

EMPOWERED

Therapy & Training Pty Ltd

in conjunction with



KOOL KIDS TUTORING

SEEKING AN INHOME/COMMUNITY SUPPORT WORKER ONBOARDING FOLDER



NATIONWIDE

 www.empoweredtherapyandtraining.com

 +61 7 4864 9888  1-800-00-7888

 contact@empoweredtherapyandtraining.com

 Empowered Therapy and Training

 [empoweredtherapyandtraining](https://www.instagram.com/empoweredtherapyandtraining)

 @EmpowerThera1

 Teresa Everton

 Inspired Generation | Who Am I?

 www.koolkidstutoring.com.au

 +61 7 5689 6088  1-800-00-9888

 contact@koolkidstutoring.com.au

 Kool Kids Tutoring

 [koolkidstutoring](https://www.instagram.com/koolkidstutoring)

 @Kool_Kids_Tuts

 Teresa Everton

 Kool Parents / Kool Kids





Welcome Everyone

Teressa Everton

FOUNDER AND DIRECTOR
OF EMPOWERED THERAPY AND
TRAINING

We are about
empowering and
supporting everyone to be
the best they can be and
will endeavour to help in
every way possible to
help you achieve
this.



Registration Group – 0107

Daily Personal Activities

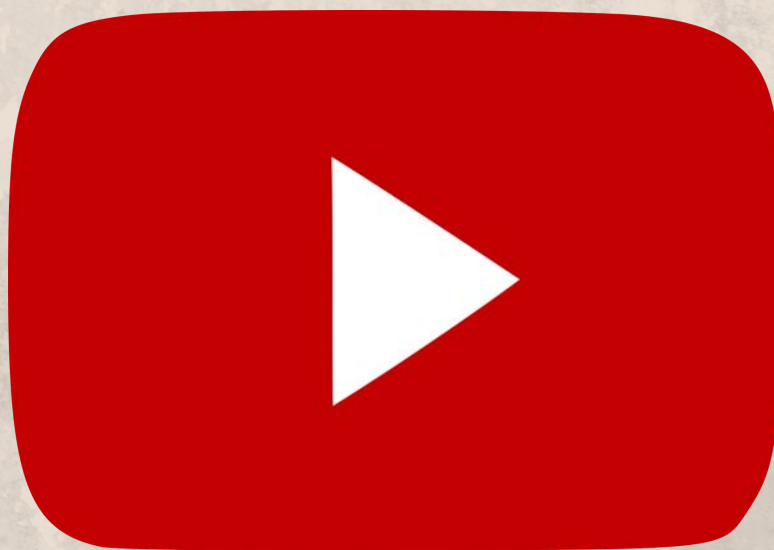
Our highly trained, dedicated and qualified support staff are assisting people with a wide range of disabilities, or supervising people with a disability with a range of personal tasks of daily life, thereby enabling the participant to live their life as autonomously as possible. The individual supports can be provided in a range of environments, including but not limited to the participant's own home.

Our experienced team of support workers can provide;

1. Assistance with, or supervision of, personal tasks of daily living where overnight support is needed and the care giver will not have the option to sleep.
1. A person who lives in the house (regular shifts) of, or travels with the participant and provides assistance with, and/or supervision of, personal tasks of daily life to develop skills of the participant to live as autonomously as possible.
1. Assistance for the NDIS participant to undertake and/or develop skills to maintain their home environment where the participant owns their own home and/or has sole or substantial responsibility for its maintenance. This includes assisting participant to do basic house and yard work.

Support Worker

Click here to watch Video



Our Commitment to our Clients:

Empowered Therapy and Training in conjunction with Kool Kids Tutoring will **ALWAYS** endeavour to provide our clients with a practical way of remembering their supports and appointments to avoid unexpected cancellations. This may be provided in various ways, such as phone calls, emails, text messages, or other ways that we may have agreed upon. **Empowered Therapy and Training** in conjunction with **Kool Kids Tutoring** will support our clients to prepare a cancellation plan if they believe they will encounter problems keeping their appointments due to memory, health, anxiety, or other reasons.

