



CheckUP's Workforce Programs

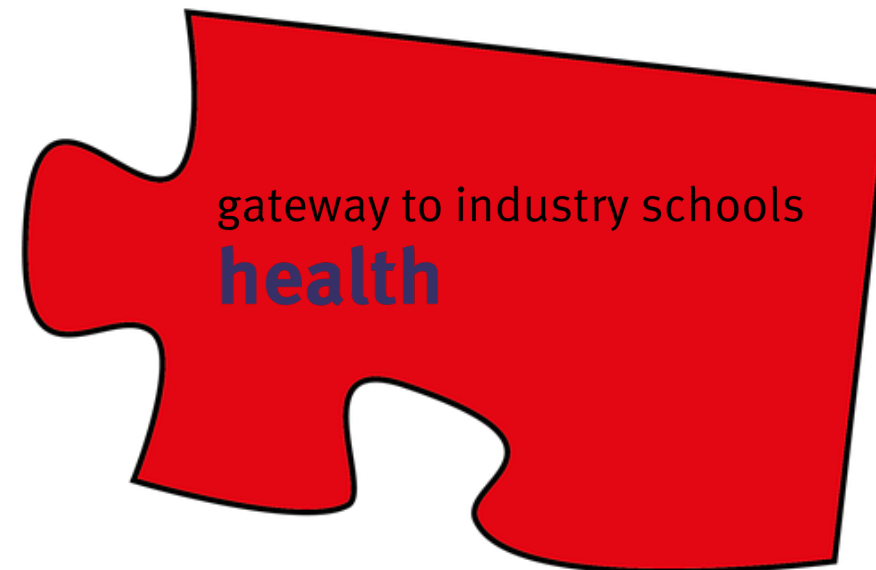
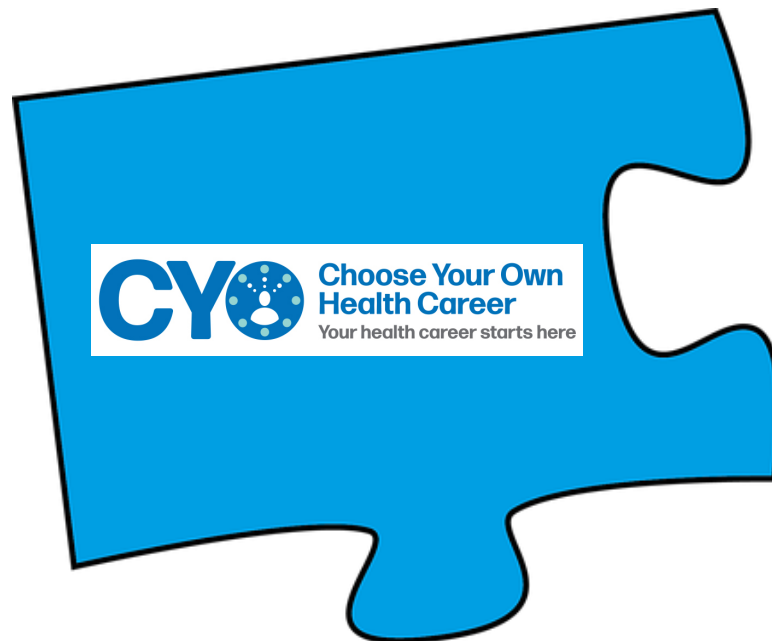
Board Strategy Session

26 February 2021





Health Workforce Programs





Choose Your Own Health Career

Your health career starts here



CHECKUP

Choose Your Own (CYO) Health Career



Guidance for students considering a health career through a vocational education and training pathway



Allied Health Assistance

Members of the allied health team provide care for patients and their families and help people improve their physical and psychological wellbeing.

[Learn more →](#)

Business Administration and Technology

Business administration and information technology are important areas because they help to make sure patient care is streamlined and well organised.

[Learn more →](#)

Dental Assisting

It's not just about brushing and flossing. Good oral health is important as part of our overall health and wellbeing.

[Learn more →](#)

health career right for you

[Learn more →](#)

Services Assistance

Assistance can be a great area to work in as there are a broad variety of roles.

Health Services Operations


Health services operations includes non-direct patient support. It is an important area for the efficient and effective running of health services.

