

Introduction to Caregiving		Hours	Class ID
Class What Does it Mean to Be a Professional Caregiver? <i>Closed Captions (English) and Spanish Subtitles Available</i>		1 hr	CARE0100
Description In this class, we show new and experienced caregivers how to prepare to meet clients. We discuss professionalism, how to interact with clients and their families, how to interact with teammates, and understanding advanced directives. Caregivers will also learn the importance of workplace safety, the importance of self-care, and how to protect themselves from dangers on the job.			
Objectives Define what a professional caregiver is and what professionalism looks like. Describe the correct way to interact with clients and their families about your care responsibilities. Describe the correct way to interact with your teammates to follow your client's care plan. Identify ways to take care of yourself and keep yourself safe when working in and around the client's home.			
Class Clients' Rights, HIPAA & Elder Abuse Prevention <i>Closed Captions (English) and Spanish Subtitles Available</i>		1 hr	CARE0202
Description In this class, we discuss clients' privacy, security (confidentiality), and related rights. We discuss elder abuse and neglect, including how to prevent it and how to report it if it does occur. Forms of abuse include verbal, physical, emotional, sexual, and financial abuse. The class also discusses ethical behavior as it relates to being a caregiver.			
Objectives Recognize the laws on privacy and confidentiality of client information (Health Insurance Portability and Accountability Act, or HIPAA). Apply your knowledge of client's rights when caring for an older adult. Identify the different signs of elder abuse. Apply strategies for preventing elder abuse. Report elder abuse based on the legal requirements for your state. Describe ethical behavior as it relates to being a caregiver. Identify signs of domestic abuse and child abuse.			
Class Observation, Reporting & Documentation: Part 1 <i>Closed Captions (English) and Spanish Subtitles Available</i>		1 hr	CARE0203
Description This class demonstrates the importance of observing, documenting and reporting on a client's condition. Caregivers will learn techniques for objective and subjective observation, elements and types of reports, and characteristics of effective documentation.			
Objectives Explain the importance of observation of client condition. Identify types of observation. Describe types of reports caregivers make and the elements of effective reports. Explain the importance of good documentation. Describe the characteristics of good documentation.			
Class Observation, Reporting & Documentation: Part 2		1 hr	CARE0204
Description In this class, caregivers will learn how to look for changes in a client's condition, and the importance of reporting abnormal observations. They will learn to identify symptoms of concern and how to respond to changes in different bodily systems, in the client's vital signs, mental status, skin, nutrition, elimination, and in the client's home environment.			
Objectives Determine necessary observations of normal and abnormal conditions. Identify signs and symptoms of concern for different bodily systems. Describe appropriate observations of a client's family and home environment.			
Class Observation, Reporting & Documentation: Part 3		1 hr	CARE0205
Description In this class, caregivers will learn when to report on the client's condition, how to report, and the types of reports to make. The class will also cover the characteristics of effective documentation, common medical terminology used in documentation, and the dangers of inaccurate documentation.			
Objectives Describe the types of reports caregivers make. Identify elements of effective documentation. Discuss the impact of inaccurate documentation. Identify medical terminology and abbreviations used in documentation.			

Class	Vital Signs: Part 1	1 hr	CARE0206
Description	In this class, caregivers will learn the role of vital signs in assessing a client's health, and the importance of accurately measuring vital signs. Caregivers will learn when to measure temperature, pulse, respiration, and blood pressure, and the normal ranges for each. The course will also cover how to monitor a client's pain.		
Objectives	Describe the five vital signs and why vital signs are important. Explain the importance of monitoring a client's body temperature. Explain the importance of monitoring a client's pulse. Explain the importance of monitoring a client's respiration. Explain the importance of monitoring a client's blood pressure. Explain the importance of monitoring a client's pain.		
Class	Vital Signs: Part 2	1 hr	CARE0207
Description	This class teaches caregivers the techniques for measuring vital signs: temperature, pulse, respiration, blood pressure, and pain. Caregivers will learn when to measure temperature, pulse, respiration, and blood pressure, the normal ranges for each, and what to do when measurements are outside normal ranges.		
Objectives	Demonstrate how to measure a client's body temperature. Demonstrate how to measure a client's pulse. Demonstrate how to measure a client's respiration. Demonstrate how to measure a client's blood pressure. Determine how to assess a client's pain.		
Communication & Professionalism			
Class	Professionalism: Communication, Problem Solving & Cultural Competency	1 hr	CARE0113
	<i>Closed Captions (English) and Spanish Subtitles Available</i>		
Description	This class explores the importance of communication and problem-solving skills for professional caregivers. You will learn to recognize cultural differences and identify strategies for communicating effectively with those whose language and cultural background differ from yours.		
Objectives	Define communication. Demonstrate good communication skills including verbal and non-verbal approaches. Utilize problem-solving skills for dealing with conflicts. Define culture and how it influences an individual's worldview. Recognize cultural differences through behaviors or beliefs. Communicate effectively with those whose language background differs from yours.		
Class	Communicating with Older Adults	1 hr	CARE0103
	<i>Closed Captions (English) and Spanish Subtitles Available</i>		
Description	In this CareAcademy class, we discuss strategies for communicating with older adults who have impairments such as hearing, vision, or memory loss. We also review how to apply good communication skills to manage difficult client behaviors and events.		
Objectives	Identify good communication techniques for working with older adults. Discuss additional communication techniques for older adults with physical disabilities and memory problems.		
Class	Time Management & Organization Skills	1 hr	CARE0104
Description	This class will teach caregivers the importance of time management. Caregivers will learn to determine priorities, set goals, and manage their personal and professional time more effectively.		
Objectives	Describe the importance of time management. Demonstrate how to determine priorities and set realistic goals. Identifying the obstacles to effective time management.		
Class	Hiring & Communicating with Caregivers	1 hr	CARE0105
Description	This class will teach family members how to hire and communicate with caregivers for older adult family members. Family members will learn the steps to follow when selecting and interviewing a caregiver. Family members will consider the financial and legal aspects of bringing a caregiver into the home, and how to maintain effective communication with caregivers.		
Objectives	Determine plans to be made prior to hiring caregivers of older adults. Identify types of caregiving services and strategies for selecting caregivers of older adults. Recognize financial and legal considerations when hiring caregivers of older adults. Describe approaches for effective communication with caregivers of older adults.		

