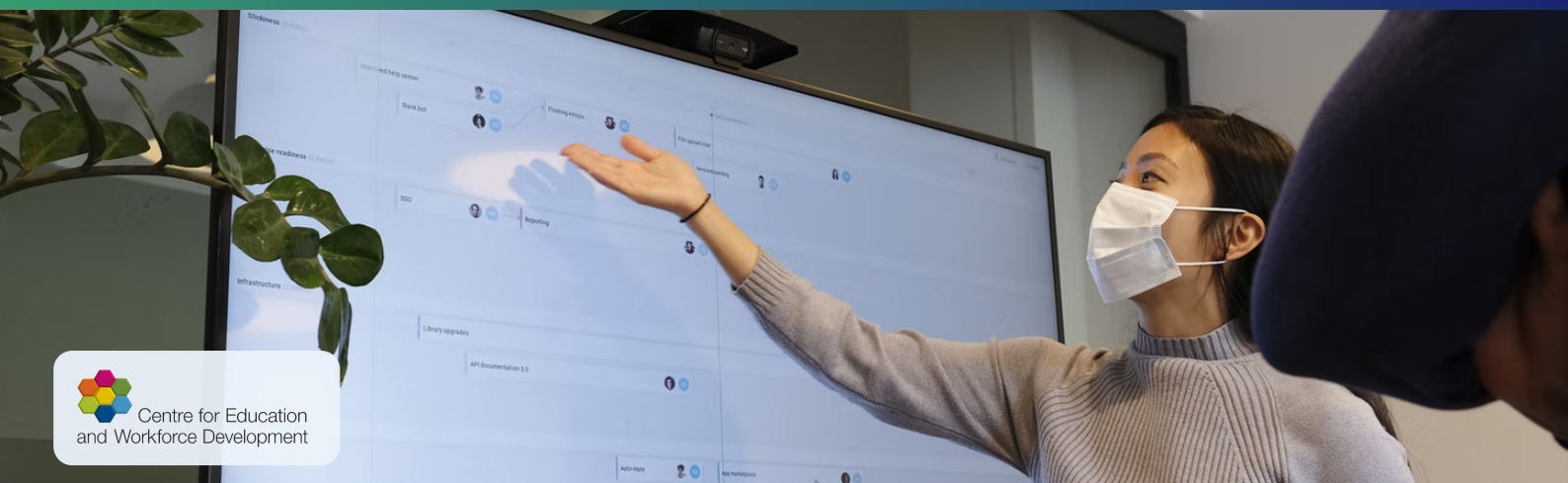


# Diversify your Skill Set with CEWD Courses this May



## Take advantage of CEWD courses designed for Sydney Local Health District staff this May

Are you looking to upskill and take your career to the next level at Sydney Local Health District? The Centre for Education and Workforce Development (CEWD) has a range of high-quality professional development courses designed for all staff.

### CEWD has courses in:

- [Clinical Skills](#)
- [Management and Leadership](#)
- [Education and Research](#)
- [Innovation](#)
- [Governance](#)
- [Engagement](#)
- [Technical Skills](#)

### How to apply for CEWD courses

CEWD courses are open for application in My Health Learning.

Your manager/supervisor needs to approve your application in My Health Learning before your attendance can be confirmed.

***Continue reading below for the CEWD Course Handbook for May***



Centre for Education  
and Workforce Development

# Course Handbook

May 2022 | CEWD

## In-person and Virtual Courses

Education and Development for all  
Sydney Local Health District Staff.

Your Centre for Education and  
Workforce Development.

Email: [SLHD-CEWD@health.nsw.gov.au](mailto:SLHD-CEWD@health.nsw.gov.au)

Phone: 9562 5900

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# Enrolment Information

## Applying for a course

Unless indicated otherwise, all application for courses and programs is via the Learning Management System (My Health Learning). You can locate My Health Learning through the CEWD website. You must have an employee number to log on, and this eight digit number becomes your username. Your password is initially the word 'password'. When you log in for the first time you will then be prompted to change this.

