## Section 5: Well for life – Resources

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Resources

The following is a list of nutrition, physical activity and general resources that may assist you, as service provider, in improving nutrition and physical activity for older people and their carers using health and community services. The list contains, but is not limited to, resources referred to throughout the Resource Kit.

Nutrition resources

Adding life to your years

**Source:** Nutrition Australia (previously The Australian Nutrition Foundation) (1996)

**Description:** This book provides recipes (designed for one or two people) and information for healthy and affordable meals. It describes the healthy eating pyramid, regulations on food labels, and how to store and reheat food safely. It also provides a menu for a week with accompanying recipes and shopping list.

**Contact for further information:**
Nutrition Australia (Victoria division)
The Ross House
247 Flinders Lane
Melbourne 3000
Tel: (03) 9650 5165
Fax: (03) 9650 4873
Email: vic@nutritionaustralia.org
Cost $3.30

A world of food: a manual to assist in the provision of culturally appropriate meals for elderly people

**Source:** Commonwealth Department of Health and Ageing (1995)

**Description:** Two-volume manual that provides menus from ethnic regions of the world, information on special/religious occasions, a sample meal plan and how to serve food. A food preference checklist in a language from each region is also included with some key phrases. In addition, there is information on suitability or how to modify meals to cater for people with diabetes, and on low fat, weight reduction, salt reduced, gluten free, texture modified or high protein/calorie diets. Recipes also include quantities to cater for groups of five, 10, 25, 50 and 100 people.

**Contact for further information:**
Can be obtained through:
National Mail and Marketing
PO Box 7077
Canberra Mailing Centre ACT 2610
Tel: (02) 6269 1080
Fax: (02) 6260 2770
Email: nmm@nationalmailing.com.au
Cost: Volume 1 is $54, volume 2 is $64, and the complete set (Volumes 1 and 2) is $97.
**Appetite for life: nutrition for older people**

**Source:** Tasmanian Department of Health and Human Services (2002)

**Description:** A nutrition resource manual for health professionals working with older people living in the community. The manual promotes nutrition screening to highlight risk factors for malnutrition. It includes information on nutritional issues, education tools, nutrition risk screening tools, easy to read client education material, additional resource lists and much more.

**Contact for further information:**
Can be ordered from:
Community Nutritional Unit
Repatriation Centre
3rd floor, Peacock Building
90 Davey Street
Hobart Tas 7000
Tel: (03) 6222 7222
Fax: (03) 6222 7252
Cost: $66 (incl. GST)

**Cooking small, eating well**

**Source:** Hawthorn Community Education Project

**Description:** A practical program for community workers to assist older people to eat well. The program takes community workers through a one-day demonstration and information package. The workers can then use this package to assist individuals and groups to improve their information and cooking skills. The emphasis is on preparing dishes and meals for one or two people.

**Contact for further information:**
Hawthorn Community Education Project
31 Wakefield Street
Hawthorn 3122
Tel: (03) 9819 5771
Fax: (03) 9819 5102
Email: hcepinc@internex.net.au
Dietary guidelines for older Australians

**Source:** National Health and Medical Research Council (NHMRC) (1999)

**Description:** These guidelines are aimed at health professionals who provide advice and care for healthy older people who live independently. They include detailed information on food requirements, and chapters on caring for and preparing food and the benefits of keeping active.

**Contact for further information:**
Can be obtained through:
National Mail and Marketing
PO Box 7077
Canberra BC ACT 2610
Tel: (02) 6269 1000
Freecall: 1800 020 103 ext 9520
Email: nmm@nationalmailing.com.au
Can also be downloaded from:

Eat well for life

**Source:** National Health and Medical Research Council (NHMRC) (1999)

**Description:** A set of three resources – pamphlet, poster and booklet – outlining the dietary guidelines for older Australians. Designed for healthy Australians over 65 years of age or who have reached retirement, it provides relevant, practical and scientifically valid information about how to promote health and wellbeing through healthy eating.

**Contact for further information:**
Can be obtained through:
National Mail and Marketing
PO Box 7077
Canberra BC ACT 2610
Tel: (02) 6269 1000
Freecall: 1800 020 103 ext 9520
Email: nmm@nationalmailing.com.au
Can also be downloaded from NHMRC website:
Food for health, Dietary Guidelines for Australian Adults, A guide to healthy eating

Source: National Health and Medical Research Council (NHMRC) (2003)

Description: Fold-out coloured brochure outlining the dietary guidelines for Australian adults. Includes suggested serving sizes and number of serves per day.

Contact for further information:
Can be obtained through:
National Mail and Marketing
PO Box 7077
Canberra BC ACT 2610
Tel: (02) 6269 1000
Freecall: 1800 020 103 ext 9520
Email: nmm@nationalmailing.com.au
Can also be downloaded from NHMRC website:

Good food and health advice for older people who want to help themselves: an information booklet for older people, families and carers

Source: Department of Human Services (2001)

Description: A 26-page booklet that provides older people with advice about what they need to do to eat good food, have better health and enjoy their independence more. Topics covered include food safety, alcohol consumption, constipation, underweight and diabetes. Currently being used by Home and Community Care (HACC) funded services to give to older people.