[Learn more →](#)

Mental Health Support

The area of mental health involves supporting people at a challenging time when they are affected by a mental health condition.

Aboriginal and Torres Strait Islander Health Practitioner Career Pathway



Personal Story - Ethan
Health Promotion Officer
Cunnamulla, QLD

[Learn more](#)

Pathway key:  Study  Job Outcomes  Personal Story  Further Options

Thinking about starting your journey in Aboriginal and Torres Strait Islander health and not sure if you'll like it?


AQF2


Certificate II in Aboriginal and/or Torres Strait
Islander Primary Health Care


Potential Certificate IV qualification for Aboriginal and Torres Strait Islander Health Practitioner
roles

AQF4


Certificate IV in Aboriginal and/or Torres Strait
Islander Primary Health Care Practice


With this qualification and national registration you
could work as an:

- Aboriginal and Torres Strait Islander Health
Practitioner


Read Ethan's personal story:

- Health Promotion Officer studying to become an
Aboriginal and Torres Strait Islander Health
Practitioner

Further options

You can complete a Diploma of Aboriginal and/or Torres Strait Islander Primary Health Care Practice to become a Senior Aboriginal and Torres Strait
Islander Health Practitioner.

Other areas you might be interested in exploring





Personal Care Assistant – Aged Care

A Personal Care Assistant working in Aged Care provides residents with social and emotional support.

[Learn more →](#)

Personal Care Worker – Disability

A Personal Care Worker working in Disability provides personal and emotional support. They assist their clients to make their own decisions and live life as they choose.

[Learn more →](#)

Personal Support Worker

Personal Support Workers provide general household assistance, emotional support, care and companionship to aged and disabled persons.

[Learn more →](#)

Practice Manager (GP clinics and Specialists etc)

Practice Managers manage the day-to-day operations of a practice.

Registered Nurse

The role of a Registered Nurse will vary depending on the setting the nurse is working in or if they work in an area of specialisation.

[Learn more →](#)

Senior Pharmacy Assistant

A Senior Pharmacy Assistant provides support with pharmacy products to help patients with common health conditions.

Health career for you

Assistant in Nursing job profile

Job Profiles

Aboriginal and Torres Strait Islander Health Practitioner

Aboriginal and Torres Strait Islander Health Worker

Allied Health Assistant

Assistant in Nursing

Community Pharmacy Assistant

Community Services Support Worker

Customer Service Officer (Customer Service Representative)

Dental Assistant

Dental Practice Manager

Diversional Therapy Assistant

Enrolled Nurse

Food Services Assistant

Health Administration Officer

Health Services Assistant

Hospital Cleaner

Finance Officer – Assistant Finance Officer

Human Resource Support Officer (Human Resource Assistant)

IT Support Officer

Laundry Assistant

Mental Health Support Worker

Assistant in Nursing



Assistants in Nursing support enrolled and registered nurses by delivering basic patient care and performing cleaning tasks.

Good attention to detail is essential.

Role Description:

- Assistants in Nursing support enrolled and registered nurses by delivering basic patient care and performing cleaning tasks. They follow protocols and the instruction of Registered Nurses to perform patient care tasks like bathing, toileting, and dressing patients, assisting with mobility and exercises, reporting the patient's condition to the Registered Nurse, changing bed linen, and simple wound care.

Where you might work:

- Assistants in Nursing work in hospitals as well as aged care facilities.

Personal attributes:



Administration Officer – Corporate Services

I prepare meeting agendas and minutes, arrange travel, catering, events and manage correspondence for senior management and executive members.

[Learn more →](#)

Administration Officer – Health Administration

I've been able to gain more clinical and medical knowledge as I deal with midwives, nurses and doctors very often.

[Learn more →](#)

Allied Health Assistant (Acute and Restorative Care of the Elderly)

Carry out therapy with patients in a hospital ward, with the aim of restoring each patient's health and wellbeing and supporting them to return home.

[Learn more →](#)

Health Assistant (Acute)

Physicians in a defined range of
paediatric casting and

Assistant in Nursing

Dealing with sick clients can also sometimes be challenging but being able to be actively involved within their healing process outweighs any challenge with satisfaction.

