



Hua Mei
Training Academy

A Tsao Foundation Initiative



SGUNITED PROGRAMMES

SGUnited Skills Programme for
Care and Coordination (Community Eldercare)



HUA MEI TRAINING ACADEMY - HMTA

The Hua Mei Training Academy (HMTA) is a dedicated provider of training in community-based eldercare, supporting the urgent need for capacity building in that service sector. In addition to professional courses, we offer education and training to the general public to empower optimising the benefits of longevity and support ageing in place.

HMTA channels the knowledge and skills acquired by the Hua Mei Centre for Successful Ageing and the International Longevity Centre – Singapore to the wider community and other eldercare professionals to impact change and engender age-friendly values and practices.

HMTA's training portfolio includes certification programmes, workshops and talks on ageing and aged care, health promotion and management, as well as dementia care. We conduct trainings for the eldercare industry at entry and professional levels. We also train seniors, volunteers and family caregivers and hold talks for the general public, commercial clients and special interest groups such as pre-retirees.

*Our approach has always been
“by practitioners for practitioners”
and “by practitioners for
individuals and community”
to support positive ageing in the community.*

Our trainers are professionally qualified and experienced health practitioners and educators. Drawing on their fieldwork, they use practical, real life scenarios and cases.

In 2008, HMTA was appointed as the Continuing Education and Training (CET) Centre for the Community and Social Service (Senior Services) Sub-Sector by the then Singapore Workforce Development Agency (WDA), which has since re-launched as SkillsFuture Singapore (SSG). The CET agenda is to raise the standards and competencies of the sector through a structured competency-based training roadmap.

HMTA was registered by the Council for Private Education under the Enhanced Registration Framework in 2011 and received a six-year licence for its operations. The regulatory body, now renamed the Committee for Private Education, awarded HMTA another six-year licence in 2017.





The Importance of Community Care

Over the next two decades, Singapore is expected to experience increased ageing in population. It is estimated that by 2030, almost a million Singaporeans will be aged 65 and above. As the ageing population continues to grow in Singapore, the importance of community care will play an even larger and more important role in the future.

Increasingly, more intermediate and long term care (ILTC) services will be required to be set up to provide support for older persons after being discharged from hospital as well as provide support for community-dwelling seniors in all aspects, such as emotional, psychological and physical, ensuring that they are respected and well-cared for.

Home-Based Services

Many older persons are living amongst us and some of them are frail or have mobility difficulties to access basic medical needs. Home-based services such as medical care, nursing care, palliative care and even meal delivery services ensure that health and daily needs of the older persons are taken care of, especially for those with no caregivers assisting them.

Centre-Based Services

Day care programmes such as Senior Activity Centres are set up to provide centre-based care in

the day on a regular basis while their family members are away at work. The centres are usually situated close to their homes to ensure that older persons can enjoy the activities in a familiar setting.

