



Training and Upskilling

Upskilling your staff saves cash in the long run. Providing training and further education for your staff can have a multitude of benefits for your practice, in the long term, including better staff morale and retention, and higher productivity. Upskilling saves cash. Not only that, but there are a myriad of other advantages to this strategy, for both employer and employee. It is a win-win situation for the whole team. To compete and develop, practices need skilled staff who are up to date with techniques and technologies.

Upskilling is vital in this respect for growth and development of practices, plus maintaining competitiveness in the marketplace. Although some staff may see training as an inconvenience that takes them away from their desks, many enjoy the stimulation of learning new skills. It also increases an employee's sense of value that leads to greater motivation and loyalty to the practice. The staff that feels valued are more likely to stay long term in the practice, which builds the overall feeling of being part of a team.

AMA Skills Training offers an opportunity for flexible training – online/at the workplace/self-paced learning and workshops. Retaining talented personnel should be a high priority as you can be sure your competitors will jump at the chance of welcoming them onto the payroll. Show your members of staff that you value them and consider them to play a large part and role in the growth of your practice.

By **upskilling** you are demonstrating your trust in them.

Upskilling provides the tools to undertake established and new tasks and roles to the best of your staff's abilities, without them feeling out of their depth.

Upskilling negates the need for recruitment, which has a significant price tag attached to it. Not only that but costs are reduced by improved productivity and increased efficiency. So the next time you are wondering whether it is worthwhile sending your staff on the latest course, do yourself and them a favour and book them straight into **AMA Skills Training**. Your practice will reap the rewards for a long time to come.

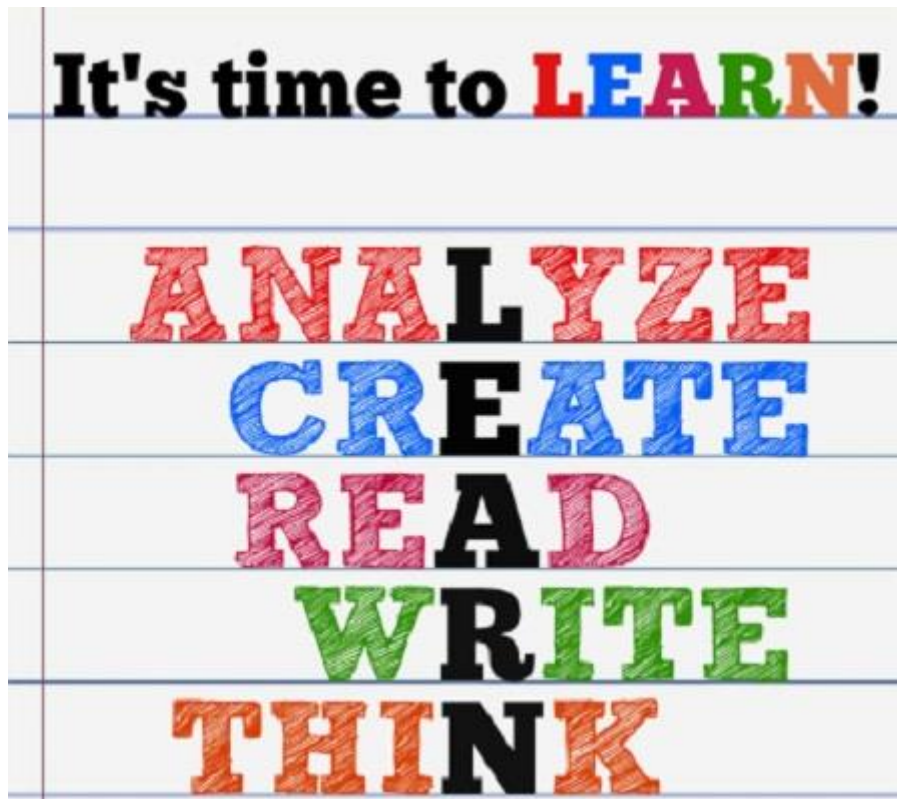
Offering both flexible delivery and enrolment • Information/Induction Sessions • Online and Self-Paced Learning • Workshops • Flexible payment plans • Student mentoring • RPL assessment

Courses Available:

- Diploma of Practice Management
- Diploma of Leadership and Management
- Certificate IV in Health Administration
- Certificate III in Business Administration (Medical)

Do you have skilled workers who need the paper to prove it? Recognition of Prior Learning (RPL) is a process whereby an assessment is completed which determines the individual's prior learning, achieved through work experience, informal and formal training, or other life experience to clearly identify that the applicant has achieved the level of competency required.

For more information contact: AMA(TAS) P: 03 6223 2047 E: ama@amatas.com.au



Medicine Ingredient Names Changing

Some medicine ingredient names used in Australia are changing to bring them in line with names used internationally. There will be a four year transition period, expected to start from April 2016. Some changes are minor, for example, amoxicillin to amoxicillin. Other changes are more significant, for example, colaspase to asparaginase.

When changes are significant, the medicine labels will need to use both the old and new ingredient name for four years from April 2016.

A list of affected medicine ingredients is available on the [TGA website](#).

The TGA will develop education material and tools to support the medicine ingredient name changes to make sure medicines continue to be used safely.

Revised Medical Fitness to Drive Assessments

From January 2016, a new version of the Medical Fitness to Drive Assessment form will be introduced to assist with the collection of information regarding your patient's fitness to drive.

This new form has been developed following consultation with a range of stakeholders, including Medical Practitioners.

To assist you with the transition to the new form, please [READ](#) the attached information sheet that explains the fundamental changes to this form. It is important to note that the previous form will be accepted during the transition period to the new form.

Also, the Patient Questionnaire previously sent to patients requiring a fitness to drive medical assessment will no longer be sent.

This change is a result of feedback that the form was not widely used and patient's found the form discriminatory.

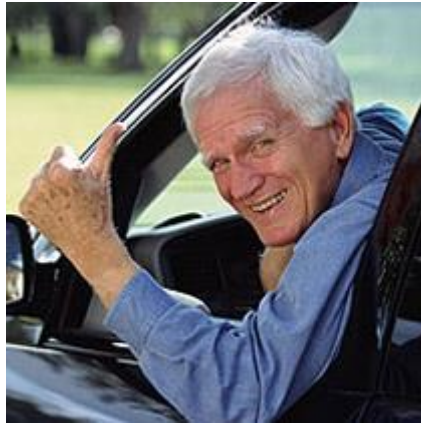
The questionnaire is still available online for use by practices, should they wish to do so. Available [HERE](#).

Further, in our letter to patients we will be asking that they advise the surgery at the time of making the appointment they require a medical fitness to drive assessment.

We value your input and would like to continue to develop and refine the "Medical fitness to drive assessment" form, as such there is a section on the reverse side of the form for you to provide any feedback and we will be reviewing the form after three months of use.

If you have any questions, please contact the Team Leader of Driver Licensing on 6166 4876. Registration and Licensing Services Tasmania.

For your information, please find [ATTACHED](#) a revised copy of the Medical Fitness to Drive Assessment Form.



The AMATAS office will be closed from 12 noon, Thursday 24 December and will reopen 9 am Monday 4 January

27 & 28 May 2016 – AMA National Conference – Canberra

Headlines

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