Where they fail without notice to keep the scheduled arrangement for the support (a “no show”), we make every effort to contact them to determine if there is an additional problem, (eg: they have fallen out of bed and cannot raise an alarm, or the informal supporters are in crisis and additional support is likely to be required).

Empowered Therapy and Training in conjunction with **Kool Kids Tutoring** are open to any questions you may have regarding any of the above.

- PICK UPS/DROP OFFS FROM SCHOOL/APPOINTMENTS
- ASSIST WITH SELF MEDICATION
- IN-HOME TASKS
- WASHING, DRESSING, EATING, BUDGETING



Support Workers

- Aged & Youth Care
- Mental Health
- Disabilities
- Family Support
- Community
- Personal

FORMS TO COMPLETE

**Click the links to fill up the
forms online or you can**



Employee Finance Information

**Kindly fill out this form
first.**

Click this link



[https://form.jotform.com/
empoweredtherapy/emplo
yee-finance-details](https://form.jotform.com/empoweredtherapy/employee-finance-details)

Other form to complete

**The following are links to forms to complete.
Kindly click on the links to submit it online.**

REFERRAL FORM

<https://form.jotform.com/empoweredtherapy/ett-referral-form>

CASE NOTES:

<https://form.jotform.com/empoweredtherapy/case-notes>

CLIENT WELCOME FORM:

<https://form.jotform.com/empoweredtherapy/client-welcome-form>

PERSONAL INFORMATION DISCLOSURE AND CONSENT TO OBTAIN AND RELEASE INFORMATION:

<https://form.jotform.com/empoweredtherapy/personal-information-disclosure-per>

GENERAL WHSE CHECKLIST:

<https://form.jotform.com/empoweredtherapy/general-whse-checklist-nationwide>

PARTICIPANT RISK ASSESSMENT FORM:

<https://form.jotform.com/empoweredtherapy/participant-risk-assesment-form>

COMMUNITY SERVICES WHSE CHECKLIST (IN-HOME SUPPORT WORKER ONLY NOT COMMUNITY SUPPORT WORKER):

<https://form.jotform.com/empoweredtherapy/community-services-whse-checklist-n>

FORMALISED ASSESSMENTS REGISTRATION:

<https://form.jotform.com/empoweredtherapy/case-notes>

ETT NATIONWIDE INCIDENT REPORT FORM

<https://form.jotform.com/empoweredtherapy/ett-nationwide-incident-report-form>

REQUEST FOR HOME AND LIVING SUPPORTS:

<https://form.jotform.com/empoweredtherapy/request-for-home-and-living-support>

SUPPORT WORKERS RECRUITMENT DOCUMENTATION:

<https://form.jotform.com/empoweredtherapy/support-workers-recruitment-documen>

KOOL KIDS TUTORING

ENROLMENT AND PAYMENT AGREEMENT FORM:

<https://form.jotform.com/empoweredtherapy/kkt-enrolment-and-payment-agreement>

POSITIVE BEHAVIOUR SUPPORT

ABC OBSERVATION DATA LOG:

<https://form.jotform.com/empoweredtherapy/abc-observation-data-log>

FUNCTIONAL BEHAVIOUR ASSESSMENT (FBA) INTERVIEW FORM:

<https://form.jotform.com/empoweredtherapy/fba-interview-form>

FBA REPORT TEMPLATE:

<https://form.jotform.com/empoweredtherapy/functional-behaviour-assessment-fba>

GLASGOW DEPRESSION SCALE SELF-REPORT SCREENING QUESTIONNAIRE:

<https://form.jotform.com/empoweredtherapy/glasgow-depression-scale-self-repor>

GLASGOW DEPRESSION SCALE: CARE-GIVER SUPPLEMENT:

<https://form.jotform.com/empoweredtherapy/glasgow-depression-scale-care-giver>

KOOL KIDS CAMP

CAMP ENROLMENT FORM:

<https://form.jotform.com/empoweredtherapy/kool-kids-camp-enrolment-form-filla>

REQUEST TO ADMINISTER MEDICATION ON CAMP:

<https://form.jotform.com/empoweredtherapy/request-to-administer-medication-on>

FOOD AND TRAVEL CONSENT FORM:

<https://form.jotform.com/empoweredtherapy/food-and-travel-consent-form>

OTHERS

CLIENT FEEDBACK SURVEY:

<https://form.jotform.com/empoweredtherapy/client-feedback-survey>

STAFF FEEDBACK SURVEY:

<https://form.jotform.com/empoweredtherapy/client-feedback-survey>

EVENT EVALUATION JOTFORM:

<https://form.jotform.com/213408576775466>

 **EMAIL ALL REFERRALS TO:** referrals@empoweredtherapyandtraining.com

Clocking in and out

'Please Download BrightHR



BRIGHT HR TUTORIAL



click Play button



and Blip by Bright HR (Clock in and Out)



blip
by  bright^{hr}

BLIP SIGN IN SIGN OUT



click Play button



How to contact us

If you would like to contact
Empowered Therapy and Training in
conjunction with **Kool Kids Tutoring**,
please feel free to use one of the
following methods:



Head Office Phone no:

(07) 4864 9888

Nationwide



1-800-00-7888

Email Address

contact@empoweredtherapyandtraining.com

Scan to visit the ETT Website



SUPPORT WORKER CALENDAR OF ACTIVITIES

CALENDAR 1

Daily Living Activities



MONDAY

MONDAY Schedule
9:30 AM - 11:00AM
TEN-PIN BOWLING
11:30 AM - 12:00NN
LUNCH
12:30 PM - 3:00PM
MOVIES AT THE CINEMA (Group Choice)

LUNCH

MOVIES AT THE CINEMA

TUESDAY

TUESDAY Schedule
Fun in the sun day
9:00 AM - 5:00 PM
FULL DAY TRIP (Refer to the Activity list)

GOLD COAST

GOMA ART MUSEUM

INDOOR ROCK CLIMBING

INDOOR TRAMPOLINE

WEDNESDAY

WEDNESDAY Schedule
9:00 AM - 11:30AM
ADVENTURE DAY

PUTT PUTT

ESCAPE ROOM

ROLLER SKATING

GO CARTING

TIMEZONE

THURSDAY

THURSDAY Schedule
10:30 AM - 11:30AM
EXERCISE
12:00 PM - 12:30 PM
LUNCH
1:00 PM - 3:00 PM
ART LESSON

GYM & SAUNAS

BUSH WALK & SWIMMING

ART LESSON

FRIDAY

FRIDAY Schedule
9:30 AM - 11:30AM
TECHNOLOGY TIME
12:00 PM - 12:30 PM
LUNCH
1:00 PM - 5:00 PM
COOKING /BAKING/BINGO AND BOARD GAMES

LUNCH

PROGRAMMING

3D MODELING

BOARD GAMES

COOKING/BAKING

CODING

SATURDAY

SATURDAY Schedule
9:30 AM - 11:30AM
COMMUNITY MARKETS/ PAMPER MORNING
12:00 PM - 6:00 PM
LUNCH + CULTURAL EXPLORATION
12:00 PM - 6:00 PM
TIVOLI DRIVE-IN MOVIE

carraraMarkets

CARARA

ORION

TEMPLE

TIVOLI DRIVE-IN MOVIES

SUNDAY

SUNDAY Schedule
9:30 AM - 11:30AM
COMMUNITY MARKETS/ PAMPER MORNING
12:00 PM - 12:30 PM
LUNCH
1:00 PM - 5:00 PM
INDIVIDUAL FREE CHOICE AFTERNOON

