

Working Words in Aged Care



Working Words in Aged Care is a vocabulary booklet designed for people working in aged care.

It covers vocabulary for:

- Care and assistance
- Moving
- Food
- Personal hygiene
- Social
- Behaviour
- Medical.

It also has sections covering:

- abbreviations and
- useful phrases.

Key Features

- The resource:
 - provides correct spelling
 - contains useful, specific terms
 - comes in a plastic pocket for protection.
- It is a flexible resource that can be used when:
 - completing notes and documentation
 - writing reports
 - reading notes and reports
 - describing work
 - undertaking training.
- Users can add definitions or translations of terms.
- Develops confidence in using a wide range of vocabulary when completing documentation.
- Extra space is provided for adding abbreviations and words.

Organisational Uses

While the booklet provides correct spelling and word choices, it is important that it sits within a larger training plan. This can happen in a number of ways.

- The booklet can be introduced as part of an induction program for new employees.
- The booklet can be used as part of on-going education programs, including refresher courses, communication and documentation training and staff meeting discussions.
- Individuals can be guided in its use by a colleague in a one to one coaching/mentoring situation.
- Small groups can meet to review the booklet's content to ensure its relevance for the facility.

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