Class	Sexual Harassment Prevention <i>Closed Captions (English) and Spanish Subtitles Available</i>	1 hr	CARE0106
Description	This class will teach the caregiver how to recognize, report, and help protect themselves from sexual and other forms of harassment.		
Objectives	Define sexual harassment. Recognize sexual and other forms of harassment. Determine strategies for addressing sexual harassment.		
Class	Working with an Aging Population <i>Closed Captions (English) and Spanish Subtitles Available</i>	1 hr	CARE0107
Description	This class will explore the role of aging in the twenty-first century, and explain how ageism impacts older adults. Caregivers will learn how age and illness affect the sensory and motor functions of the older adult, and how to adapt care for an older client's needs.		
Objectives	Explain the role of aging in the twenty-first century. Recognize examples of ageism. Determine how the five senses change with age. Identify the age-related physical changes that impact the care of older adults.		
Assisting with Activities of Daily Living			
Class	Assisting with Personal Care Through ADLs <i>Closed Captions (English) and Spanish Subtitles Available</i>	1 hr	CARE0300
Description	In this class on activities of daily living (ADLs), we touch upon how to assist older adults with activities such as transferring, bathing, grooming, dressing, toileting, and eating.		
Objectives	Define activities of daily living and the importance of personal care. Describe the strategies for assisting with personal hygiene. Describe the best practices to be followed while assisting older adults for transferring, bathing, dressing, toileting, and eating.		
Class	Assisting with Bathing	1 hr	CARE0301
Description	This class will teach caregivers how to bathe an older adult. After understanding the importance of bathing, caregivers will be instructed on how to make bathing safe and dignified.		
Objectives	Bathe an older adult. Implement strategies for safe and dignified bathing. Solve conflicts in bathing an older adult.		
Class	Assisting with Elimination Needs	1 hr	CARE0302
Description	This class will teach caregivers the reasons for bowel and bladder control and elimination problems in older adults. Caregivers will learn techniques for using appropriate equipment when assisting clients with elimination.		
Objectives	Explain reasons for bowel and bladder control and elimination problems in older adults. Identify the steps for assisting an older adult in using the toilet. Identify the steps for assisting an older adult in using a bedpan. Identify the steps for assisting an older adult in using a urinal. Describe the purpose and use of urinary catheters in older adults.		
Class	Assisting with Oral Hygiene <i>Closed Captions (English) and Spanish Subtitles Available</i>	1 hr	CARE0303
Description	This class will teach caregivers how to assist clients with oral care. Caregivers will learn how to inspect the mouth for signs of problems, and how to provide care for clients with dental pain.		
Objectives	Describe features of the mouth. Recognize symptoms of mouth problems. Identify oral health problems caused by common medical conditions and medications. Determine caregiving techniques for clients who have dental pain.		

Assisting with Living Independently		Hours	Class ID
Class Assisting with Independent Living Through IADLs <i>Closed Captions (English) and Spanish Subtitles Available</i>		1 hr	CARE0400
Description In this class on instrumental activities of daily living (IADLs), we touch upon how to assist older adults with activities such as meal preparation, medication self-administration, social connections, and transportation.			
Objectives Demonstrate an understanding of food and nutrition when assisting with meal planning for the older adult. Determine tactics for assisting older adults with self-administration of medication. Identify strategies for assisting older adults to maintain social connections. Recognize approaches for transporting older adults.			
Class Overview of Transfers & Mobility Equipment <i>Closed Captions (English) and Spanish Subtitles Available</i>		1 hr	CARE0403
Description This class will teach caregivers how to safely use lifts and mobility equipment with an older adult, as well as ways in which bed rails and alarms can be used to increase nighttime safety.			
Objectives Identify different types of mobility equipment and their use. Explain how to safely transfer an older adult using a gait belt, slide board, or mobility device. Describe how to use a Hoyer lift to transfer an older adult. Determine how to use bed rails, monitors, and alarms to keep an older adult safe in bed.			
Class Assisting with Range of Motion Exercises		1 hr	CARE0404
Description This class will discuss how joints and muscles work together, and their role in mobility. Caregivers will learn how to safely perform active and passive range of motion exercises with an older adult.			
Objectives Describe the anatomy of joints. Explain how muscles help joints to move. Demonstrate how to perform active range of motion exercises for the older adult's upper and lower body. Demonstrate how to perform passive range of motion exercises for older adults who are bedridden.			
Class Assisting with Activities & Recreational Therapy at Home		1 hr	CARE0405
Description This class will teach caregivers the importance of recreational therapy for older adults. Caregivers will learn how to safely use recreational therapy skills with clients. Caregivers will also learn how to safely lead activities for older adults with certain medical conditions.			
Objectives Describe the importance of recreational therapy in the care of older adults. Demonstrate the caregiver's role in providing engagement opportunities for older adults. Identify safe recreational therapy activities for older adults. Explain the barriers to recreational therapy and challenges for older adults living with medical conditions.			
Managing Specific Health Conditions		Hours	Class ID
Class Overview of Cancer Care		1 hr	CARE0500
Description This class will teach caregivers about cancer, what is unique about cancer in an older adult, cancer treatments, cancer symptoms, and potential caregiver tasks. After understanding what cancer is and how it can affect older adults differently, caregivers will be prepared to care for older adults and specific challenges they face when diagnosed and living with cancer.			
Objectives Define cancer. Describe cancer symptoms unique to older adults. Describe side effects of cancer and cancer treatment in older adults. Define caregiver tasks related to cancer.			