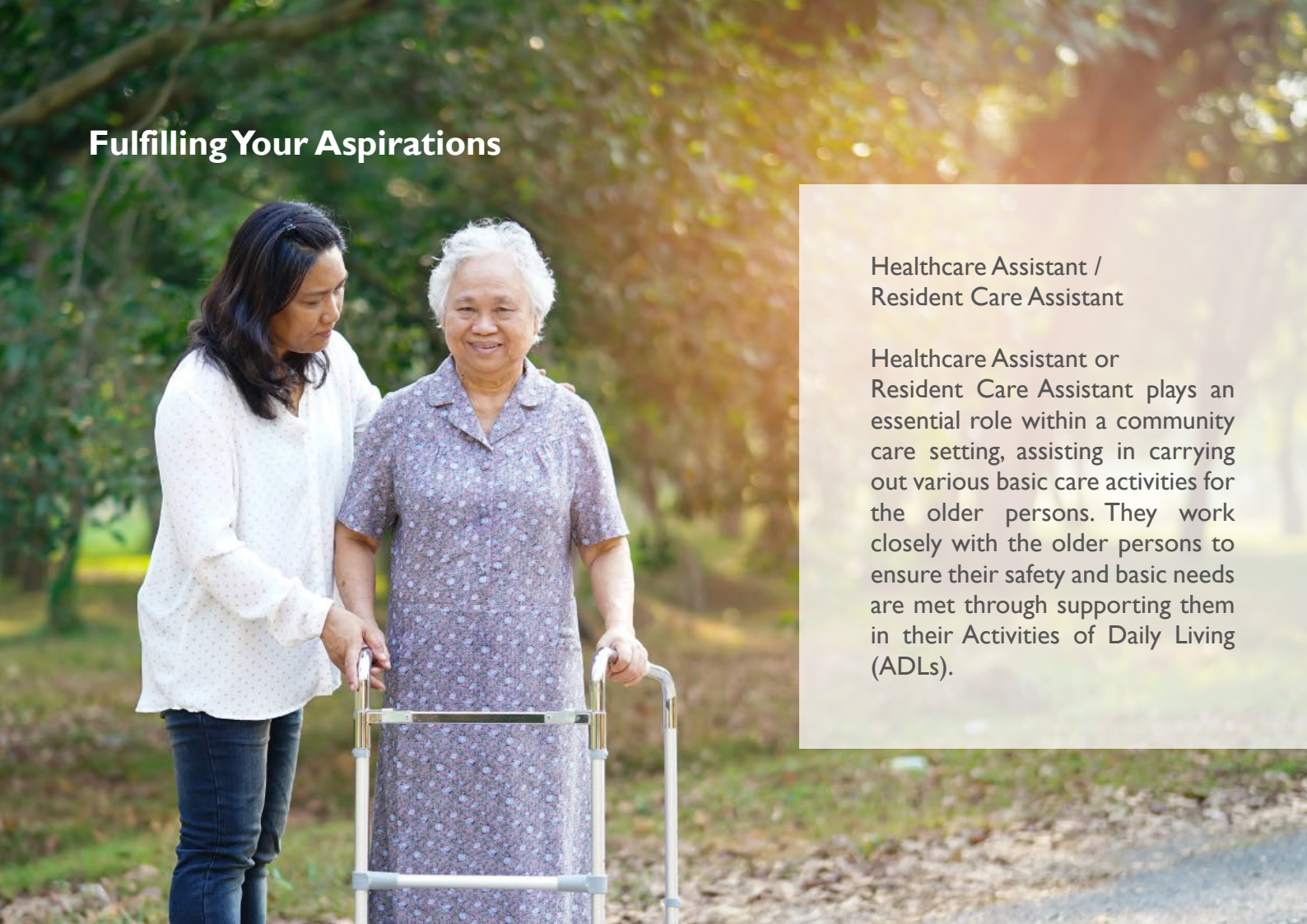
A broad range of recreational activities are introduced to keep the older persons both mentally and physically active and to provide ample opportunities for them to interact amongst each other to optimise their social well-being.

Residential ILTC Services

After being discharged from acute hospitals, older persons can seek a continuum of care in residential ILTC facilities such as community hospitals or nursing homes where they can receive continued medical, nursing or rehabilitative services, and to eventually recuperate back to health.

As a community, we should work towards creating long-term sustainable offerings of community care services. With our concerted efforts, we can maximise the potential of each individual and support them to age in place confidently and successfully.

Fulfilling Your Aspirations



Healthcare Assistant / Resident Care Assistant

Healthcare Assistant or Resident Care Assistant plays an essential role within a community care setting, assisting in carrying out various basic care activities for the older persons. They work closely with the older persons to ensure their safety and basic needs are met through supporting them in their Activities of Daily Living (ADLs).