## Approval process

Your manager needs to approve your application in My Health Learning before your place in a course can be confirmed. Please discuss this with your manager to ensure that they are happy to support and approve your application. You will not be considered to be enrolled in a course until your manager has approved your application via My Health Learning.

## Cost of courses and programs

The majority of courses and programs delivered by CEWD are **free of charge for District staff**. Competitive rates are charged to external applicants, for more information see the [CEWD website](#).

## Cancellation

Participants can cancel their application for a course in the LMS under the My Current Learning tab. Select "unenroll" from the course you wish to cancel.

### Contact CEWD

#### Phone

9562 5900

#### Email

SLHD-CEWD@health.nsw.gov.au

#### Website

slhd.nsw.gov.au/cewd

#### Staff Intranet

slhd-intranet.sswahs.nsw.gov.au/CEWD\_SLHD

**Clinical Skills** – Assisting you to develop the clinical skills you need to be safe, effective practitioners.

**Tip:** You can view in-depth course details on My Health Learning

## Clinical Skills

Course	Dates	Venue	Duration	Course Link
Adult Venepuncture & Cannulation Pre-accreditation – RPAH	May 4	RPA	2.5 hours	<a href="#">View Course on My Health Learning</a>
	May 11			
	May 18			
	May 25			
Breastfeeding Basics SCORPIO	May 13	RPA	1 day	<a href="#">View Course on My Health Learning</a>
Discharge Assessment of The Well Neonate (DAWN)	May 27	CAN	3.5 hours	<a href="#">View Course on My Health Learning</a>
EDVPM Physical Skills Emergency Department Workshop	May 6	CRGH	1 day	<a href="#">View Course on My Health Learning</a>
Perinatal Safety Education - Fetal and Maternal Team Training Workshop - virtual (ZOOM)	May 16	ZOOM	6 hours	<a href="#">View Course on My Health Learning</a>
Perineal Care and Repair	May 20	RPA	3 hours	<a href="#">View Course on My Health Learning</a>
Speculum Examination Workshop	May 6	RPA	2 hours	<a href="#">View Course on My Health Learning</a>

Clinical Skills				
Course	Dates	Venue	Duration	Course Link
Vascular Nursing Module 1	May 25	RPA	7 hours	<a href="#">View Course on My Health Learning</a>
Violence Prevention and Management - Personal Safety – GradStart (GS)	May 4	CEWD	1 day	<a href="#">View Course on My Health Learning</a>
Violence Prevention and Management - Personal Safety	May 19	CRGH	1 day	<a href="#">View Course on My Health Learning</a>
Virtual Breastfeeding Education Series Module 4. Managing breastfeeding for premature, low birth-weight or sick infants (Zoom)	May 20	ZOOM	1 hour	<a href="#">View Course on My Health Learning</a>

**Tip:** CEWD courses are offered year-round for staff. My Health Learning has a list of all available course offerings.

**Management and Leadership** – Building confidence, supporting our managers and leaders to manage our health services well.

## Management and Leadership

Course	Dates		Venue	Duration	Course Link
Centre for Education and Workforce Development (CEWD) - who we are and what we do - an Introduction for managers in SLHD - virtual (ZOOM)	May 10		ZOOM	1 hour	<a href="#">View Course on My Health Learning</a>
Challenging Conversations	May 20	May 26	CRGH	2 days	<a href="#">View Course on My Health Learning</a>
Clinical governance - who we are and what we do - an Introduction for managers in SLHD – virtual	May 31		ZOOM	1 hour	<a href="#">View Course on My Health Learning</a>
Coaching conversations in the workplace	May 12	Jun 9	ZOOM	2 days	<a href="#">View Course on My Health Learning</a>
Communication Styles in Challenging Conversations	May 23		ZOOM	1 hour	<a href="#">View Course on My Health Learning</a>