Class	Overview of Heart Disease Care	1 hr	CARE0501
Description	This class will teach caregivers about working with patients who have heart disease. The class focuses on how healthy living, medications, and caregiving activities work together to help the client.		
Objectives	Define heart disease. Identify common symptoms of heart disease in older adults. Explain methods for tracking and managing symptoms of heart disease. Describe a healthy diet for an older adult with heart disease.		
Class	Overview of Parkinson's Disease Care	1 hr	CARE0502
Description	This class will provide caregivers with a brief overview of Parkinson's disease, emphasize the importance of watching for worsening disease, and teach strategies to keep older adults with Parkinson's disease safe. By the end of the class, a caregiver will be able to demonstrate understanding of his or her role in the management of Parkinson's disease in older adults by listing some strategies for patient care that ensure dignity and quality of life for clients.		
Objectives	Describe the symptoms of Parkinson's disease in older adults. Describe how to manage the symptoms of Parkinson's disease. Describe a healthy diet and exercise plan for an older adult with Parkinson's disease.		
Class	Overview of Diabetes Mellitus Care	1 hr	CARE0503
Description	This class will teach caregivers what diabetes mellitus is, and how to identify the causes and symptoms of high and low blood sugar. Caregivers will learn to develop nutritious dietary plans for clients with diabetes.		
Objectives	Explain the causes and impact of diabetes mellitus. Describe the diet and nutrition considerations for an older adult with diabetes. Identify the causes and symptoms of low blood sugar in older adults with diabetes. Identify the causes and symptoms of high blood sugar in older adults with diabetes.		
Class	Overview of End of Life Care	1 hr	CARE0504
	<i>Closed Captions (English) and Spanish Subtitles Available</i>		
Description	This class will teach caregivers how to care for the physical and emotional needs of clients at the end of life and how to support the client's family members during this time. Caregivers will also learn how to support the client in the final hours of life and care for a body after death.		
Objectives	Determine appropriate responses to the emotions experienced by an older adult at the end of life. Recommend strategies for caring for the physical needs of an older adult at the end of life. Explain nutritional considerations for older adults at the end of life. Recommend ways to support family members of an older adult at the end of life. Identify signs that an older adult is in the last moments of life, and consider appropriate actions after death.		
Class	Overview of Care After Hospital Discharge	1 hr	CARE0505
Description	This class will teach caregivers the common reasons older adults are hospitalized and the importance of care after discharge. Caregivers will learn how to identify and care for the physical and mental changes that older adults experience after hospital discharge. Caregivers will also learn how to develop safe and effective nutrition plans for older adults after returning home from the hospital.		
Objectives	Explain common reasons why older adults are hospitalized and the importance of care after hospital discharge. Identify medical and medication changes in older adults after hospital discharge. Describe the physical changes older adults experience during hospitalization and after discharge. Develop safe and effective nutrition plans for older adults after a hospital discharge. Identify signs of mental and emotional distress in older adults after hospital discharge.		
Class	Overview of Care After a Stroke	1 hr	CARE0506
Description	This class will teach caregivers how to provide safe care at home to clients after a stroke. Caregivers will learn how to identify the common physical, mental, and emotional effects of a stroke. They will also learn how to help the client manage activities of daily living.		
Objectives	Identify common physical effects of a stroke. Describe how to help a client perform activities of daily living after a stroke. Identify common mental effects of a stroke. Identify common emotional effects of a stroke. Determine approaches for helping a client meet nutritional needs after a stroke.		

Class	Overview of Intellectual Disability Care	1 hr	CARE0507
Description	This class will provide an introduction to caring for adults with intellectual disabilities. Caregivers will learn to identify common causes of intellectual disability. They will also learn to assess baseline functioning of an older adult with intellectual disability. Caregivers will also learn how to recognize changes in clients with intellectual disability and determine possible reasons for those changes.		
Objectives	Define intellectual disability and identify common causes. Determine baseline functioning for an older adult with intellectual disability. Recognize changes that may occur in older adults with intellectual disability.		
Class	Gastrointestinal Issues: Heartburn, Constipation & Diarrhea	1 hr	CARE0508
Description	This class will teach caregivers basics of the digestive process and how digestive functions change with age. Caregivers will learn how to identify and help older adults manage gastrointestinal issues such as heartburn, constipation, and diarrhea.		
Objectives	Describe the digestive process. Explain how digestive functions change with age. Identify causes and management of heartburn. Identify causes and management of constipation. Identify causes and management of diarrhea.		
Class	Obesity & Weight Management	1 hr	CARE0509
Description	This class will teach caregivers the factors that contribute to obesity in older adults, and the risks of overweight and obesity. Caregivers will learn how to help older adults manage their weight with diet, meal planning, and physical activity.		
Objectives	Identify the factors that contribute to overweight and obesity in older adults. Describe the diet and nutrition requirements for an older adult with overweight or obesity. Explain meal preparation for weight management for older adults with overweight or obesity. Determine physical activities for weight management for older adults with overweight or obesity.		
Class	Overview of Arthritis Care	1 hr	CARE0511
Description	This class will help caregivers understand common types of arthritis in older adults. Caregivers will learn to recognize arthritis symptoms and how to help clients manage daily tasks.		
Objectives	Identify common types of arthritis. Describe strategies for helping older adults manage arthritis. Explain methods of supporting daily tasks for older adults with arthritis.		
Class	Advanced Heart Disease Care	1 hr	CARE0512
Description	This class teaches caregivers the parts of the cardiovascular system and common cardiovascular conditions that affect older adults. Caregivers will learn the symptoms of cardiovascular diseases, common medications used to treat cardiovascular conditions, and how to observe and report changes in a client's condition. Caregivers will also learn how to assist clients with cardiovascular conditions with activities of daily living.		
Objectives	Identify the components of the cardiovascular system. Describe common cardiovascular diseases and conditions. Determine significant changes in the condition of a client with a cardiovascular condition. Explain how to assist a client with a cardiovascular condition to perform ADLs. Describe common medications used to treat cardiovascular conditions.		
Class	Overview of HIV/AIDS	1 hr	CARE0513
	<i>Closed Captions (English) and Spanish Subtitles Available</i>		
Description	This class gives caregivers an overview of HIV infections and acquired immunodeficiency syndrome (AIDS). In this class, we discuss how to care for an older adult with HIV/AIDS, including considerations for the client's safety, health management, and nutrition.		
Objectives	Identify methods of HIV transmission and infection. Recognize the symptoms of AIDS. Describe the medications and treatments available for older adults living with HIV/AIDS. Provide the home care required for an older adult living with HIV/AIDS.		

