Anchor Policy

Residential Aged Care and Homecare Services

Thank you for considering Anchor Policy for your policy requirements.

Please note that for your ease, we highlight below the documents that are applicable to Home Care services (HC) and Residential Aged Care Services (RAC).

If you have any queries, please feel free to contact us via email at info@anchorexcellence.com or by phone at (02) 8610 1950. We will be happy to assist.

The Anchor Policy Team

(02) 8610 1950

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Residential Aged Care and Homecare Services

Document Name	Applicable To HC	Applicable To RAC	Order
Full Package Of Residential Aged Care Policies And Processes *(Includes All Listed Documents Applicable To RAC)*		✅	☐
Full Package Of Home Care Services Policies And Processes *(Includes All Listed Documents Applicable To HC)*	✅		☐
Full Combined Package Of Residential And Home Care Policies And Processes *(Includes All Documents Listed)*	✅	✅	☐
Advocacy			☐
Advocacy Policy And Process	✅	✅	☐
Anaphylaxis Management			☐
Anaphylaxis Management Policy And Process	✅	✅	☐
Antimicrobial Stewardship			☐
Antimicrobial Stewardship Policy And Process	✅	✅	☐
Assessment, Care And Services			☐
Assessment, Care And Services Planning Policy And Process	✅	✅	☐
Assessment, Care And Services Plan Tracker	✅	✅	☐
Pre Admission Care Profile		✅	☐
Onboarding Checklist	✅	✅	☐
Older Person Engagement Focus Group Questions		✅	☐
Older Person Engagement Form	✅		☐
Board Package			☐
Board Package Template Board Skills Matrix	✅	✅	☐
Board Package Delegation Schedule	✅	✅	☐
Board Package Performance Measures Matrix	✅	✅	☐
Board Package Annual Board Work Plan	✅	✅	☐

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Document Name	Applicable To HC	Applicable To RAC	Order
Board Package Code Of Conduct	✅	✅	☐
Board Package Committee Governance Policy	✅	✅	☐
Board Package Delegation Of Authority	✅	✅	☐
Board Package Board Governance Policy	✅	✅	☐
Board Package Grievance And Dispute Resolution Policy	✅	✅	☐
Board Package Induction Checklist	✅	✅	☐
Board Package Induction Policy	✅	✅	☐
Board Package Conflict Of Interest Policy	✅	✅	☐
Board Package Disclosure Of Interest Form	✅	✅	☐
Board Package Privacy Statement And Consent Form - Board Member	✅	✅	☐
Board Package Privacy Statement And Consent Form - Employee	✅	✅	☐
Board Package Privacy Statement And Consent Form - Volunteer	✅	✅	☐
Board Package Register Of Interests	✅	✅	☐
Case Conference			☐
Case Conference Policy And Process	✅	✅	☐
Case Conference Letter Re: Clinical Care And Services Case Conference	✅	✅	☐
Case Conference Tracker	✅	✅	☐
Case Conference Form	✅	✅	☐
Clinical Governance Manual			☐
Clinical Governance Manual	✅	✅	☐
Appendix 1 - Clinical Governance Business Rules	✅	✅	☐

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Document Name	Applicable To HC	Applicable To RAC	Order
Appendix 2 - Clinical Governance Committee Sample Agenda	✅	✅	☐
Appendix 3 - Clinical Governance Model	✅	✅	☐
Appendix 4 - Clinical Governance Reporting Tool	✅	✅	☐
Code Of Conduct For Aged Care			☐
Code Of Conduct Policy	✅	✅	☐
Delirium			☐
Delirium Fact Sheet	✅	✅	☐
Delirium Policy And Process	✅	✅	☐
Deteriorating Older Person			☐
Deteriorating Older Person Policy And Process	✅	✅	☐
Deteriorating Older Person Tool - Generic	✅	✅	☐
Dignity Of Risk			☐
Dignity Of Risk Policy And Process	✅	✅	☐
Dignity Of Risk Older Person Risk Action Plan Form	✅	✅	☐
Dignity Of Risk Older Person Risk Case Conference Form	✅	✅	☐
Diversity Suite			☐
Cultural Diversity Policy And Process	✅	✅	☐
Cultural Safety Policy And Process	✅	✅	☐
Sexual Diversity Policy And Process	✅	✅	☐
Spiritual Care Policy And Process	✅	✅	☐
Spiritual Care Record	✅	✅	☐
Reconciliation Statement		✅	☐
Special Needs Groups Policy	✅	✅	☐

