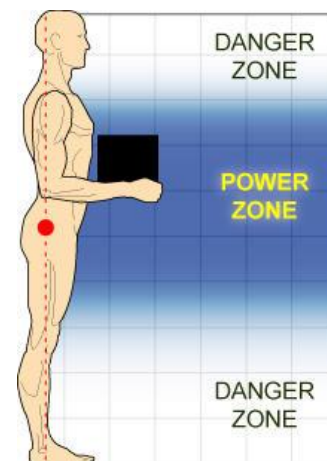
## Caring For Your Back

**In Australia, back pain is the leading cause of work loss days, which costs Australia around \$4.8 billion each year for health care.\***

**On any given day in Australia, one quarter of the population is suffering back pain, and nearly 80 per cent of adult Australians will experience back pain some time during their lives.**

**This is often the result of poor lifting techniques.**

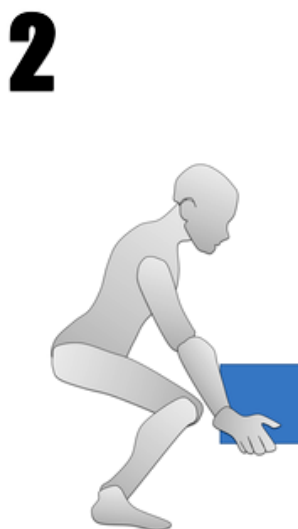
\* *Source: Prof. Tim Driscoll, et.al., Annals of the Rheumatic Diseases, University of Sydney (2010)*



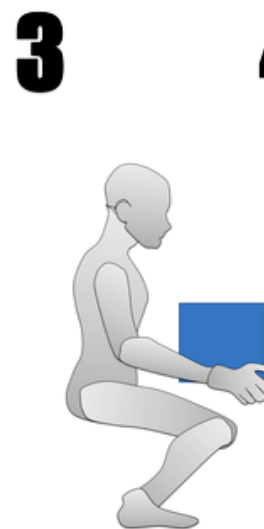
## HOW TO LIFT



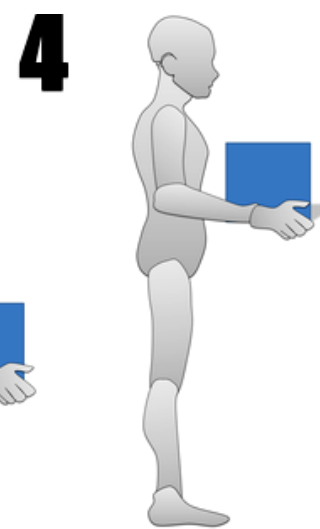
- Get close to the object
- Gloves may improve grip
- Ensure loads are lightweight
- Avoid lifting from the floor



- Bend at the waist
- Use both hands
- Have a good grip



- Keep close to body
- Push up with legs
- Use forearms & thighs to rest load



- Get help, if needed
- Keep it tucked in
- Pivot with your feet, not your back

## Principles of Moving Weight

1. **Plan and prepare: how many people and what equipment is needed.**
2. **Clear the area you are moving through and to.**
3. **Keep weight close to your body.**
4. **Use your hips and legs not your back to take weight.**
5. **Minimise reaching and leaning during the lift.**
6. **Use a wide base for support - *Feet Apart*.**

Continued ➔

## Principles of Moving Weight

7. **Ensure everyone is in the right position before you move.**
8. **Coordinate with a count - “1,2,3, Lift.”**
9. ***Maintain good posture - a straight back and brace with your abdominal muscles.***
10. ***Pivot on your feet- do not twist your back.***
11. ***Use smooth movements - do not jerk the load upwards.***
12. **Always get help when you need it.**
13. **Use available lifting equipment - *know what is available.***

## Learning to Move People

**PRACTICAL EXERCISES** - *See following slides* ➔

- **Using slings.**
- **Lifters (sometimes called 'hoists')**
- **Using beds including emergency removal from beds.**
- **Mobile baths.**
- **Shower chairs.**
- **Wheelchairs.**



## Using Slings



## Using lifters



## Using Beds



## Using Mobile Baths



## Using Shower Chairs



## Using Wheelchairs



## Please note:

**You will receive practical instruction in procedures for use of the foregoing equipment when you attend your Breakaway camp**

### **INCLUDING**

**Hands-on practice with each item of equipment.**



**Thank you for  
completing this  
online training  
session.**

**Any Questions?**  
*(See following page)*





## For more information

Please visit our website @

[www.breakaway.org.au](http://www.breakaway.org.au)

or visit Facebook @

<https://www.facebook.com/campbreakaway>

or contact Breakaway on

**(02) 4390 7624**

***Please continue to next slide*** 

## **Please exit 'Slide Show' mode now**

**Enter your details on the following slide to certify that you have completed this training module.**

**Then print out the completed slide, sign it, and deliver or send it to Breakaway.**

**We will use this information to update your volunteer record in our database to show that you have completed this training module.**

**This completed form is the only evidence that the module has been completed that Breakaway is able to accept.**

## Certification of completion of Module #1: Personal Care training session

**I have read and understand the Camp Breakaway Module 1  
& agree to abide by the principles as outlined in this module.**

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

**Date Completed:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

Please print out this completed form, sign it, and either deliver or send it to Breakaway.

We will use this information to update your volunteer record in our database to show that you have completed this training module.