Class	Non-Drug Pain Management	1 hr	CARE0514
Description	This class will teach caregivers about common causes of pain in older adults, how to determine when a client is in pain, and how to alleviate pain without using medication.		
Objectives	Describe common causes of pain in older adults. Identify when a client is in pain. Determine ways to alleviate pain in the older adult.		
Class	Assisting with Medication Self-Administration: Part 1	1 hr	CARE0515
Description	This class prepares participants to assist clients with self-administered medications. Caregivers will learn the different types of medication and routes of delivery. They will also learn the appropriate means of storing and handling medications, and how to read prescription labels.		
Objectives	Define the meaning of medication and identify different types of medications. Differentiate routes of medication. Identify appropriate methods of storing and handling medications. Explain prescription label components and instructions.		
Class	Managing Breathing Difficulties	1 hr	CARE0516
Description	This class will help caregivers understand how breathing difficulties affect daily life for an older adult. Caregivers will be introduced to the conditions that cause breathing difficulties, and the common medication and treatments for those conditions. Caregivers will also learn how to support clients with breathing difficulties maintain daily activities and remain safe and secure in their homes.		
Objectives	Describe common causes of breathing difficulties in older adults. Identify common medications, treatments, and equipment for older adults with breathing difficulties. Recommend strategies for managing daily activities for older adults with breathing difficulties. Demonstrate safety measures and emergency management for older adults with breathing difficulties.		
Class	Overview of Skin Care & Wound Prevention	1 hr	CARE0517
Description	This class will teach caregivers how to inspect and protect their clients' skin. Caregivers will identify the conditions that cause changes to the skin of older adults, and learn techniques to prevent wounds and protect the skin.		
Objectives	Identify the conditions that cause changes in older adults' skin. Describe ways of taking care of the older adult's skin. Explain techniques for preventing wounds in older adults.		
Class	Assisting with Medication Self-Administration: Part 2	1 hr	CARE0518
Description	This class prepares caregivers to assist clients with self-administered medications. Caregivers will learn how to ensure the right medications are taken by the right person, in the right amount, at the right time, and by the right route.		
Objectives	Explain the legal aspects of assisting with administering medication. Identify the five rights of medication administration. Demonstrate the process of assisting clients to take medications. Describe how to observe and document a client's self-administered medications.		
Class	Managing Respiratory Diseases	1 hr	CARE0519
Description	This class teaches caregivers the components of the respiratory system and common respiratory conditions that affect older adults. Caregivers will learn the symptoms of respiratory diseases, and how to observe and report changes in a client's condition. Caregivers will also learn how to assist clients with respiratory conditions with activities of daily living.		
Objectives	Identify the components of the respiratory system. Describe common respiratory diseases and conditions. Determine significant changes in the condition of a client with a respiratory condition. Explain how to assist a client with a respiratory condition to perform ADLs. Describe common medications and medical devices used by clients with respiratory conditions.		

Class	Medication Administration Basics	1 hr	CARE0520
Description	This class provides caregivers with the information they need to administer non-injectable medications to their clients. Caregivers will learn techniques to safely and accurately administer medications, including applying standard precautions, reading medication orders, and following the "five rights." They will also learn the importance of reporting and documenting adverse reactions, medication refusals, and errors. The class covers step-by-step procedures for administering pills, liquids, eye, ear and nose drops, topical medications, and vaginal and rectal suppositories.		
Objectives	Explain how to ensure safe medication administration using infection control and accurate measurement techniques. Describe when and how to use five rights of medication administration. Identify potential adverse medication reactions, interactions, side effects, and contraindications. Describe when and how to accurately document the administration of medications. Demonstrate the process of administering pills, liquids, eye, ear and nose drops, topical medications, and vaginal and rectal suppositories.		

Class	Overview of Body Systems	1 hr	CARE0536
Description	This class will teach caregivers about the changes that affect the human body with age. At the end of the class, the caregiver will understand the functions and common disorders that impact different organ systems, including the musculoskeletal system, the integumentary system, the digestive system, the lung and heart systems, the urinary system, and the brain and nervous system.		
Objectives	Identify physical changes due to age and the common disorders that affect the musculoskeletal system. Identify physical changes due to age and the common disorders that affect the integumentary system. Identify physical changes due to age and the common disorders that affect the digestive system. Identify physical changes due to age and the common disorders that affect the lung and heart systems. Identify physical changes due to age and the common disorders that affect the urinary system. Identify physical changes due to age and the common diseases that affect the brain and nervous system.		

Nutrition and Meal Preparation		Hours	Class ID
Class	Overview of Nutrition & Food Preparation	1 hr	CARE0600
	<i>Closed Captions (English) and Spanish Subtitles Available</i>		
Description	This class discusses what appropriate nutrition looks like for an older adult and how to prepare meals that meet clients' nutritional needs. It explores food prep, modified diets, and adaptive equipment to help meet those needs. It also reviews why older adults are at risk for poor nutrition and how to assist with nutritional needs.		
Objectives	Define words that relate to nutrition. Explain why older adults are at risk for poor nutrition. Use food prep, modified diets, and adaptive equipment to meet your client's nutritional needs.		

Class	Modifying Diets to Assist with Difficulty Chewing	1 hr	CARE0601
Description	This class will educate caregivers on the needs of older adults with altered chewing/swallowing functionality, and how to modify meals for those that require diets needing a modified texture or thickened liquids. After reviewing the needs and reasons to why a modified diet is required, the caregiver will be able to identify these potential needs and be able to modify an individual's meal to meet any modified solid or liquid texture needs.		
Objectives	Recognize signs and situations where an older adult may need a modified diet. Choose an appropriate type of dietary modification. Practice ways to decrease risk of issues with chewing and swallowing.		