Assistant Care Manager / Care Coordinator

Assistant Care Manager or Care Coordinator is the key personnel that bridges the gap between the medical team and the older persons. Assistant Care Manager or Care Coordinator works closely with the team and the family of the older persons to develop a holistic care plan that addresses the psycho-social needs of the older person. The Assistant Care Manager or Care Coordinator is also responsible for monitoring and evaluating the care delivered to the older persons and to highlight any concerns that may surface in their day to day interaction with the older persons.



2022 Course Intake:
Intake 1 : 3 Jan 2022
Intake 2 : 7 Feb 2022
Intake 3 : 7 Mar 2022
(6 months duration)

1. Acquire Care Skills to Support the Older Persons

Course Outline:

- Ageing process and the older persons
- Psycho-social care for the older persons
- The older persons and their support system
- Building safety for the older persons
- Basic healthcare care practices

Mode of Learning and Duration:

- Classroom training (35 hours)
- Clinical attachment (35 hours)
- Mentoring (10 hours)
- Assessment (5 hours)

Total: 85 hours

2. Enhance Care Skills to Support the Older Persons

Course Outline:

- Basic counselling skills in addressing emotional needs for older persons
- Life review skills
- Care coordination 101
- Identifying biopsychosocial risk and red flags in elders

Mode of Learning and Duration:

- Classroom training (56 hours)
- Mentoring (16 hours)
- Assessment (4 hours)

Total: 76 hours

3. Caring for Persons with Dementia

Course Outline

- Introduction to dementia
- Person-centred principles in dementia care
- Use of different communication techniques to interact with persons with dementia
- The impact of changed behavior in persons with dementia
- Therapeutic activities for persons with dementia
- Palliative care approach for persons with dementia
- Practice self-care

Mode of Learning and Duration:

- Classroom training (21 hours)
- Mentoring (8 hours)
- Assessment (2 hours)

Total: 31 hours

Attachment

There will be a Clinical Attachment upon completing Module 3.

Total: 70 hours



4. Identifying and Managing At-Risk Elder in the Community

Course Outline

- Introduction to ComSA BioPsychoSocial (BPS) Risk Screener
- How to administer the ComSA BioPsychoSocial (BPS) Risk Screener
- Scoring system and case practice
- Role-play session

Mode of Learning and Duration:

- Classroom training (7 hours)
- Mentoring (8 hours)
- Assessment (1 hour)

Total: 16 hours

5. Working with Families

Course Outline

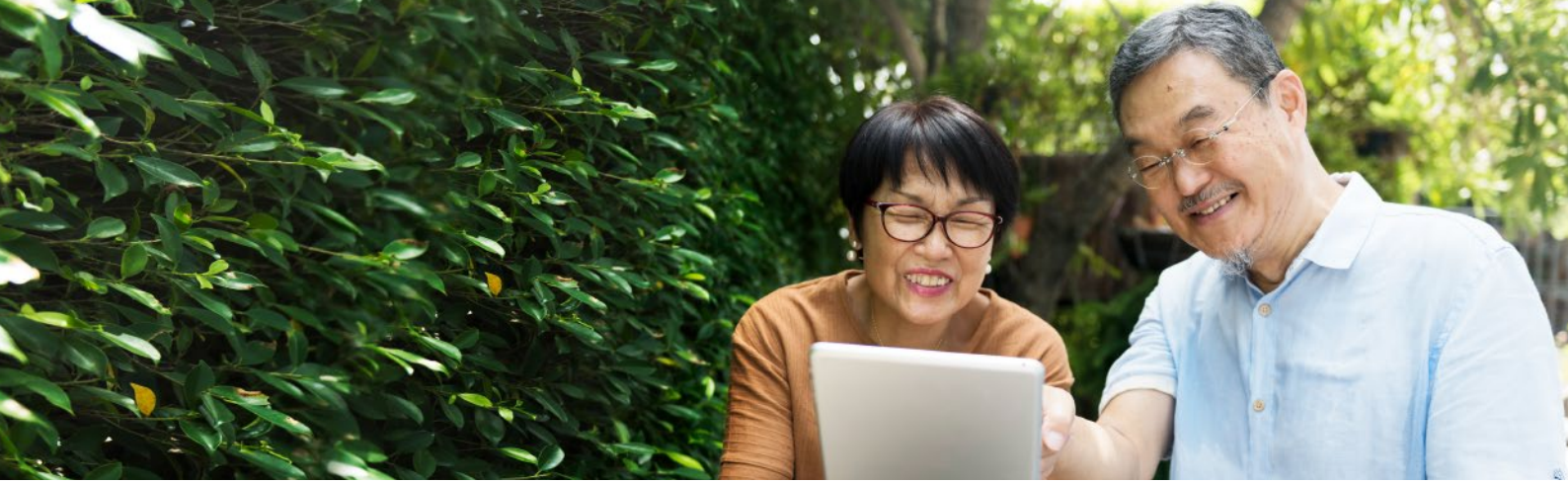
- Family system and relationship patterns
- Family history and impact on current relationship
- Typical scenarios and changing trends
- Family genogram
- Application of family genogram in care planning

