

# Study Guide for Personal Care Workers in Nursing Homes

*Based on the provided source document. Designed to test understanding of key concepts relevant to your role.*

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## 1. Understanding Resident Classifications and Care Needs

- What is the Australian National Aged Care Classification (AN-ACC)?
  - What does an AN-ACC class tell us about a permanent resident in the nursing home?
  - Can you describe in your own words the differences in care needs between a resident in a higher AN-ACC class (e.g., Class 13) and a lower AN-ACC class (e.g., Class 2)?  
*(Note: The source provides descriptions of resident characteristics for each class.)*
  - The document mentions different AN-ACC classes for respite residents. Can you name them?
  - What are some general mobility differences between a resident in Respite Class 1 vs Respite Class 3?
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## 2. Care Minutes and Your Role

- What are care minutes in the context of aged care?
  - Who contributes to the care minutes targets in a nursing home?
  - When did care minutes targets become mandatory?
  - From October 2024, what is the average total care minutes target per resident per day? How many of those minutes should be with a registered nurse (RN)?
  - How might a resident's AN-ACC classification affect the care minutes the nursing home needs to provide?
  - Where can you find the care minute targets for each resident?
  - Where is care staff minutes reporting submitted or recorded?
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### 3. Allied Health Services

- What are some examples of allied health services that might be provided in a nursing home?  
(Note: The source lists allied health under "specified care and services.")
  - How are allied health services funded under the AN-ACC model?
  - Is the nursing home responsible for making allied health services available to residents who need them?
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### 4. Resident Entry and Changes

- What is the purpose of the one-off entry adjustment payment?
  - If a permanent resident's care needs change significantly, can their AN-ACC classification be reviewed? What is this process called?
  - Who can request a reclassification?
  - What are some common reasons for requesting a reclassification?
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### 5. Leave and Absences

- Can a resident take leave from the nursing home?
  - What are the different types of leave mentioned in the document?
  - Does the nursing home continue to receive government funding when a resident is on hospital leave?
  - Is there a limit to the number of social leave days a resident can take per financial year while subsidies continue?
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### 6. Reporting and Documentation

- Why is it important to accurately document the care provided to residents?
  - What is the purpose of care time reporting assessments?
  - What are some examples of records that might be requested during a care time assessment?
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This study guide focuses on areas **directly relevant** to the role of personal care workers and draws on the official source document. Feel free to **adapt or expand** these questions to suit your home's specific policies and procedures.

Referenced material: [https://www.health.gov.au/sites/default/files/2025-02/the-australian-national-aged-care-classification-an-acc-funding-guide\\_0.pdf](https://www.health.gov.au/sites/default/files/2025-02/the-australian-national-aged-care-classification-an-acc-funding-guide_0.pdf)