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Document Name	Applicable To HC	Applicable To RAC	Order
Document Management			☐
Document Management Archiving Policy And Process	✅	✅	☐
Document Management Document Control Policy And Process	✅	✅	☐
Document Management Archive Document Retrieval Form	✅	✅	☐
Document Management Archiving Document Form	✅	✅	☐
Document Management Controlled Document Register	✅	✅	☐
Education Manual			☐
Education Manual Learning And Development Strategy	✅	✅	☐
Education Manual Clinical Education Evaluation Form	✅	✅	☐
Education Manual Education Evaluation From	✅	✅	☐
Education Manual Education Needs Analysis Form - Administration	✅	✅	☐
Education Manual Education Needs Analysis Form - Direct Care Worker	✅	✅	☐
Education Manual Education Needs Analysis Form - Older Person	✅	✅	☐
Education Manual Education Needs Analysis Form - Leadership Team	✅	✅	☐
Education Manual Education Needs Analysis Form - Registered Nurse	✅	✅	☐
Education Manual Education/Training Record Form	✅	✅	☐
Education Manual Learning And Development Compliance Framework	✅	✅	☐
Education Manual Learning And Development Policy	✅	✅	☐
Underpinning of the Learning and Development Strategy	✅	✅	☐
End-Of-Life Care			☐
End-Of-Life Policy And Process	✅	✅	☐

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Document Name	Applicable To HC	Applicable To RAC	Order
End-Of-Life Care Pathway	✅	✅	☐
End-Of-Life Cultural And Spiritual Considerations	✅	✅	☐
End-Of-Life Pain Assessment Checklist	✅	✅	☐
End Of Life - Coronial Process NSW	✅	✅	☐
End Of Life - Coronial Process TAS	✅	✅	☐
Escalation			☐
Escalation Policy And Process	✅	✅	☐
External Referral And Offsite Treatment			☐
External Referral And Offsite Treatment Policy And Process	✅	✅	☐
Factsheet Package			☐
Advocacy Factsheet	✅	✅	☐
Anticoagulant Factsheet	✅	✅	☐
At Risk Smoking Behaviour Factsheet	✅	✅	☐
Blood Pressure Monitoring Factsheet	✅	✅	☐
Care Coordination Factsheet	✅		☐
Care and Services Handover Factsheet		✅	☐
Catheter Management Factsheet	✅	✅	☐
Changing Behaviours and Behaviour Support Plans Factsheet	✅	✅	☐
Choking Factsheet	✅	✅	☐
Code of Conduct for Aged Care Factsheet	✅	✅	☐
Communication Difficulties Factsheet	✅	✅	☐
Compression Therapy Factsheet	✅	✅	☐

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Document Name	Applicable To HC	Applicable To RAC	Order
Cultural Safety Factsheet	✅	✅	☐
Decision Making Factsheet	✅	✅	☐
Delirium Factsheet	✅	✅	☐
Diabetes Factsheet	✅	✅	☐
Dignity of Risk Factsheet	✅	✅	☐
Diversity Factsheet	✅	✅	☐
Elder Abuse Factsheet	✅	✅	☐
Enteral Nutrition Factsheet	✅		☐
ETOH Abuse Factsheet	✅	✅	☐
Falls Prevention Factsheet	✅	✅	☐
Fluid Restriction Factsheet	✅	✅	☐
Hearing Loss Factsheet	✅	✅	☐
Incontinence Factsheet	✅	✅	☐
Infections Factsheet	✅	✅	☐
Intravenous (IV) Factsheet	✅	✅	☐
Managing Hydration and Nutrition Factsheet	✅	✅	☐
Managing Time Sensitive Medicines Factsheet	✅	✅	☐
Medication Management Factsheet	✅	✅	☐
Non-weight bearing Factsheet	✅	✅	☐
Nutritional Supplements Factsheet	✅	✅	☐
Oral Health Factsheet	✅	✅	☐
Oxygen Therapy Factsheet	✅	✅	☐
Pain Management Factsheet	✅	✅	☐