[Learn more →](#)

Assistant in Nursing – Aged C

This job role is something I'm very passionate about. I love aged care and looking after elderly is a part of my culture.

career
you

Meagan – Administration Officer – Health Administration

Personal Stories

Administration Officer –
Corporate Services

Administration Officer –
Health Administration

Allied Health Assistant (Acute
and Restorative Care of the
Elderly)

Allied Health Assistant
(Paediatric)

Assistant in Nursing

Assistant in Nursing – Aged
Care

Assistant in Nursing –
Maternity Unit Manager
Support (Student Midwife)

Business Administration –
Payroll Services

Client Service Officer (Payroll
injury and Rehab Claims
team)

Dental Practice Manager

Enrolled Nurse

Indigenous Health Promotion
Officer

Indigenous Health Worker

IT Officer

Mental Health Support
Worker

Oral Health Therapist

Pathology Assistant

Pathology – Medical Scientist

Administration officer – Health Administration



Name: Meagan

Job: Indigenous Administrative Officer Trainee

Location: Townsville, QLD



"Go for it!"

What tasks does your job include? What do you love about your job the most?

My role as an Indigenous Administrative Officer Trainee incorporates a variety of different tasks. At the commencement of my traineeship, I was in the main administrative office for the Women's and Children's Clinic mainly doing scanning and general administration duties. I also assisted the front receptionist and booking officers in my area with uploading patient information, as well as managing appointments. I am currently two months into my traineeship and have been trained to cover the switch job. I now personally deal with patients through phone calls, as well as face-to-face interaction.

Due to my prior traineeship and qualifications I completed at school, I had strong knowledge of how important confidentiality and workplace health and safety is within an organisation. This has been very beneficial in my current role as I have had to implement this within the health setting every day. In addition, I've been able to gain more clinical and medical knowledge as I deal with midwives, nurses and doctors very often. I frequently have the opportunity to assist in the booking side of antenatal classes, and other clinical administration areas. The most rewarding aspect about my role is working closely with clinical staff. Everyone is so lovely and I'm gaining so much medical knowledge from them which allows me to be more involved with the patients and being able to assist them in any possible way I can.

What was your study journey to get this job? (eg. when did you start study, what course, how did you study (online/face to face/on the job/through school).

My study journey so far has been completing schooling at Kirwan State High School, where I graduated from Year 12 in 2018. Throughout my time at Kirwan I also completed a range of vocational courses including a Certificate II in Health Support Services, Certificate II in Community Services and



CHECKUP



range of useful contacts and additional resources to support you

Queensland Health



Recruitment Contacts



Training & Education Contacts



Financial Assistance



Career Advice & Support



Other



Industry Facts and Figures

is the largest and fastest growing industry in Queensland and covers
...es working in hospitals!



Choose Your Own Health Career

Your health career starts here

Want to learn
more?



@cyohealthcareer

Scan the QR code to visit
the CYO website.



www.cyohealthcareer.com.au

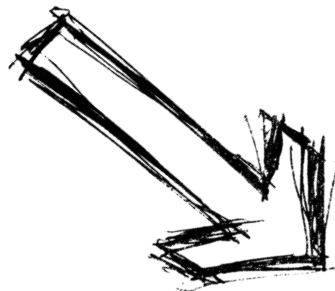


Grow your Own (GYO) Workforce



Supporting health services to
attract and develop a sustainable
local workforce

What is meant by Grow Your Own?



It is a **place-based workforce** model that focuses on attracting, developing and retaining **locals**, of all working ages, and socioeconomic and cultural backgrounds, to create a **sustainable pipeline** of workers.





Grow Your Own Resource Hub

- Information about the broader value of a “Grow Your Own” program
- Practical workforce planning tools and “how to” guides
- Career pathways, recruitment, work readiness and training and recruitment resources
- Links to statistical data
- Funding information
- Case studies
- Useful contacts and links to relevant resources