Infection Control		Hours	Class ID
Class Maintaining a Clean & Healthy Environment (Infection Control) <i>Closed Captions (English) and Spanish Subtitles Available</i>		1 hr	CARE0700
Description In this class, caregivers learn how to maintain a clean and healthy environment for the older adults in their lives. Topics discussed include standard precautions (also known as universal precautions), including hand hygiene and the use of personal protective equipment, and how to dispose of sharps and other contaminated materials and equipment. Also covered are methods of transmission, bloodborne pathogens and airborne diseases, transmission-based precautions, and techniques for cleaning and disinfection for infection control.			
Objectives Identify different ways that infections can be transmitted, including bloodborne pathogens. Define infection control and explain its importance. Demonstrate appropriate practices for controlling infection. Apply strategies for cleaning and disinfecting a client's home to prevent the spread of infection.			
Class Personal Protective Equipment for Home Care <i>Closed Captions (English) and Spanish Subtitles Available</i>		1 hr	CARE0705
Description This class will provide caregivers with information on the use of personal protective equipment (PPE) for home care. They will also learn about different types of PPE, and when and how to use them.			
Objectives Explain the role of PPE in infection control when it is appropriate to use them. Explain the different types of gloves, masks, gowns, and eye protection and when to use them. Describe how to don (put on) gloves, a mask, gowns, and eye protection. Describe how to doff (remove) gloves, a mask, gowns, and eye protection. Determine the correct sequence for donning and doffing pieces of PPE.			
Class Overview of COVID-19		1 hr	CARE0706
Description This class will provide caregivers with relevant information on the coronavirus disease 2019 (COVID-19). Caregivers will learn where to obtain reliable information about the virus, how to help prevent the virus from spreading, and how to care for themselves and their clients.			
Objectives Describe COVID-19, its symptoms, the people most at risk of serious illness from it, and how it is transmitted. Identify reliable sources of information about COVID-19. Apply strategies for reducing the spread of the COVID-19 virus. Describe tactics for providing care to someone who has COVID-19. Explain why cleaning and disinfection is important during the COVID-19 pandemic. Suggest strategies for self-care for caregivers during the COVID-19 global pandemic.			
Class Understanding the COVID-19 Vaccine		0.66 hr	CARE0707
Description This class equips direct care workers to make an informed decision about the vaccine. The class provides direct care workers (DCWs) with relevant, reliable information about the vaccine and vaccination process.			
Objectives Explain the benefits of the COVID-19 vaccine. Differentiate between facts and myths about the vaccine. Explain the vaccine distribution process. Describe the process of receiving the vaccine.			
Emergency & Safety		Hours	Class ID
Class Emergency Procedures <i>Closed Captions (English) and Spanish Subtitles Available</i>		1 hr	CARE0800
Description This class discusses emergency preparedness for disasters such as severe weather, fire, floods, earthquakes, and other emergency situations. It explores how caregivers can plan for these types of emergencies, and how best to care for their clients and themselves should a disaster occur. It also reviews standard fire safety tips.			
Objectives Demonstrate emergency and disaster preparedness (and handling of emergencies and use of emergency services). Apply standard fire safety tips in a fire emergency.			

Class	Safety Precautions & Falls Prevention: Part 1	1 hr	CAREo802
	<i>Closed Captions (English) and Spanish Subtitles Available</i>		

Description Falls are the biggest risk to older adults and, as a caregiver, you can be the first line of defense to help reduce the risk of falls. In this class, we discuss why older adults are likely to fall, identify potential dangers throughout the older adult's home, and explore falls prevention strategies to keep the older adult safe.

Objectives Explain why falls happen in older adults and how falls can be prevented. Evaluate each room in the older adult's house for potential risk of falls. Talk to the older adult about falls prevention and how to make it part of his or her daily routine.

Class	Safety Precautions & Falls Prevention: Part 2	1 hr	CAREo803
	<i>Closed Captions (English) and Spanish Subtitles Available</i>		

Description In this class, we explore the common medical factors that cause older adults to fall, and review specific exercises for preventing falls. We also discuss additional safety precautions, including managing aggressive behavior when caring for an older adult, and identifying and reporting changes in the older adult's condition.

Objectives Discuss how medical factors can contribute to falls in older adults. Demonstrate specific exercises for the older adult that help with preventing falls. Manage aggressive behaviors that may happen when caring for an older adult. Effectively report changes in the older adult's condition. Tell the difference between emergencies that do require calling 911 and emergencies that do not.

Caregiver Self-Care		Hours	Class ID
Class	Coping Skills for Caregivers	1 hr	CAREo900

Description This class will teach caregivers about stress and the importance of taking care of themselves. Caregivers will learn coping skills for their physical and emotional health, and how to create a plan to use those skills.

Objectives Explain the causes of caregiver stress. Identify healthy and unhealthy coping skills for caregivers. Determine how to create a plan to manage caregiver stress.

Class	Improving Caregiver Empathy	1 hr	CAREo901
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Description This class introduces the concept of empathy and its importance when providing care to older adults. Participants will identify common situations that make it challenging to be empathetic, and review techniques to help build an empathetic approach. Participants will be able to describe the benefits of practicing empathy for both the client and the caregiver.

Objectives Define the difference between empathy and sympathy. Describe the importance of empathy for caregivers. Understand when it is difficult for caregivers to empathize with clients. Use strategies for showing empathy with clients.

Class	Managing Job-Related Stress	1 hr	CAREo902
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Description This class will explore work-related stresses that a professional caregiver may encounter, including generational differences, family dynamics, and client conflicts. The class will provide strategies for coping with workplace conflict and how to manage grief after the death of a client.

Objectives Define stress and how it impacts health. Implement strategies for dealing with workplace conflicts. Identify differences between generations and types of generational conflicts. Explain the types of conflicts that caregivers experience on-the-job. Describe how professional caregivers may react to the death of a client.

Home Management		Hours	Class ID
Class Light Housekeeping Techniques <i>Closed Captions (English) and Spanish Subtitles Available</i>		1 hr	CARE1000
Description The class explores how to maintain cleanliness in the client's home and avoid the spread of infection and bacteria.			
Objectives Identify the daily cleaning tasks that should be completed in your client's home. Apply recommended cleaning tips to the older adult's bedroom, kitchen, bathrooms, family/living room, and other areas of the house.			
Mental Health		Hours	Class ID
Class Overview of Depression Care		1 hr	CARE1100
Description This class will help caregivers understand what depression is. Caregivers will learn signs and symptoms of depression in the older adult. By the end of the course, caregivers will be able to identify who may be at risk and understand non-medical strategies to help treat depression.			
Objectives Define depression. Identify common symptoms of depression in older adults. Identify risks for developing depression in older adults. Explain strategies for helping an older adult with depression.			
Class Overview of Anxiety Care		1 hr	CARE1101
Description This class will help caregivers recognize the signs and symptoms of anxiety in older adults and older adults with dementia. Caregivers will identify common types of anxiety disorders and approaches for managing anxiety in older adults.			
Objectives Define the signs and symptoms of anxiety in older adults. Describe the most common types of anxiety disorders. Identify approaches to managing anxiety in older adults. Recognize signs of anxiety in older adults with dementia.			
Class Overview of Mental Illness Care		1 hr	CARE1102
Description This class will teach caregivers the basics of mental illness in older adults. Caregivers will learn to identify common mental illnesses, their causes, and common treatments. Caregivers will also learn strategies for coping with the challenging behaviors of older adults with mental illnesses, and what to do if those behaviors become inappropriate.			
Objectives Define mental illness. Identify common mental illnesses in older adults. Describe treatment options for older adults with mental illnesses. Determine strategies for managing the behaviors of older adults with mental illness.			
Alzheimer's & Other Dementias		Hours	Class ID
Class Introduction to Dementia Care <i>Closed Captions (English) and Spanish Subtitles Available</i>		1 hr	CARE1200
Description This class was created for professional caregivers to understand dementia and apply recommended care strategies for supporting a client living with dementia in the client's own home. Alzheimer's disease and dementia impact many aspects of care. The caregiver's ability to modify care, recognize and work through challenges, and support themselves and the family are all vital in providing care to those with Alzheimer's and dementia.			
Objectives Define dementia. Identify common symptoms of dementia. Describe stages of Alzheimer's disease and the symptoms experienced at each stage. Recognize dementia-related behaviors. Understand the importance of the care plan for older adults living with dementia. Recognize the impacts of dementia on the client's family. Determine how to care for an older adult in the final stage of Alzheimer's disease. Recognize types of non-medicinal therapies for dementia. Suggest environmental changes to support a client living with dementia.			