LUNCH

ORION

***Activities List:**
Fun in the Sun Day: chocolate/lolly factories, science museum, GOMA, Ipswich art museum, indoor rock climbing, trampolining, historical tours, beach days (Gold Coast, Redcliffe, Sunshine Coast), Zoos
Adventure Day: timezone, roller skating/roller blading, go carting, escape rooms, Dinovore, Putt Putt
Shopping: alternate between grocery shopping and clothes shopping (e.g. Shopping Centres: DFO, Australia Fair, Indooroopilly, Robina)
Exercise - bushwalks, gyms, swimming pool, saunas
Art lesson: put your artist hat on and get ready to learn how to draw
Technology Time: 3D Modeling, Creating your own Website and QR Code, Create your own Minecraft Server and Player Skin, Create your own augmented reality experience, Learn to Code, Deep Art Neural Networks, Tilt Brush VR, Unity Environment Design Workshop (Programming 9-10, Gaining 10-11, 11-12 3D Modelling) 9-12 and lunch will be 12-1
Community Markets: Access your local community markets (find list of Sat and Sun market)
Cultural Exploration Afternoon: Chinatown, Indian/Turkish/Filipino/Middle Eastern Food, Temples, etc...
Sunday: Once a month Sunday - theme park day - theme park days - Movie World, Dreamworld, Wet n Wild, Whitewater world, Sea World
Pamper mornings: massages, self-care, learning grooming etiquette, manicure/pedicure, hair cut

CALENDAR 2

Job Ready Activities



MONDAY

MONDAY Schedule
9:30 AM - 11:00AM
TEN-PIN BOWLING
11:30 AM - 12:00NN
LUNCH
12:30 PM - 3:00PM
MOVIES AT THE CINEMA (Group Choice)

TEN-PIN BOWLING

MOVIES AT THE CINEMA

TUESDAY

TUESDAY
10:00 AM - 11:30 AM
JOB READY SESSIONS
12:00 NN - 12:30 PM
LUNCH
1:00 PM - 11:5:00 PM
VOLUNTARY WORK

INTERVIEW PRACTICE

LAWN MOWING

RESUME WRITING

WALKING THE DOG

WEDNESDAY

WEDNESDAY Schedule
9:00 AM - 11:30AM
ADVENTURE DAY

PUTT PUTT

ESCAPE ROOM

ROLLER SKATING

GO CARTING

TIMEZONE

THURSDAY

THURSDAY
10:00 AM - 11:30 PM
LIFE SKILLS LITERACY/ NUMERACY SESSION
12:00 NN - 12:30 PM
LUNCH
1:00 PM - 11:5:00 PM
VOLUNTARY WORK

VOLUNTEER

VOLUNTARY WORK

LIFE-SKILLS LITERACY

FRIDAY

FRIDAY Schedule
9:30 AM - 11:30AM
TECHNOLOGY TIME
12:00 PM - 12:30 PM
LUNCH
1:00 PM - 5:00 PM
COOKING /BAKING/BINGO AND BOARD GAMES

LUNCH

PROGRAMMING

3D MODELING

BOARD GAMES

COOKING/BAKING

CODING

SATURDAY

SATURDAY Schedule
9:30 AM - 11:30AM
COMMUNITY MARKETS/ PAMPER MORNING
12:00 PM - 6:00 PM
LUNCH + CULTURAL EXPLORATION
12:00 PM - 6:00 PM
TIVOLI DRIVE-IN MOVIE

carraraMarkets

CARARA

ORION

TEMPLE

TIVOLI DRIVE-IN MOVIES

SUNDAY

SUNDAY Schedule
9:30 AM - 11:30AM
COMMUNITY MARKETS/ PAMPER MORNING
12:00 PM - 12:30 PM
LUNCH
1:00 PM - 5:00 PM
INDIVIDUAL FREE CHOICE AFTERNOON