The screenshot shows the homepage of the Grow Your Own Workforce website. At the top is a dark blue navigation bar with the GYO logo and the tagline 'Building a strong and sustainable local health workforce for Queensland'. To the right of the logo are navigation links: ABOUT, RESEARCH & PUBLICATIONS, CASE STUDIES, RESOURCES, and ABORIGINAL & TORRES STRAIT ISLANDER WORKFORCE. Below the navigation bar is a large hero section with a background image of four smiling people in blue work uniforms. Overlaid on the right side of the hero section is a blue box with the text 'CASE STUDIES' in a small orange pill, followed by 'GROW YOUR OWN HEALTH WORKFORCE IN PRACTICE' in white, and a 'READ MORE' button in an orange pill. Below the hero section is a section titled 'GROW YOUR OWN WORKFORCE' with a subtitle: 'is a place-based workforce model that focuses on attracting, developing, supporting and retaining local residents to create a sustainable pipeline of workers.' To the right of this section are two orange boxes. The first box is titled 'Attract and recruit' with a right-pointing arrow icon, and contains the text 'local people OUTSIDE of your organisation IN to your workforce.' and a 'Find out more...' link. The second box is titled 'Support employees' with an upward-pointing arrow icon, and contains the text 'INSIDE your organisation to develop their skills and progress UP to the next level.' and a 'Find out more...' link.

GROW YOUR OWN WORKFORCE
is a place-based workforce model that focuses on attracting, developing, supporting and retaining local residents to create a sustainable pipeline of workers.

Attract and recruit
local people
OUTSIDE of your organisation
IN to your workforce.
Find out more...

Support employees
INSIDE your organisation to
develop their skills and progress **UP** to the
next level.
Find out more...



OUTSIDE IN

[BAYSIDE HEALTH SERVICE](#)

[CENTACARECQ](#)

[CONNECT 'N' GROW & SEED FOUNDATION AUSTRALIA](#)

[COUNTIES MANUKAU HEALTH](#)

[LIVERPOOL CLINICAL LABORATORIES](#)

[LOGAN AND BEAUDESERT HEALTH SERVICE](#)

[THE SWEETEST JOB](#)

[UNITINGCARE QUEENSLAND](#)

[QEII JUBILEE HOSPITAL](#)

[QUEENSLAND HEALTH](#)

[VACENTI](#)

INSIDE UP

[CATHOLIC EDUCATION NORTHERN TERRITORY](#)

[CENTACARECQ CADET ACCOUNTANTS](#)

[STATE LIBRARY QUEENSLAND](#)

[TORRES AND CAPE HOSPITAL AND HEALTH SERVICE](#)



RESOURCES TO GROW YOUR OWN WORKFORCE



Getting Started

- ▶ [Getting Started](#)
- ▶ [Potential Solutions To Common Challenges](#)
- ▶ [Workforce Planning And Development](#)



Attracting & Recruiting

- ▶ [Outside-In Guide](#)
- ▶ [Engaging School Students](#)
- ▶ [Engaging Aboriginal And Torres Strait
Islander Peoples](#)
- ▶ [Engaging Culturally And Linguistically Job
Diverse Seekers](#)
- ▶ [Engaging Disadvantaged Job Seekers](#)
- ▶ [Career Pathway Resources](#)



Developing

- ▶ [Inside-Up Guide](#)
- ▶ [Education And Training Resources](#)



Funding Avenues

- ▶ [Funding And Support For Recruitment](#)
- ▶ [Funding For Training](#)
- ▶ [Other Funding](#)





Aboriginal and Torres Strait Islander workforce

While the following information and resources are specific to those seeking to attract, develop and retain an Aboriginal and Torres Strait Islander workforce, we strongly encourage you to review all of the information and resources provided on this website, as much of it relates to students and job seeker cohorts in general.

Getting started
resources

Attracting &
recruiting resources

Developing your
workforce resources

Funding avenues
resources

Case studies

Publications

Potential solutions to common challenges

1 Challenge



Want to learn
more?