<p>Class Communicating with a Person with Dementia</p> <p><i>Closed Captions (English) and Spanish Subtitles Available</i></p> <p>Description This class will teach caregivers about the different stages of dementia and discuss ways to communicate with the older adult living with dementia through each stage. The goal of this class is to give caregivers more tools and confidence around effective styles of communication with older adults with memory problems.</p> <p>Objectives Define early stage dementia and identify positive communication strategies for older adults in this stage Describe middle stage dementia and identify positive communication strategies for older adults in this stage Describe late stage dementia and identify positive communication strategies for older adults in this stage Determine methods of communicating with clients living with dementia who exhibit dementia-related behaviors.</p>	1 hr	CARE1201
<p>Class End of Life Dementia Care</p> <p><i>Closed Captions (English) and Spanish Subtitles Available</i></p> <p>Description This CareAcademy class will teach caregivers how to recognize and provide care for people living with dementia at the end of life, including strategies to manage pain and promote comfort.</p> <p>Objectives Recognize the signs of severe dementia and end of life. Identify strategies for communicating with an older adult living with severe dementia. Determine causes of pain or discomfort in an older adult living with dementia at the end of life. Apply strategies to promote comfort in the older adult living with dementia at the end of life.</p>	1 hr	CARE1202
<p>Class Addressing Agitation & Aggression in Dementia</p> <p><i>Closed Captions (English) and Spanish Subtitles Available</i></p> <p>Description This class will help caregivers recognize agitation and aggressive behaviors in older adults living with dementia, and will provide strategies for preventing and addressing agitation and aggression.</p> <p>Objectives Recognize causes of agitation or aggressive behavior in older adults with dementia. Identify the aggressive behaviors associated with dementia in older adults. Determine strategies for preventing agitation and aggressive behaviors in older adults with dementia. Describe tactics for managing agitated and aggressive behaviors of an older adult with dementia.</p>	1 hr	CARE1203
<p>Class Safety in Dementia</p> <p><i>Closed Captions (English) and Spanish Subtitles Available</i></p> <p>Description This class will teach caregivers the importance of safety for clients living with dementia. It will also show caregivers strategies for protecting the client inside and outside the home while maintaining the client's independence.</p> <p>Objectives Identify safety risks for older adults living with dementia. Implement accident prevention strategies in the home of an older adult living with dementia. Determine tactics for ensuring the safety of the older adult living with dementia outside the home. Consider the importance of balancing independence and safety for older adults living with dementia.</p>	1 hr	CARE1204
<p>Class The Science of Dementia</p> <p>Description This class will teach caregivers about the changes that affect the brain and nervous system with age. Caregivers will also learn about common diseases that cause dementia, including Alzheimer's disease, vascular dementia, Lewy body dementia, frontotemporal dementia, Parkinson's disease dementia, and mixed dementia.</p> <p>Objectives Describe the basic structure, function, and physical changes that affect the brain and nervous system. Identify diseases that cause dementia, common symptoms, and the impact on care practices.</p>	0.5 hr	CARE1205

Class	Parkinson's Disease Dementia	1 hr	CARE1206
Description	This class will teach caregivers how to identify the symptoms of Parkinson's disease and Parkinson's disease dementia, and how to care for an older adult living with Parkinson's disease dementia.		
Objectives	Recognize the relationship between Parkinson's disease and dementia. Identify the symptoms of Parkinson's disease and Parkinson's disease dementia. Describe tactics for supporting the care of an older adult living with Parkinson's disease dementia.		
Class	Person-Centered Care for Older Adults Living with Dementia	0.66 hr	CARE1207
Description	This class demonstrates how to practice person-centered care when assisting clients with dementia. Caregivers will learn how to promote dignity, independence, individuality, and choice, for their clients.		
Objectives	Describe the benefits of providing person-centered care for older adults living with dementia. Explain how to incorporate person-centered care approaches into the care of older adults living with dementia, to respect background, culture, experiences, and attitude.		
Class	Clients' Rights and Abuse Prevention for Older Adults Living with Dementia	1 hr	CARE1208
Description	In this class, caregivers will learn how to identify, prevent, and report situations of abuse, exploitation, and neglect. The class will also cover practices for ensuring the client's rights and self-determination, and how to protect confidential health information.		
Objectives	Define client's rights and the importance of confidentiality, privacy, and security of protected health information. Recognize principles of self-determination and how older adults living with dementia can make informed decisions about advance directives. Demonstrate the ability to identify, prevent, and report situations of abuse, exploitation, and neglect towards older adults living with dementia.		
Class	Addressing Dementia-Related Behaviors When Assisting with ADLs	0.25 hr	CARE1209
Description	In this class, caregivers will learn the importance of person-centered care when assisting older adults living with dementia with activities of daily living (ADLs). Caregivers will apply strategies for supporting clients throughout the progression of dementia and will identify best practices for fostering the client's dignity, independence, and choice.		
Objectives	Apply person-centered care and best practices in assisting older adults living with dementia with ADLs. Describe strategies for addressing ADLs throughout the progression of dementia. Identify situations that may trigger dementia-related behaviors.		
Class	Assisting an Older Adult Living with Dementia with Bathing	0.33 hr	CARE1210
Description	This class covers how to apply person-centered care when assisting clients living with dementia with bathing. Caregivers will learn how to adapt the client's home environment for bathing, ensure the client's dignity and independence, and techniques for assisting the client during the bathing process.		
Objectives	Apply person-centered strategies for assisting older adults living with dementia with bathing. Describe tactics for adapting the client's bathing environment. Recognize best practices for ensuring the client's dignity, independence, and choice before, during, and after bathing.		
Class	Assisting Older Adults Living with Dementia with Grooming	0.25 hr	CARE1211
Description	This class covers how to assist clients living with dementia with grooming, including haircare, shaving, skin and nail care. Caregivers will learn how to support the client during the process of grooming to ensure the client's dignity, independence, and choice.		
Objectives	Apply person-centered care strategies for assisting older adults living with dementia with grooming, including haircare, shaving, skin and nail care. Recognize best practices for supporting the client's dignity, independence, and choice during the grooming process.		

