

REGIS PEOPLE DEVELOPMENT

SUPPORTING OUR PEOPLE WHO SUPPORT OUR RESIDENTS

Regis invests significantly in its' professional development programs to enable our employees to make a career out of doing what they love. Continued organisational growth means we are uniquely placed to offer exceptional opportunities and pathways which ensures we attract, retain and build on the passion and knowledge of our people. Whether team members are looking to fast track their career or want to improve skills in a specific area, programs are available via a range of mediums – face to face, on line through the Regis Learning Centre or through one of the education providers we partner with.

REGIS LEARNING CENTRE

Keeping Regis people up to date with core learning requirements is made simple through the Regis Learning Centre (RLC). The system can be accessed anywhere at any time, offering ultimate flexibility to staff.

TRAINING NEEDS SURVEY – STUDY DAYS

For employees to develop their skills we need to understand what training and education they feel they need.

The annual training needs survey allows all employees from different job roles and levels to identify their own training needs and areas.

- Individual units of skill or whole programs can be delivered at facilities as required eg Palliative care, Understanding dementia, ACFI and documentation.
- An annual suite of study days and master classes cascades from the training survey results.
- Classes are delivered by Regis subject matter experts to provide targeted, in-depth education to leaders and front line teams.



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BOOST

Three day intensive program

Boost is a fast injection of skills and knowledge for Registered Nurses who may be new to aged care or new to nursing in general.



About the program

- DAY 1:** Clinical documentation; Admissions; Care Plan consultation; Family engagement, complaints handling.
- DAY 2:** Incident reporting and follow-up; Wound Management; Palliative Care; Dementia Care; Clinical Leadership and team development.
- DAY 3:** Monthly quality audits; dietary communications process; Medication management; Outbreak Management; Accreditation process.

ADVANCE

This program is for Registered Nurses striving to be Clinical Managers, or to play the important role of back filling Clinical Managers while they are on leave.

About the program

Regis-specific built program to support our most talented and eager Registered Nurses and Enrolled Nurses.

- 4 months commitment, culminating in a graduation and career pathway.
- 4 days Classroom session lead by a range of Regis subject matter experts covering clinical, Human Resources and management aspects.
- 3 on-the-job training (practical) days – one-on-one with Clinical Support Team.
- A multitude of coaching and support.

QUEST

Quest is the leadership journey that all managers embark on during their time at Regis, which is underpinned by Regis leadership and brand values.

Regis is committed to providing the tools and support managers need to continually develop and strive for higher levels of leadership excellence.

Every leader's development journey is different and can be challenging at times, but QUEST provides the necessary direction and support to learn from challenges, and grow. We commence the journey gathering feedback on the leader's current performance from their team, their manager and themselves. This is used to build a tailored action plan for the individual.

All leaders attend leadership workshops, work in mini-learning cohorts, attend facilitated online discussion groups, sharing, and learning Individual leadership psychometrics to allow them to identify strengths and areas for development, whilst tracking progress over time. For those showing the highest commitment to, and aptitude for, leadership, Regis offers a 1:1 Leadership Coaching program.

TOOLBOXES

Regis offers all job roles a range of toolbox education sessions which can be run on site to target specific skill gaps and training needs. Toolbox topics cover a wide range of roles including hospitality, lifestyle, housekeeping, clinical and quality assurance.



TRAINEESHIPS

Regis supports employee's career ambitions by helping them access formal training qualifications delivered by our panel of preferred registered training organisations.

EMPLOYMENT LIFECYCLE SUPPORT

- **On-boarding Plans** – Structured support on first few days/weeks.
- **Probation period** – Frequent feedback and updates to let employees know they are on the right track.
- **Performance Appraisal** – To support the conversations about employee's accomplishment and future goals.
- **Individual Development plans** – For anyone in a leadership or supervisory role.

STUDY LEAVE

Regis proactively supports further education that develops our people and brings value back to Regis. A range of flexible arrangements are available to ensure our people have the time they need to complete their studies.



STUDIES ASSISTANCE PROGRAM

In November every year Regis invites Regis employees to apply for the Studies Assistance program. The program aims to help subsidise the cost of formal education that some employees choose to complete in their own time.

- Staff can apply for up to \$2,500 each year.
- Education must be relevant to the employee's career.
- Funds for enrolment cost can be paid directly to the institution or reimbursed to the employee.
- Staff must have been employed by Regis for 2 years.
- The program is open to all staff, in all job roles who meet the eligibility criteria and have the endorsement of their manager.



REGIS NATIONAL AWARDS

To recognise those employees and volunteers who excel at their job and best showcase the Regis values.

Nominations open annually mid year.

- Staff, volunteers, facilities and programs are nominated for pre-determined categories.
- All nominations are reviewed by a panel of employees.
- Top two nominees from each category are flown to Melbourne for the annual award ceremony in November, the winners being announced on the night.
- All nominated employees are recognised at a local level, and finalists receive framed certificate acknowledging their status as a finalist.



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