## Management and Leadership

Course	Dates		Venue	Duration	Course Link
Emotional intelligence - what is it and how to use it? - Virtual (Zoom)	May 20		ZOOM	1 hour	<a href="#">View Course on My Health Learning</a>
Email Writing: The 5 C's Writing emails for results	May 24		ZOOM	1 hour	<a href="#">View Course on My Health Learning</a>
Giving feedback-virtual (Zoom)	May 31		ZOOM	1 hour	<a href="#">View Course on My Health Learning</a>
MAF What is it and how can we support you? virtual (Zoom)	May 11		ZOOM	1 hour	<a href="#">View Course on My Health Learning</a>
Managing Conflicts and Grievances in the Workplace	May 11		CEWD	1 day	<a href="#">View Course on My Health Learning</a>
Mental Health First Aid	May 12	May 18	CEWD	2 days	<a href="#">View Course on My Health Learning</a>
Performance Monitoring, Systems Improvement and Innovation- who we are and what we do - an Introduction for managers in SLHD	May 25		ZOOM	1 hour	<a href="#">View Course on My Health Learning</a>



## Management and Leadership

Course	Dates		Venue	Duration	Course Link
Preceptor Workshop	May 17	May 18	CEWD	2 days	<a href="#">View Course on My Health Learning</a>
Preparing for and Having a Challenging Conversation	May 23		ZOOM	1 hour	<a href="#">View Course on My Health Learning</a>
The Finance Department - who we are and what we do - an Introduction for managers in SLHD	May 12		ZOOM	1 hour	<a href="#">View Course on My Health Learning</a>
Work Health & Safety (WHS) for Managers and Supervisors	May 18		CRGH	1 day	<a href="#">View Course on My Health Learning</a>

**Innovation – Building a health workforce that delivers excellence in healthcare today and for generations to come.**

## Innovation

Course	Dates			Venue	Duration	Course Link
AIM (Accelerating Implementation Methodology)	May 30	May 31		CRGH	2 days	<a href="#">View Course on My Health Learning</a>

**Education and Research – A culture of learning, education and research to inspire others and drive innovation.**

## Education and Research

Course	Dates			Venue	Duration	Course Link
TCH: Basic Life Support Assessment (Canterbury staff only)	May 16			CAN	1 hour	<a href="#">View Course on My Health Learning</a>
Teaching on the Run	May 19	May 26	Jun 2	CEWD	3 days	<a href="#">View Course on My Health Learning</a>

**Governance – Working with you to provide safe, high quality services.**

## Governance

Course	Dates	Venue			Duration	Course Link
Child Protection (1 Day) targeted training - Identify and Respond to Children and Young People at Risk	May 5 (RPA)	RPA	CCHC	CRGH	1 day	<a href="#">View Course on My Health Learning</a>
	May 12 (CCHC)					
	May 17 (CCHC)					
	May 23 (CRGH)					
	May 31 (RPA)					
General Hand Hygiene Auditor Training	May 6	RPA			1 day	<a href="#">View Course on My Health Learning</a>

**Engagement – Supporting patient and family centred care and experience through education.**

## Engagement

Course	Dates	Venue	Duration	Course Link
<b>Respecting the Difference</b>	May 5	ZOOM	4 hours	<a href="#">View Course on My Health Learning</a>
	May 27			

**Technical Skills** – Delivering non-clinical skills that are important to our health service.

Technical Skills				
Course	Dates	Venue	Duration	Course Link
Microsoft Excel Intermediate: Formulas, Functions and Lists	May 24	CEWD	3.5 hours	<a href="#">View Course on My Health Learning</a>
Microsoft Excel Intermediate: Pivot tables and Charts	May 24	CEWD	3.5 hours	<a href="#">View Course on My Health Learning</a>
Microsoft Publisher	May 31	CEWD	3.5 hours	<a href="#">View Course on My Health Learning</a>
MS Teams: An Introduction - Virtual (Zoom)	May 26	ZOOM	1 hour	<a href="#">View Course on My Health Learning</a>