Mode of Learning and Duration:

- Classroom training (7 hours)
- Mentoring (8 hours)
- Assessment (1 hour)

Total: 16 hours





6. Mindfulness and Self-Care for Caregivers

Course Outline

- Understanding the physiological, emotional and behavioural response to caregiving stress
- Knowing your own responses to stress and its impact
- Knowing the self-care mandala
- Cultivating mindfulness as a tool to manage stress

Mode of Learning and Duration:

- Classroom training (14 hours)
- Assessment (1 hour)

Total: 15 hours

7. Introduction to Design and Implement Activities for the Older Persons

Course Outline

- Person-centred principles of activities design and implementation
- Knowing the different types of activities – cognitive, psycho-social
- Implementing individual and group activities

Mode of Learning and Duration:

- Classroom training (14 hours)
- Assessment (1 hour)

Total: 15 hours

Attachment

There will be a Clinical Attachment upon completing Module 7.

Total: 70 hours





Course Fees at a glance

Prospective Job Roles	Healthcare Assistant Resident Care Assistant Assistant Care Manager Care Coordinator
Course Duration	Six months
Full Course Fee	\$14,150.00 (before GST)
Nett Fee Payable after SSG Funding	\$500.00*
Training Allowance	\$1,200.00** per month

*Fees stated are inclusive of 7% GST. SkillsFuture Credit can be used to offset Course Fees payable.

For more information, please visit <https://www.skillsfuture.gov.sg/credit>.

**Trainees must commit to full-time training over the course duration and must meet minimum 75% attendance to qualify for Training Allowance.

For more information, please visit <https://www.myskillsfuture.gov.sg/content/portal/en/header/faqs/SGUnitedSkills.html>.



Your Learning Pathway

A learning and development pathway will be introduced to better support your job role and services towards a successful and meaningful ageing journey in elder care organisations.

1. Acquire Care Skills to Support the Older Persons
2. Enhance Care Skills to Support the Older Persons
3. Caring for Persons with Dementia Attachment

**You will acquire the relevant skillsets to support the role of Healthcare Assistant or Resident Care Assistant.*

Healthcare Assistant or Resident Care Assistant

Four months

Assistant Care Manager or Care Coordinator

Six months

4. Identifying and Managing At-Risk Elder in the Community
5. Working with Families
6. Mindfulness and Self-Care for Caregivers
7. Introduction to Design and Implement Activities for the Older Persons Attachment

**You will acquire the essential skillsets to support the role of Assistant Care Manager or Care Coordinator.*

Duration: Two to three days per week for six months.



Hua Mei Training Academy

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**For admission enquires,
please contact us at:**

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Hotline: 6593 9558
Email: hmta@tsaofoundation.org

Operating Hours

Monday to Friday: 8.30 am – 6.00 pm
Closed on Saturday, Sunday and public holidays.

CPE Compliance
ERF No. 199302114W
(31/10/2017 to 30/10/2023)