LUNCH

ORION

***Activities List:**
Fun in the Sun Day: chocolate/lolly factories, science museum, GOMA, Ipswich art museum, indoor rock climbing, trampolining, historical tours, beach days (Gold Coast, Redcliffe, Sunshine Coast), Zoos
Adventure Day: timezone, roller skating/roller blading, go carting, escape rooms, Dinovore, Putt Putt
Shopping: alternate between grocery shopping and clothes shopping (e.g. Shopping Centres: DFO, Australia Fair, Indooroopilly, Robina)
Exercise - bushwalks, gyms, swimming pool, saunas
Art lesson: put your artist hat on and get ready to learn how to draw
Technology Time: 3D Modeling, Creating your own Website and QR Code, Create your own Minecraft Server and Player Skin, Create your own augmented reality experience, Learn to Code, Deep Art Neural Networks, Tilt Brush VR, Unity Environment Design Workshop (Programming 9-10, Gaining 10-11, 11-12 3D Modelling) 9-12 and lunch will be 12-1
Community Markets: Access your local community markets (find list of Sat and Sun market)
Cultural Exploration Afternoon: Chinatown, Indian/Turkish/Filipino/Middle Eastern Food, Temples, etc...
Sunday: Once a month Sunday - theme park day - theme park days - Movie World, Dreamworld, Wet n Wild, Whitewater world, Sea World
Pamper mornings: massages, self-care, learning grooming etiquette, manicure/pedicure, hair cut

SUPPORT WORKER CALENDAR OF ACTIVITIES

CALENDAR 3

School Holiday Activities



MONDAY	TUESDAY	WEDNESDAY	THURSDAY
MONDAY Schedule 9:30 AM - 11:00AM TEN-PIN BOWLING 11:30 AM - 12:00NN LUNCH 12:30 PM - 3:00PM MOVIES AT THE CINEMA (Group Choice) LUNCH MOVIES AT THE CINEMA	TUESDAY Schedule <i>Fun in the sun day</i> 9:00 AM - 5:00 PM FULL DAY TRIP (Refer to the Activity list) GOLD COAST GOMA ART MUSEUM INDOOR ROCK CLIMBING INDOOR TRAMPOLINE	WEDNESDAY Schedule 9:00 AM - 11:30AM ADVENTURE DAY 12:00 PM - 12:30AM LUNCH 1:00 PM - 4:30 PM GROCERY / CLOTHESWINDOW SHOPPING ROLLER SKATING PUTT PUTT GO CARTING ESCAPE ROOM ESCAPE ROOM WINDOW SHOPPING LUNCH TIMEZONE	THURSDAY Schedule 10:30 AM - 11:30AM EXERCISE 12:00 PM - 12:30 PM LUNCH 1:00 PM - 3:00 PM ART LESSON GYM BUSH WALK & SWIMMING LUNCH ART LESSON
FRIDAY	SATURDAY	SUNDAY	
FRIDAY Schedule 9:30 AM - 11:30AM TECHNOLOGY TIME 12:00 PM - 12:30 PM LUNCH 1:00 PM - 5:00 PM COOKING /BAKING/BINGO AND BOARD GAMES GAMING PROGRAMMING 3D MODELING CODING LUNCH BOARD GAMES COOKING/BAKING	SATURDAY Schedule 9:30 AM - 11:30AM COMMUNITY MARKETS/ PAMPER MORNING 12:00 PM - 6:00 PM LUNCH + CULTURAL EXPLORATION 12:00 PM - 6:00 PM TIVOLI DRIVE-IN MOVIE carrara Markets CARRARA ORION TEMPLE TIVOLI DRIVE-IN MOVIES	SUNDAY Schedule 9:30 AM - 11:30AM COMMUNITY MARKETS/ PAMPER MORNING 12:00 PM - 12:30 PM LUNCH 1:00 PM - 5:00 PM INDIVIDUAL FREE CHOICE AFTERNOON LUNCH ORION	

CHECK OUT THIS LINK FOR THE SUPPORT
WORKER CALENDAR JOTFORM

CLICK HERE





Congratulations!



**WELCOME
ONBOARD**

WĚŁČŎMĚ ŃĚŴ MĚMβĚŘŚ

Welcome to Empowered
Therapy and training in
conjunction with Kool Kids
Tutoring.

On behalf of our team and
management, we would like
you to know that we are so
grateful of having you.
We believe that you can
contribute a lot for our
company's success and
improvement.

Welcome aboard!

Your next step is to sign your
staff contract agreement,
please see the HR (Human
Resource Department)

Teressa Evertson

FOUNDER AND DIRECTOR
EMPOWERED THERAPY AND TRAINING
& KOOL KIDS TUTORING