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Document Name	Applicable To HC	Applicable To RAC	Order
Palliative and End of Life Care Factsheet	✅	✅	☐
Polypharmacy Factsheet	✅	✅	☐
Pressure Injuries Factsheet	✅	✅	☐
Privacy and Dignity Factsheet	✅	✅	☐
Psychological Safety in the Workplace Factsheets (workers)	✅	✅	☐
Psychotropic Medicines	✅	✅	☐
Relocation and Transitions Factsheet	✅	✅	☐
Responsive Behaviours Factsheet	✅	✅	☐
Restrictive Practices Factsheet	✅	✅	☐
Sepsis Factsheet	✅	✅	☐
Skin Integrity Factsheet	✅	✅	☐
Social Isolation Factsheet	✅	✅	☐
Stoma Care Factsheet	✅	✅	☐
Unexplained Absence Factsheet	✅	✅	☐
Urinary Tract Infections (UTI) Factsheet	✅	✅	☐
Visual Impairment Factsheet	✅	✅	☐
Weight Management Factsheet	✅	✅	☐
Wound Management Factsheet	✅	✅	☐
Falls Prevention			☐
Falls Prevention Policy and Process	✅	✅	☐
Falls Management Process	✅	✅	☐
Falls Prevention Fact Sheet		✅	☐
Falls Prevention Post Falls Checklist		✅	☐

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Document Name	Applicable To HC	Applicable To RAC	Order
Falls Prevention Management Education Slide Deck		✅	☐
Falls Prevention Checklist	✅	✅	☐
Falls Prevention Plan - I Can Mobilise Myself	✅	✅	☐
Falls Prevention Plan - I Can Mobilise With Assistance	✅	✅	☐
Falls Prevention Plan - I Do Not Mobilise Without Assistance		✅	☐
Falls Process Unwitnessed And Witnessed Checklist Poster		✅	☐
Falls Risk Assessment Tool (FRAT) Instructions	✅	✅	☐
Post Falls Assessment And Review Checklist	✅	✅	☐
Safe Footwear Checklist	✅	✅	☐
Feedback Management			☐
Feedback and Complaints Management Policy	✅	✅	☐
Feedback and Complaints Management Process - Tier 1 Complaints	✅	✅	☐
Feedback and Complaints Management Process - Tier 2 Complaints	✅	✅	☐
Feedback and Complaints Management Process - Tier 3 Complaints	✅	✅	☐
Feedback and Compliments Management Process	✅	✅	☐
Complaint Letter - Outcome Response	✅	✅	☐
Complaint Letter - Receipt Acknowledgement	✅	✅	☐
Complaint Letter - Confirmation of Issues	✅	✅	☐
Compliment Letter - Receipt Acknowledgement	✅	✅	☐
Feedback and Complaints Flowchart	✅	✅	☐
Feedback and Complaints Classification Table	✅	✅	☐
Feedback and Complaints Management - Checklist	✅	✅	☐

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Document Name	Applicable To HC	Applicable To RAC	Order
Older Person Feedback Management Guide	✅	✅	☐
Feedback and Complaints Management - Quality Audit Outline	✅	✅	☐
Feedback and Complaints Management - Quality Audit	✅	✅	☐
First Aid			☐
First Aid Policy and Process	✅	✅	☐
High Impact/High Prevalence Risk			☐
High Impact/High Prevalence Risk Assessment Policy And Process	✅	✅	☐
Clinical Risk Management - First and Second Line Process	✅	✅	☐
Clinical Risk Management - Third Line Process	✅	✅	☐
Clinical Risk Management - Audit Tool	✅	✅	☐
Incident Management, Serious Incident Response Scheme (SIRS) And Elder Abuse			☐
Incident Management Policy And Process	✅	✅	☐
Incident Classification Table	✅	✅	☐
Incident Investigation Checklist	✅	✅	☐
Incident Investigation Management Form	✅	✅	☐
Incident Management Systems Flowchart	✅	✅	☐
Incident Reporting And Escalation Scale	✅	✅	☐
Worker Incident Investigation Process	✅	✅	☐
SIRS Policy and Process	✅	✅	☐
SIRS Risk Minimisation Considerations Table	✅	✅	☐
SIRS Inappropriate Use Of Restrictive Practices Process	✅	✅	☐
SIRS Neglect Process	✅	✅	☐