Class	Assisting Older Adults Living with Dementia with Dressing	0.25 hr	CARE1212
Description	This class covers how to apply person-centered care when assisting clients living with dementia with dressing. Caregivers will learn how to adapt the client's home environment for dressing, and how to ensure the client's dignity, independence and choice during the dressing process.		
Objectives	Apply person-centered care strategies for assisting older adults living with dementia with dressing. Describe tactics for adapting the client's home environment for dressing. Recognize best practices for maintaining the client's dignity, independence, and choice while dressing.		
Class	Assisting Older Adults Living with Dementia with Oral Hygiene	0.25 hr	CARE1213
Description	This class covers how to apply person-centered care when assisting clients living with dementia with oral hygiene. Caregivers will learn how to support the client's dignity, independence, and choice during the process of providing oral hygiene. Health considerations and adaptive equipment for oral hygiene are also covered.		
Objectives	Apply person-centered care strategies for assisting older adults living with dementia with oral hygiene. Recognize best practices for maintaining the client's dignity, independence, and choice while providing assistance with oral hygiene. Suggest adaptations and equipment for clients who need additional support during oral hygiene care.		
Class	Assisting an Older Adult Living with Dementia with Toileting	0.25 hr	CARE1214
Description	This class covers how to apply person-centered care when assisting clients living with dementia with toileting. Caregivers will learn how to adapt the client's home environment, and how to support the client's dignity, independence, and choice during the toileting process. Health considerations and adaptive equipment for toileting are also covered.		
Objectives	Apply person-centered care strategies for assisting older adults living with dementia with oral hygiene. Recognize best practices for maintaining the client's dignity, independence, and choice while providing assistance with oral hygiene. Suggest adaptations and equipment for clients who need additional support during oral hygiene care.		
Class	Assisting an Older Adult Living with Dementia with Eating	0.25 hr	CARE1215
Description	This class covers how to apply person-centered care when assisting clients living with dementia with eating. Caregivers will learn how to support the client's dignity, independence, and choice during the dining process. Health considerations, adaptive equipment, and hand over hand assistance for eating are also covered.		
Objectives	Apply person-centered strategies for assisting older adults living with dementia with eating. Describe tactics for adapting the client's home environment to support eating. Recognize best practices for ensuring the client's dignity, independence, and choice during the dining process.		
Class	Mobility and Falls Prevention for Older Adults Living with Dementia	0.25 hr	CARE1216
Description	In this class, caregivers will learn the mobility challenges faced by persons living with dementia, how to adapt the client's home environment to prevent falls, and what steps to take if a client falls.		
Objectives	Explain why older adults living with dementia are at greater risk for falls. Describe tactics for preventing falls.		
Class	Activities for Older Adults Living with Dementia	0.33 hr	CARE1217
Description	In this class, caregivers will learn the benefits of providing activities for older adults living with dementia and how to safely provide meaningful, engaging, person-centered activities.		
Objectives	Describe basic principles and best practices for activities for older adults living with dementia. Identify and plan meaningful and engaging, person-centered activities for older adults living with dementia. Determine how to safely coordinate activities for older adults living with dementia.		

Home Care Office Training		Length	Class ID
Class	Phone Etiquette: The First Step to Building Relationships	0.38 hr	CARE8001
Description	Using basic phone etiquette helps to build positive relationships with your clients from the very beginning. Creating a professional and supportive atmosphere helps them to feel understood and confident in your agency's ability to assist them. In this class, you will learn why phone etiquette is so vital to building relationships and techniques for making a great first impression on the phone.		
Objectives	Explain the importance of using proper phone etiquette. Explain how utilizing proper telephone etiquette helps to build a positive relationship with the caller. Explain how to perform common phone tasks using good phone etiquette. Identify examples of proper phone etiquette.		
Class	Phone Etiquette: Successfully Conducting an Initial Phone Call	0.4 hr	CARE8002
Description	People calling with questions about your agency's services may be unsure of how you can help them. They may even be unsure of their own needs. During these initial calls, it is imperative to listen to the caller to determine what they need, make them feel heard, and guide them to the best solution for their unique situation. Conducting these calls effectively can lead to a new client for your agency and the privilege of helping another family. In this class, you will learn techniques for successfully conducting these initial phone calls.		
Objectives	Describe the importance of successfully conducting an initial phone call. Describe characteristics of callers reaching out with an initial phone call. Identify effective techniques for successfully conducting an initial phone call.		
Class	Phone Etiquette: Addressing Client Concerns	0.4 hr	CARE8003
Description	Speaking with a client who has concerns about an aspect of your agency's services can be challenging. It's important to be prepared for these conversations. Learning to address the caller's concerns in a supportive and professional manner will help meet the client's needs and also prevent unnecessary frustration for you. In this class, you will learn techniques to approach these conversations with confidence and tact.		
Objectives	Explain how to be prepared for a conversation with a concerned caller. Identify techniques for effectively addressing client concerns on the phone.		

