



E-module Hints and Tips

How to provide access to the e-modules

The **Spiritual Care Orientation: An integral part of caring** and **ConnectTo Spiritual Screening Tool** e-modules are available for Meaningful Ageing Australia members in a number of formats:

- SCORM files for Learning Management Systems (LMS)
- Files for upload to web server
- Direct link from resources page

Here's how to integrate with your existing systems.

SCORM files for Learning Management Systems (LMS)

- Liaise with your Learning and Development officer
- Download the SCORM folder from the resources page
- Extract/unzip the folder
- Integrate the SCORM files with your LMS
- Decide how your participants will receive their certificate of participation

Files for upload to web server

- Liaise with your IT team
- Download the Web server folder from the resources page
- Extract/unzip the files and upload to the web server
- Decide how your participants will receive their certificate of participation

Direct link from resources page

- Email all staff with link to resources webpage
- Let staff know they need to complete the training in one sitting
- There is no tracking for this format
- Provide password (emodule2018)

Treasure Hunt Hints and Tips

At the completion of the ConneCTo e-module, there is a 'Treasure Hunt' activity.

The 'Treasure Hunt' invites participants to engage in ConneCTo conversations with others in their workplace. They might simply notice what is most important for others or ask questions in a more formal manner.

Following their conversations, they will report to a skilled practitioner to discuss their findings.

The 'Treasure Hunt' has a few aims:

- It 'closes the loop', ensuring that participants have completed the final task of the e-module and therefore fulfilled the requirements of the course.
- It provides an additional learning opportunity as participants can ask a skilled practitioner any questions that have come up or debrief any challenging moments.
- It provides an opportunity to pass on important information that may have been discovered to assist in the care of the older person.
- It affirms and celebrates the attention that people have given to the importance of understanding someone's spirituality.

Your treasure hunt

Understanding these important connections in the lives of others can be like finding hidden treasure.


Over the next two weeks, you need to look for three hidden treasures in the lives of three or more older people you are caring for.

You need to bring these examples to a group or individual session with another member of your team, such as your supervisor, the spiritual care practitioner/chaplain, or team leader.

Treasure Hunt

Take a clean piece of paper and write down today's date, and these ConneCTo domains:

- Self
- Others
- Creativity
- Nature
- Something bigger/religion



The 'Treasure Hunt' supervisor should be someone who has an understanding of spirituality and spiritual care and is able to facilitate a reflective conversation. This may be a spiritual/pastoral care practitioner, wellbeing coordinator, or other practitioner who is skilled in reflective listening.

Please ensure that you include the name of your 'Treasure Hunt' supervisor in your LMS introduction so that participants know who to approach.

Certificate of Completion

We have certificates of completion available for participants. The certificates have editable fields for you to enter the participant and supervisor's name, and the date of completion. Please email Meaningful Ageing Australia to request the certificates.

If you have any questions or feedback, please contact Meaningful Ageing Australia at admin@meaningfulage.org.au or (03) 8387 2274.