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Document Name	Applicable To HC	Applicable To RAC	Order
SIRS Psychological Or Emotional Abuse Process	✅	✅	☐
SIRS Stealing Or Financial Coercion By A Worker Process	✅	✅	☐
SIRS Unexpected Death Process	✅	✅	☐
SIRS Unexplained Absence / Missing Older Person Process	✅	✅	☐
SIRS Unlawful Sexual Contact Or Inappropriate Sexual Conduct Process	✅	✅	☐
SIRS Unreasonable Use Of Force Process	✅	✅	☐
Root Cause Analysis Form	✅	✅	☐
SIRS Investigation File Note	✅	✅	☐
SIRS Incident Notification Form	✅	✅	☐
SIRS Investigation Checklist	✅	✅	☐
SIRS / Incident File Checklist	✅	✅	☐
SIRS Training Slides - General Information Pack	✅	✅	☐
SIRS Staff Assessment	✅	✅	☐
Witness Statement Form	✅	✅	☐
Witness Statement Process	✅	✅	☐
SIRS Process Guide Poster	✅	✅	☐
Toolbox Resource SIRS Summary For Staff & Contractors	✅	✅	☐
General Older Person Risk Assessment	✅	✅	☐
SIRS Fishbone Diagram	✅	✅	☐
Emotional Support Process	✅	✅	☐
Safety Culture Assessment Tool	✅	✅	☐
Elder Abuse Policy And Process	✅	✅	☐

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Document Name	Applicable To HC	Applicable To RAC	Order
Tool box resource SIRS Summary for Workers and Contractors	✅	✅	☐
Outline for Communication to the Workforce and Older Persons	✅	✅	☐
Incident Investigation Process Guide	✅	✅	☐
Handout for Older Persons - Incident Management and SIRS Guide for Reporting	✅	✅	☐
General Older Person Risk Assessment Form	✅	✅	☐
SIRS Summary for Older Person and Families	✅	✅	☐
Older Person Incident Reporting Form	✅	✅	☐
Management Of Clinical Waste			☐
Management Of Clinical Waste Policy And Process	✅	✅	☐
Management Of Package Funds			☐
Management Of Package Funds Policy And Process	✅		☐
Managing Hydration, Nutrition, and Dysphagia			☐
Managing Hydration, Nutrition, And Dysphagia Policy And Process	✅	✅	☐
Choking Incident Process	✅	✅	☐
Managing Hydration, Nutrition, And Dysphagia Factsheet		✅	☐
Weight Loss Management Guidelines	✅	✅	☐
Medication Management Manual			☐
Medication Management Manual	✅	✅	☐
Older Person Enabling Environment			☐
Older Person Enabling Environment Policy And Process		✅	☐
Older Person Enabling Environment Checklist		✅	☐

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Document Name	Applicable To HC	Applicable To RAC	Order
Older Person Service Partnership			☐
Older Person Service Partnership Policy And Process	✅	✅	☐
Open Disclosure			☐
Open Disclosure Policy And Process	✅	✅	☐
Oral And Dental Care			☐
Oral And Dental Care Policy And Process	✅	✅	☐
Pain Management			☐
Pain Management Flowchart - Constipation	✅	✅	☐
Pain Management Policy And Process	✅	✅	☐
Pain Management Poster	✅	✅	☐
Pain Management Checklist	✅	✅	☐
Plant And Equipment			☐
Plant And Equipment Policy And Process	✅	✅	☐
Privacy			☐
Privacy Policy And Process	✅	✅	☐
Privacy Notice Of Collection Form	✅	✅	☐
Rest And Sleep			☐
Rest And Sleep Policy And Process	✅	✅	☐
Restrictive Practice And Behaviour Support Planning			☐
BSP Policy With Restrictive Practice	✅	✅	☐
BSP Without Restrictive Practice Policy And Process	✅	✅	☐
BSP Policy For NDIS Participants Living In RAC		✅	☐
BSP Process When RP Is Being Considered For Use	✅	✅	☐