Video Library	Length	Class ID
Class Video: Hand Hygiene	03:42	VID0001
Class Video: Donning and Doffing Gloves	01:59	VID0002
Class Video: Assistance with Bedpan Use	04:00	VID0003
Class Video: Tub Bath or Shower	02:16	VID0004
Class Video: Oral Hygiene	01:47	VID0005
Class Video: Assisting with Medication Self-Administration: The Five Rights	03:28	VID0006
Class Video: Assisting an Older Adult to Walk Safely	00:43	VID0007
Class Video: Assisting an Older Adult to Fall Safely	01:04	VID0008
Class Video: Assisting an Older Adult to Transfer Using a Gait Belt	02:50	VID0009
Class Video: Assisting an Older Adult to Transfer from a Wheelchair to a Car	01:57	VID0010
Class Video: Moving an Older Adult Up in Bed	00:56	VID0011
Class Video: Assisting an Older Adult to Sit at the Side of the Bed	01:55	VID0012
Class Video: Proper Body Mechanics & Safety	01:07	VID0013
Class Video: Reporting the Client's Condition	04:08	VID0014
Class Video: Incident Reports	02:01	VID0015
Class Video: Characteristics of Good Documentation	02:28	VID0016
Class Video: Reporting Emergencies	04:55	VID0017
Class Video: Understanding Your Client's Rights	03:46	VID0018
Class Video: Client Confidentiality	04:12	VID0019
Class Video: Health Care Proxy	00:59	VID0020
Class Video: Living Will	00:59	VID0021
Class Video: Setting Clear Goals and Priorities	10:44	VID0022
Class Video: Signs and Symptoms of Anxiety	05:36	VID0023
Class Video: Signs and Symptoms of Depression	03:56	VID0024
Class Video: Determining Normal vs. Abnormal Conditions	01:56	VID0025
Class Video: Documentation Problems	04:31	VID0026
Class Video: How to Administer Oral Liquids	02:27	VID0027
Class Video: Active Range of Motion for the Upper Body	03:12	VID0028
Class Video: Taking a Tympanic Temperature	01:41	VID0029
Class Video: Dealing with Conflict	04:33	VID0030
Class Video: What is Empathy?	06:58	VID0031
Class Video: HIV Transmission and Infection	06:58	VID0032
Class Video: Defining Abuse, Exploitation, and Neglect	03:42	VID0033
Class Video: Types of Elder Abuse	01:59	VID0034
Class Video: Preventing Elder Abuse	04:00	VID0035
Class Video: Objective Observations: Senses	02:16	VID0036
Class Video: Subjective Observations	01:47	VID0037
Class Video: Reporting Elder Abuse	03:28	VID0038
Class Video: Advance Directives	00:43	VID0039
Class Video: Supporting a Client with Mental Illness	01:04	VID0040
Class Video: Diagnosis and Treatment of Mental Illness	02:50	VID0041



CareAcademy Core Class List

CareAcademy Training Courses

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Class	Video: Assisting with Physical Needs at the End of Life	01:57	VID0042
Class	Video: Assisting with Emotional Needs at the End of Life	00:56	VID0043
Class	Video: Last Moments of Life	01:55	VID0044
Class	Video: Immediately After Death	01:07	VID0045
Class	Video: What is Dementia?	04:08	VID0046
Class	Video: Keeping an Older Adult with Dementia Safe at Home	02:01	VID0047
Class	Video: The Integumentary System	02:28	VID0048
Class	Video: The Musculoskeletal System	04:55	VID0049
Class	Video: The Cardiovascular System	03:46	VID0050
Class	Video: Monitoring Clients with Cardiovascular Conditions	04:12	VID0051
Class	Video: The Brain and Nervous System	00:59	VID0052
Class	Video: The Respiratory System	00:59	VID0053
Class	Video: Monitoring Clients with Respiratory Conditions	10:44	VID0054
Class	Video: The Endocrine System	05:36	VID0055
Class	Video: The Reproductive System	03:56	VID0056
Class	Video: The Urinary System	01:56	VID0057
Class	Video: The Digestive System	04:31	VID0058
Class	Video: Recognizing When a Modified Diet is Needed	02:27	VID0059
Class	Video: Basics of Food and Nutrition	03:12	VID0060
Class	Video: Observing and Monitoring Nutrition	01:41	VID0061
Class	Video: Food and Liquid Texture Modifications	04:33	VID0062
Class	Video: Understanding Temperature	06:58	VID0063
Class	Video: Taking an Oral Temperature	06:58	VID0064
Class	Video: How to Report Temperature	03:42	VID0065
Class	Video: Understanding Pulse	01:59	VID0066
Class	Video: Taking a Pulse	04:00	VID0067
Class	Video: Understanding Respiration	02:16	VID0068
Class	Video: Taking Respirations	01:47	VID0069
Class	Video: Understanding Blood Pressure	03:28	VID0070
Class	Video: Taking Blood Pressure	00:43	VID0071
Class	Video: Observing and Reporting Pain	01:04	VID0072
Class	Video: Assessing Pain	02:50	VID0073
Class	Video: Physical and Verbal Cues of Pain	01:57	VID0074
Class	Video: Heat and Ice for Treating Pain	00:56	VID0075
Class	Video: Assistance with Urinal Use	01:55	VID0076
Class	Video: Observing the Urinary System	01:07	VID0077
Class	Video: Understanding Prescription Labels	04:08	VID0078
Class	Video: Purpose and Types of Medications	02:01	VID0079
Class	Video: Observing and Documenting Medication Self-Administration	02:28	VID0080
Class	Video: Storing and Handling Medications	04:55	VID0081
Class	Video: Assisting with the Use of Oxygen	03:46	VID0082
Class	Video: What is a Stroke?	04:12	VID0083
Class	Video: What is Parkinson's Disease?	00:59	VID0084



CareAcademy Core Class List

CareAcademy Training Courses

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Class	Video: Assisting an Older Adult to Transfer Using a Mobility Device	00:59	VID0085
Class	Video: Assisting an Older Adult to Transfer Using a Slide Board	10:44	VID0086
Class	Video: Assisting with Hoyer Lifts	05:36	VID0087
Class	Video: Assisting with Mobility Devices	03:56	VID0088
Class	Video: Assisting with Wheelchairs	01:56	VID0089
Class	Video: Active Range of Motion for the Lower Body	04:31	VID0090
Class	Video: Passive Range of Motion	02:27	VID0091

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