www.gyoworkforce.com.au



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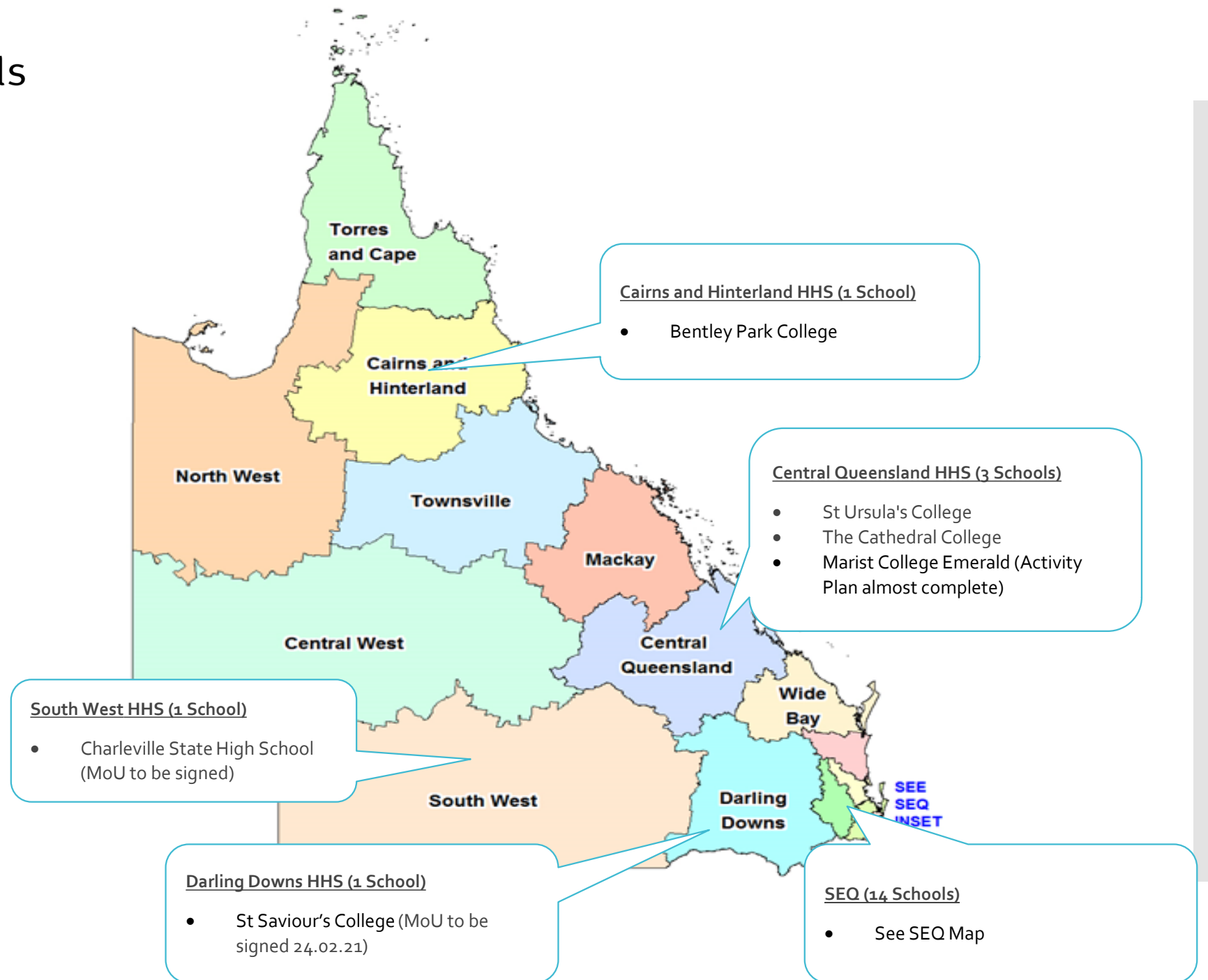
gateway to industry schools **health**

Health Gateway Aims

- Provide **experiential learning opportunities** for students by linking schools with health industry employers.
- Provide **professional development** and learning opportunities for teachers involved in health education and related programs.
- Create **vocational education and training (VET) opportunities** for high school students with an interest in a future healthcare career.
- Prepare students for and define pathways to further education and **employment in health**, with an aim to meet local workforce demands.