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Document Name	Applicable To HC	Applicable To RAC	Order
BSP Process When RP Is In Use	✅	✅	☐
BSP Process When An RP Is Ongoing In Use	✅	✅	☐
BSP Register	✅	✅	☐
BSP Checklist When RP Is In Use		✅	☐
BSP Checklist For NDIS Participants		✅	☐
Older Person Risk Assessment		✅	☐
BSP Resource - Guide To Risk Assessing Behaviours		✅	☐
BSP - Staff Training	✅	✅	☐
Behaviour Support Plan Checklist when an RP is in Use	✅		
Behaviour Support Plan - Comprehensive	✅	✅	
Restrictive Practice Policy - Overarching	✅	✅	☐
Restrictive Practice Classification Table		✅	☐
Restrictive Practice Process - Chemical	✅	✅	☐
Restrictive Practice Process - Environmental	✅	✅	☐
Restrictive Practice Process - Mechanical		✅	☐
Restrictive Practice Process - Physical	✅	✅	☐
Restrictive Practice Process - Seclusion		✅	☐
Restrictive Practice Process - Emergency	✅	✅	☐
NDIS Restrictive Practice Process		✅	☐
Restrictive Practice - Consent Form (Chemical)	✅	✅	☐
Restrictive Practice - Consent Form (Environmental)	✅	✅	☐
Restrictive Practice - Consent Form (Mechanical)		✅	☐
Restrictive Practice - Consent Form (Physical)	✅	✅	☐

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Document Name	Applicable To HC	Applicable To RAC	Order
Restrictive Practice - Consent Form (Seclusion)		✅	☐
Restrictive Practice - Consent Form (Emergency)	✅	✅	☐
Restrictive Practice - Consent Form (Move To MSU - Environmental)		✅	☐
Consent Form (Psychotropic Medication)		✅	☐
Restrictive Practice Checklist	✅	✅	☐
Restrictive Practice - PRN Checklist		✅	☐
Restrictive Practice - PRN Competency		✅	☐
Restrictive Practice Checklist - Emergency	✅	✅	☐
General Older Person Risk Assessment		✅	☐
Restrictive Practice - Tool Box Template	✅	✅	☐
Restrictive Practice - Training Evaluation		✅	☐
Restrictive Practice Staff Training Slide Deck		✅	☐
Restrictive Practice Register	✅	✅	☐
Restrictive Practice Process Poster		✅	☐
Guidance To Restrictive Practice In Australian Residential Care		✅	☐
Restrictive Practice - Glossary		✅	☐
Restrictive Practice Process Guide		✅	☐
Restrictive Practice - Evidence Base		✅	☐
Risk Management			☐
Risk Appetite Statement	✅	✅	☐
Risk Management (Business) Assessment	✅	✅	☐
Risk Management Policy And Process	✅	✅	☐

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Document Name	Applicable To HC	Applicable To RAC	Order
Risk Management Reporting And Escalation Scale	✅	✅	☐
Risk Register Template	✅	✅	☐
Universal Risk Assessment	✅	✅	☐
Risk Management Appendices	✅	✅	☐
Skin, Wounds, And Pressure Injuries			☐
Pressure Injury Policy And Process	✅	✅	☐
Pressure Injury Stages Poster		✅	☐
Skin Integrity Policy And Process	✅	✅	☐
Skin Tear Process	✅	✅	☐
Wound Care And Pressure Injuries Factsheet	✅	✅	☐
Wound Management Policy And Process	✅	✅	☐
Wound Management Process Checklist	✅	✅	☐
Wound Management Process Checklist Poster		✅	☐
Safe Footwear Checklist	✅	✅	☐
Standard Operating Procedure and Competency Suite			☐
Medication Competency Record	✅	✅	☐
Administration Of Creams And Ointments	✅	✅	☐
Administration Of Crushed Medications - RN	✅	✅	☐
Administration Of Cytotoxic Medication	✅	✅	☐
Administration Of DAA Medications	✅	✅	☐
Administration Of Ear Preparations	✅	✅	☐
Administration Of Enemas And Suppositories	✅	✅	☐
Administration Of Eye Drops And Eye Ointment	✅	✅	☐

