



Instructions for accessing free online TAFE Training

1. You must first register by visiting this link: <u>http://shortcourses.tafenow.com.au/component/com_users/Itemid,1650/view,registration/</u>. The enrolment form pictured below should appear in your web browser. You only need to register the first time.

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User Registration * Required field					North	Coast Primary Registration	Health Network
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- 2. Fill out the enrolment form fields with your details, agree to Terms of Service and click on 'Register'.
- 3. Confirm your account by following the link at Step 1 in the automated email you should receive at your email address. Be sure to check your 'Junk' email folder in case the incoming email is identified as spam. The link will take you to the log in page.

4. Once you log in using your username and password, you should see the screen pictured below. You will need to enter **NCPHN353** in the 'Enrolment key' field and then click 'Enrol me'.



5. You have now successfully activated your subscription and should see a list of topics, split in three categories, as pictured below that are available for you to complete.

Logout Part of TAFEnow Short Courses									
Home Short Course Topics - Professional Deve	elopment Topics 👻 About us 👻 Contact Us	Subscriptions Profile - Course Cart							
HOME NCPHN TOPICS LIST									
WELCOME TO YOUR TOPIC LIST									
Healnet topics	Allied health topics	Short courses topics							
ACFI - Aged Care Funding Instrument Acute Coronary Syndrome Acute Kidney Injury Acute Pain Assessment Advanced Oxygen Therapy Alcohol Burdens: Alcohol Consumption in Australia Alcohol Withdrawal: Keep Your Clients Safe An Overview of Drugs Used in Palliative Care	ACFI - Aged Care Funding Instrument Alcohol Burdens: Alcohol Consumption in Australia Alcohol Withdrawal: Keep Your Clients Safe Analyse Social Networking Needs Attention Deficit Hyperactivity Disorder ADHD Autistic Spectrum Disorder Balance Work and Life Basic Infection Control in a Health Care Setting	Animal Ethics, Welfare and Working in the Industry Animal Identification, classification and legislation Basic Properties of Soil Building Better Teams Cannabis Use: Dangers and Withdrawal Defined Cashflow - The Lifeblood of your Business Cleaning Animal Housing and Grooming Coaching Skills							
Anaigesia Analyse Social Networking Needs Anatomy of the Muscular System Anatomy of the Skeletal System Assessment of Pain in the Elder with Dementia	Basic Life Support Benzodiazepine Misuse and Withdrawal Breastfeeding 1 - Cultural, Societal and Political Breastfeeding 2 - The Biology and Psychology of Breast milk Breastfeeding 3 - The Anatomy of the Breasts and	Communication Skills for Health Professionals - Part B Constipation in the Elderly Copyright and Privacy in an IT Environment Creative Thinking for Innovation Critical Thinking Dealing with Stress Defusing and De-escalating Aggression Dehydration in the Elderly Detect and Remove Destructive Software Diabetes - What is it?							
Assessment of the Older Person Post Fall ATS 1: Introduction to Australasian Triage Scale ATS 2: Introduction to Emergency Department Triage Attention Deficit Hyperactivity Disorder ADHD Autistic Spectrum Disorder	the Physiology Breastfeeding 4 - Teaching Breastfeeding Effectively Building Better Teams Cannabis Use: Dangers and Withdrawal Defined Coaching Skills								
Basic Infection Control in a Health Care Setting Basic Life Support	Communication Skills for Health Professionals - Part A								

6. To access courses after activating your subscription, visit <u>http://shortcourses.tafenow.com.au/</u> and use your username and password to log in by clicking 'Login' at the top right hand corner of the screen.

7. Once you log in, you should see the screen pictured below. By clicking on 'North Coast Primary Health Network Topics List', you will see the list of topics you can complete as pictured in step 5 of this instruction sheet.

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Home Short Course Topics - Professional Development	Topics - About us - Contact Us Subscriptions Profile - Course Cart
Welcome to your short courses space	ie My Certificates
North Coast Primary Health Network Topics List Pulse Contrary Tracheostomy Tube Management 3 Tracheostomy Tube Management 2 Tracheostomy Tube Management 2 Tracheostomy Tube Management 1 Brakebia 2: Assessment and Management Boakebia 1: Asstration Shakes and Shakebite Rapid Sequence Instudion 2 Rapid Sequence Instudion 1 Pneumothoreax 3 Pneumothoreax 3 Pneumothoreax 1 PICC 4: Complications and Home Therapy PICC 3: Flashing, Dressing and Removal PICC 2: Inaterion and Potential Complications PICC 1: Underginning Knowledge Corrygen Delivery Devices Non-pharmacological Management of Pain Management of Chronic Obstructive Pulmonary Disesse Laryngel Mask Ahway Inoreased Intraconal Pressure 2: Nursing Management Inoreased Intraconal Pressure 1: Undergining Knowledge Biomitiation and Intial Assure 2: Nursing Management Inoreased Intraconal Pressure 1: Undergining Knowledge	

- 8. Please call 1300 823 366 if you require any assistance throughout this process.
- 9. Please email <u>gdart@ncphn.org.au</u> to provide any feedback on the courses.