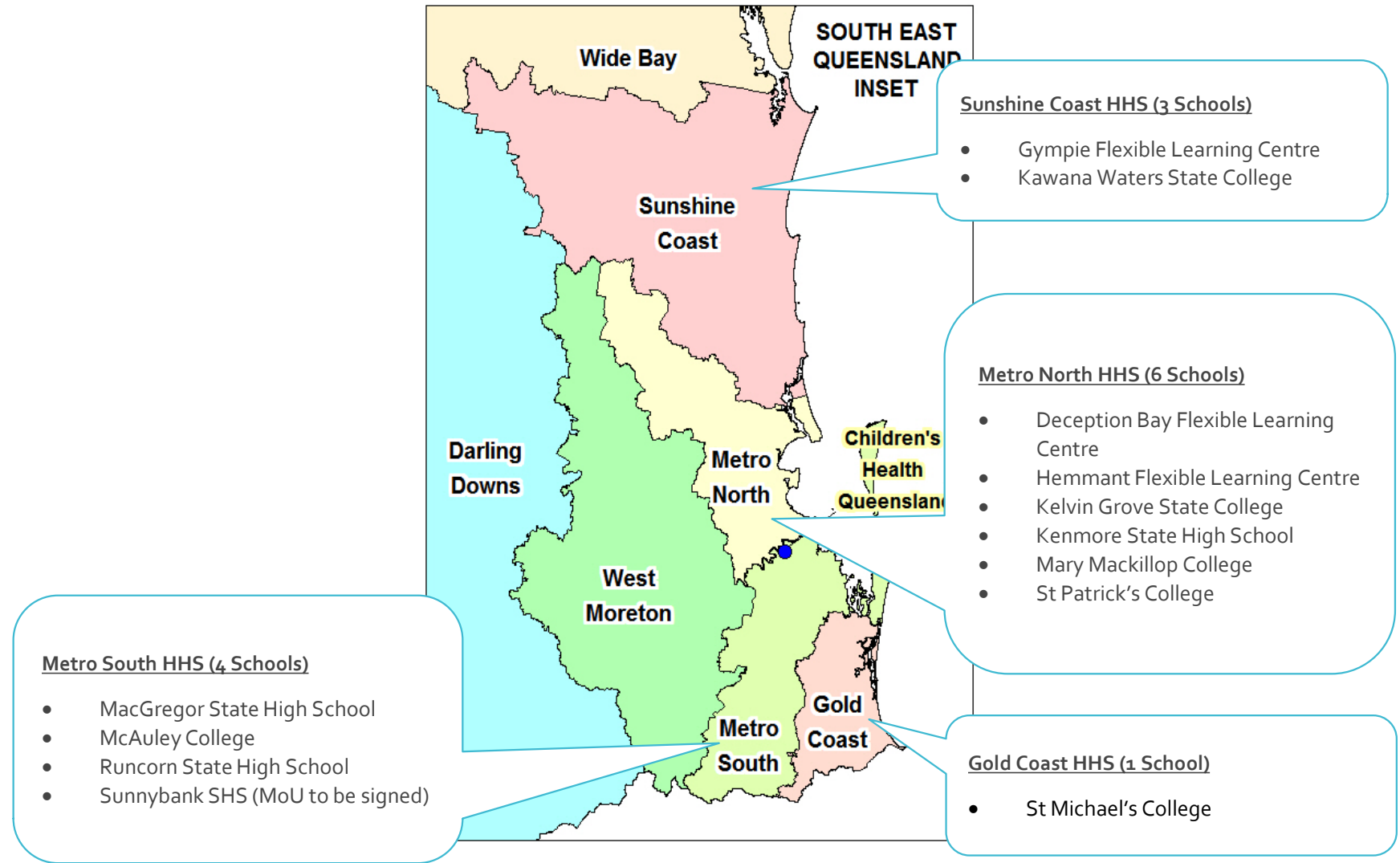
gateway to industry schools health

Schools Engagement – Regional Qld



gateway to industry schools health

Schools Engagement – SEQ



gateway to industry schools **health**

Each school is assigned a dedicated Gateway Project Manager, determined by Hospital and Health Service (HHS) Region:

Sabrina Kerr: sabrinakerr@checkup.org.au

Metro South and Gold Coast

Sam Weling: sweling@checkup.org.au

Metro North, Sunshine Coast, Wide Bay, Central Queensland, Central West,
Cairns and Hinterland, Torres and Cape