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Document Name	Applicable To HC	Applicable To RAC	Order
Administration Of Insulin	✅	✅	☐
Administration Of Insulin 2nd Check		✅	☐
Administration Of IM Injections	✅	✅	☐
Administration Of Liquid Medications	✅	✅	☐
Administration Of Medication Via A Nebuliser	✅	✅	☐
Administration Of Medication Via A PEG Tube - RN	✅	✅	☐
Administration Of Nasal Spray	✅	✅	☐
Administration Of Oral Medications	✅	✅	☐
Administration Of Oxygen - Oxygen Concentrator	✅	✅	☐
Administration Of Oxygen - Oxygen Tank	✅	✅	☐
Administration Of PRN Medication	✅	✅	☐
Administration Of S8 Medication	✅	✅	☐
Administration Of S8 Medication - 2nd Check	✅	✅	☐
Administration Of SC Injection - RN	✅	✅	☐
Administration Of SC Insulin Via A Pen Device	✅	✅	☐
Administration Of Sublingual Medication	✅	✅	☐
Administration Of Topical Eye Preparations	✅	✅	☐
Administration Of Transdermal Patch - RN	✅	✅	☐
Administrating Using A Syringe Driver - Niki Pump - RN	✅	✅	☐
Assessing And Recording Neurological Observation - TL/RN	✅	✅	☐
Assisting Older Persons With The Administration Of Oral Liquid Medication	✅	✅	☐
Assisting Older Persons With The Administration Of Inhalant Medication	✅	✅	☐

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Document Name	Applicable To HC	Applicable To RAC	Order
Assisting Older Persons With The Administration Of Insulin Via Pen Delivery Device	✅	✅	☐
Assisting an Older Person with Personal Hygiene	✅	✅	☐
BGL Monitoring	✅	✅	☐
Older Person Self-Administration - RN	✅	✅	☐
Changing Linen and Unoccupied Bed Making		✅	☐
Continence Management	✅	✅	☐
Domestic Assistance	✅		☐
Hand Rub	✅	✅	☐
Hand Washing	✅	✅	☐
Oral Hygiene And Care Of Dentures	✅	✅	☐
Pressure Area Care	✅	✅	☐
Rapid Antigen Testing (RAT)	✅	✅	☐
Supporting Nutrition And Hydration For An Older Person Requiring A Texture-Modified Diet	✅	✅	☐
Supporting Nutrition And Hydration Needs For An Older Person Requiring A Full Diet	✅	✅	☐
Suprapubic Catheter Change - RN	✅	✅	☐
Transferring From Bed To Chair	✅	✅	☐
Transporting Older Persons	✅		☐
Urinalysis - Team Leader		✅	☐
Use Of A Weight Chair		✅	☐
Wound Dressing - Simple	✅	✅	☐
Wound Management - Complex - RN	✅	✅	☐
Manual Handling	✅	✅	☐

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Document Name	Applicable To HC	Applicable To RAC	Order
Tracheostomy Dressing - RN		✅	☐
Complex Wound Care - Aseptic Technique - RN	✅	✅	☐
Insertion Of A Female Urinary Catheter - RN	✅	✅	☐
Tracheostomy Suctioning - RN		✅	☐
Tracheostomy Tape Change - RN		✅	☐
Colostomy Care	✅	✅	☐
Smoking			☐
Smoking Policy And Process	✅	✅	☐
Smoking Guideline		✅	☐
Subcontractor Management / Agency			☐
Subcontractor Management Policy	✅		☐
Subcontractor Process Flowchart	✅		☐
Subcontractor Handbook	✅		☐
Agency and Contractor Policy		✅	☐
Agency and Contractor Process Flowchart		✅	☐
Agency and Contractor Handbook		✅	☐
Suicide And Self-Harm			☐
Suicide And Self-Harm Policy And Process	✅	✅	☐
Urinary Tract Infections (UTI)			☐
UTI Policy	✅	✅	☐
UTI Process - With A Urinary Catheter	✅	✅	☐
UTI Process - Without A Urinary Catheter	✅	✅	☐
Catheter-Associated Urinary Tract Infection (CAUTI) Poster	✅	✅	☐

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Document Name	Applicable To HC	Applicable To RAC	Order
Problem Solving with Suprapubic Catheters (SPC) Poster	✅	✅	☐
Wellbeing And Emotional Support			☐
Wellbeing And Emotional Support Policy And Process	✅	✅	☐

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Policies And Processes Under Review/Development

Document Name	Applicable To HC	Applicable To RAC
Activities Of Daily Living (ADL)		
ADL Policy and Process		✅
Call Bell		
Call Bell Policy and Process		✅
Call Bell Pendant Register		✅
Call bell Response Audit Form		✅
Catering		
Catering Policy and Process		✅
Choice, Independence And Quality Of Life		
Choice, Independence And Quality Of Life Policy and Process	✅	✅
Cleaning		
Cleaning Policy and Process	✅	✅
Cognitive Impairment And Dementia		
Cognitive Impairment And Dementia Policy And Process	✅	✅
Communication, Consultation and Partnering		
Communication, Consultation and Partnering Policy and Process	✅	✅
Diabetes Management		
Diabetes Management Policy and Process	✅	✅
Diversity Suite		
Reconciliation Policy And Process	✅	✅
Special Needs Groups Process	✅	✅
Emergency And Disaster Management		
Emergency And Disaster Management Policy And Process		✅

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Document Name	Applicable To HC	Applicable To RAC
Business Continuity Plan		✅
Epliepsy		
Epilepsy Policy and Process	✅	✅
Informed Consent		
Informed Consent Policy And Process	✅	✅
Laundry		
Laundry Policy and Process		✅
Management Of Agreements, Fees, Pricing, Invoicing And Statements Policy		
Management Of Agreements, Fees, Pricing, Invoicing And Statements Policy And Process		✅
Mental Health		
Mental Health Policy And Process	✅	✅
Nasogastric		
Nasogastric Policy And Process	✅	✅
Outbreak Management		
Outbreak Management Policy And Process	✅	✅
Person Centred Care		
Person-Centred Care Policy And Process	✅	✅
PPE		
PPE Policy And Process	✅	✅
Sensory Impairment		
Sensory Impairment Policy And Process	✅	✅
Subcontractor / Agency Staff Management - Package		
Subcontractor / Agency Staff Management Process Flowchart		✅

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Document Name	Applicable To HC	Applicable To RAC
Subcontractor / Agency Staff Management Policy		✅
Subcontractor / Agency Staff Handbook		✅
Technical Nursing Requirements		
Blood or Body Substance Exposure Policy and Process		✅
Catheter Management Policy and Process		✅
Continence Management Policy and Process		✅
Enternal Nutrition Policy and Process		✅
Respiratory Management Policy and Process		✅
Stoma Management		✅
Suprapubic Catheter Management Policy and Process		✅
Tracheostomy Care Policy and Process		✅
Workforce Governance Policy and Process		✅
Bowel Care Policy and Process		✅
Nasogastric Policy and Process		✅
Percutaneous Endoscopic Gastrostomy (PEG) Policy and Process		✅
Gastrostomy Tube Management Policy and Process		✅
Transition Care		
Transition Care Policy And Process	✅	✅
Trauma Informed Care		
Trauma Informed Care Policy and Process	✅	✅
Worker Screening		
Worker Screening Policy And Process	✅	✅
Workforce Strategy And Management		
Workforce Strategy And Management Policy And Process	✅	✅

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