Mary-Anne Quilter: maquilter@checkup.org.au

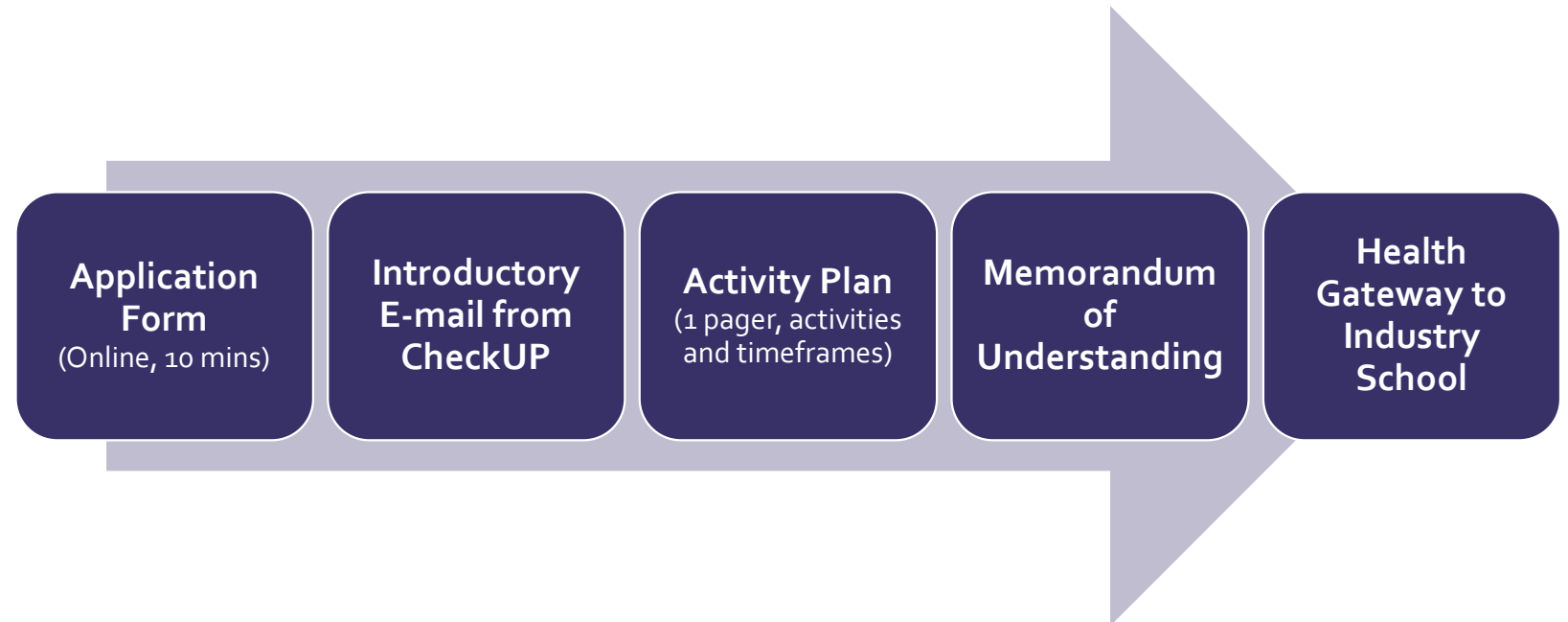
West Moreton, South West, Darling Downs, Mackay, Townsville, North West

Regional
Project Managers

gateway to industry schools **health**

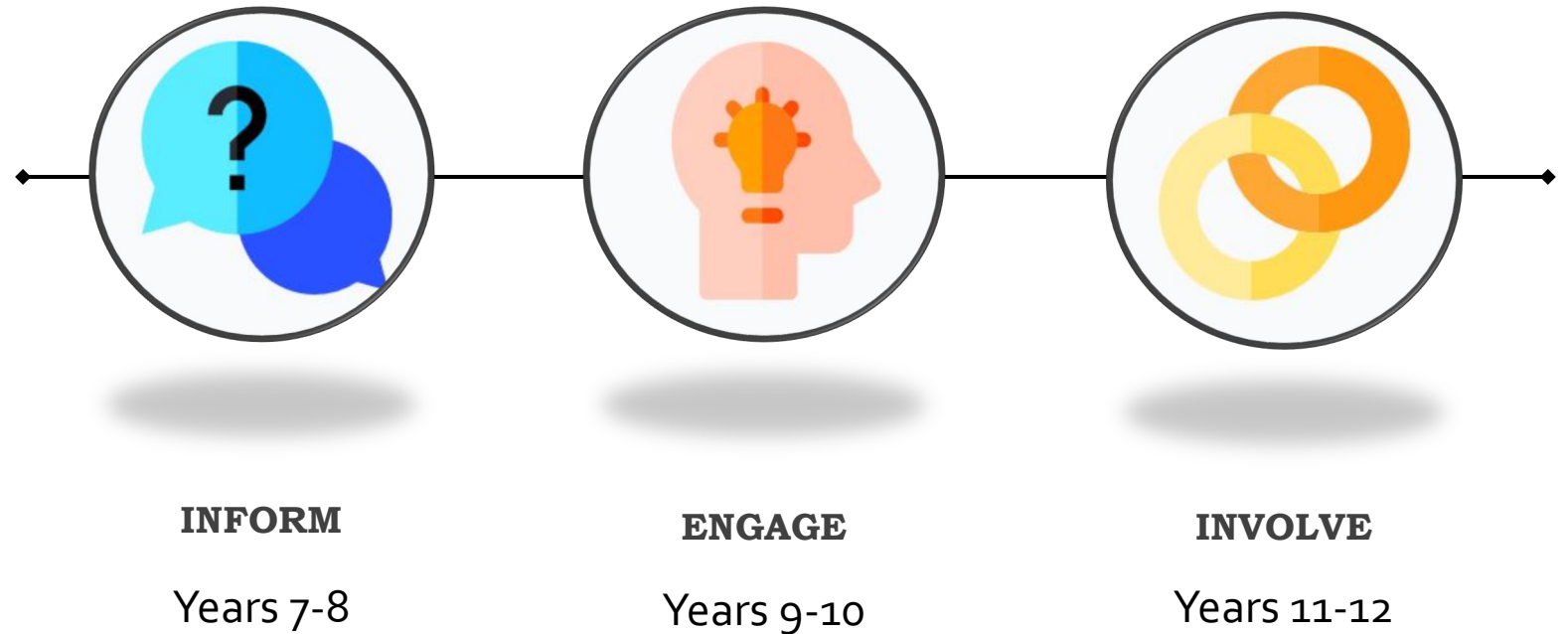
- Form currently available on both [DESBT](#) and [CheckUP](#) Health Gateway website pages.
- Process includes online application form and completion of Gateway Activity Plan, prior to signing of Memorandum of Understanding (MoU).

Schools Application Process



gateway to industry schools **health**

The Health Gateway approach



gateway to industry schools

health

Health Gateway Resources

- Development has commenced on a range of Health Gateway resources – targeting students, parents and teachers.
- Proposed offerings include:
 - Information sheets – Career Snapshots and Career Profiles
 - Poster series
 - Webinar series for teachers
 - Video series – Health Careers, Health Facility tours
 - Annual forum
 - Regional networking events
- Industry-in-school visits will also be organised – guest speakers, demonstrations.

gateway to industry schools
health

About
Gateway

Get
Involved

Gateway
Resources

Gateway
Stories

Gateway
News

Gateway
Events

Contact
Us

Building partnerships. Acquiring
knowledge and skills



Queensland
Government

www.gateway2health.com.au

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Governance – Industry Reference Group

gateway to industry schools
health



Industry Reference Group

2020 Member Organisations

Education



Health Services



Training



Government Partners



Department of Employment, Small Business and Training
Department of Education
Department of Health



industry skills advisor **health**

Purpose of the ISA

- Engage with employers, small business and industry stakeholders to provide high quality, evidence-based industry advice and intelligence about:
 - current and emerging industry direction,
 - regional skills needs and training solutions, and
 - jobs growth and employment opportunities.
- Focus is VET qualified health workforce and the HLT Training Package

ISA Priority Areas

- **Digital literacy** – need for increased digital literacy skills and capability across the industry.
- **Mental health, alcohol and other drugs** – increased need for skills sets, skill clusters and/or non-accredited training.
- **Rural and remote workforce** – Skill shortages and accessibility issues for education and training.
- **Aboriginal and Torres Strait Islander Health Workforce** – Increased need for entry pathways into health careers across all health workforce streams and opportunities for continued education and profession



Stay
connected!

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industry skills advisor
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visit our website



and



@HealthGatewaySchools