Contact for further information:
Can be downloaded from Department of Human Services website:
DAA website: (DAA member only – www.daa.asn.au)
Good looking, easy swallowing: creative catering for modified texture diets

Source: Julia Farr Centre Foundations, Authors: Martin & Backhouse, 1993

Description: This book provides carers of people who have swallowing difficulties (dysphagia) with a tool for providing safe and enjoyable meals. It contains information about the swallowing process, how to manage dysphagia, equipment for modifying the texture of meals and how to ensure a nutritious diet is provided. It includes recipes and information about nutritional value of each dish and how to modify dishes to make serves either bite size, easy chew, finely chopped, or smooth and thick.

Contact for further information:
Julia Farr Centre Foundation
103 Fisher Street
Fullarton, South Australia 5063.
Tel: (08) 8272 1988
Cost: $30 (includes GST, postage and handling)

Health care providers handbook on Muslim patients

Source: The Islamic Council of Queensland

Contact for further information:
PO Box 204
Sunnybank
Queensland 4109

Healthy eating, healthy ageing

Source: Dietitians Association of Australia, Victorian Branch (2002)

Description: Bright and colourful A4 size fold-out brochure. Contains the healthy diet pyramid with recommended serving sizes. Also includes lots of practical tips.

Contact for further information:
DAA (Vic) Secretariat
Tel/Fax: 02 6282 9798
Email: vic@daa.asn.au
Cost: 65c per brochure
Identifying and planning assistance for home-based adults who are nutritionally at risk: a resource manual

Source: Department of Human Services (2001)

Description: See Help Sheet 1 in Section 2 of this Resource Kit for detailed description of contents.

Contact for further information:
Can be downloaded from the following websites:
www.daa.asn.au (DAA members only)

Listeria and food – advice for people at risk

Source: Food Standards Australia New Zealand

Description: Simple, easy to read brochure outlining who is at risk of listeriosis and what precautions they need to take. It contains tables showing examples of some higher risk foods and also safer alternatives.

Contact for further information:
Food Standard Australia New Zealand.
Tel: (02) 6271 2222
Email: info@foodstandards.gov.au
Website: http://www.foodstandards.gov.au

Placemat – ‘Liquid for life’

Source: Research Centre for Nursing Practice, The Canberra Hospital and University of Canberra (2004)

Description: Two-sided placemat aimed at the elderly and their carers focusing on preventing dehydration in the frail elderly. Outlines sources of fluid in the diet, ways to increase fluid intake and signs of dehydration. Also includes pictures.

Contact for further information:
Marlene Eggert
Research Centre for Nursing Practice
Tel: (02) 6244 2197
Email: marlene.eggert@act.gov.au

Sikh patients in hospitals, A guide for healthcare professionals,

Source: Sikh Link

Contact for further information:
Sikh Link
Fax (03) 9886 9186
Email: rks@bluep.com
Swallowing difficulties
Source: Motor Neurone Disease Association of Victoria

Description: A 22-minute video for carers of people with swallowing problems of any kind (not specific to Motor Neurone Disease). Covers which foods to avoid, thickened fluids and shows a videofluoroscopy. Also includes a booklet that covers the information in the video.

Contact for further information:
Motor Neurone Disease Association of Victoria
Tel: 1800 80 6632

Cost: $55, which includes the video, five copies of the booklet and postage. Booklets are available separately for $3. Obtain order form from their website http://www.mnd.asn.au/information.html
Physical activity resources

Active living: getting better with age
Source: Department of Human Services and Sport and Recreation (1999)
Description: Video aimed towards fairly mobile older people to encourage them to gradually increase their physical activity levels, even those who have been inactive for a long time. Recommends everyone does half an hour of moderate exercise most days of the week, preferably every day.
Contact for further information:
Video is available for free hire from Video-Ezy stores.

Ageing is living: an education and training resource to prepare for positive ageing
Source: Kathy Glasgow, Age Concern: New Zealand Incorporated (1999)
Description: This training package promotes positive ageing and reduces negative stereotypes about older people. It is directed towards people who work with older people and challenges ageist attitudes that may impact upon staff perceptions and the consequent care provided. It incorporates activities, areas for discussion and questionnaires that challenge staff attitudes and work practices.
Contact for further information:
Age Concern New Zealand
Level 4, West Block, Education House
178 Willis Street
Wellington, New Zealand
Email: national.office@ageconcern.org.nz
For information about this resource and others, refer to Age Concern website: http://www.ageconcern.org.nz

Exercise for older adults
Description: Book directed towards fitness instructors and activity coordinators who are trained to work with older people. Provides information on motivating older adults to exercise, performing a fitness assessment and developing and coordinating fitness programs, as well as information on symptoms and methods for modifying exercises for people with various chronic health problems, including cardiovascular disorders, respiratory problems and musculoskeletal conditions.
Contact for further information:
American Council on Exercise
4851 Paramount Drive
San Diego, California 92123
Website: http://www.acefitness.org
Exercise guide for older persons
Source: Centre for Physical Activity in Ageing.
Description: A 25-page booklet providing practical ‘first-hand’ information about exercise and participation in physical activity. It outlines specific advice concerning the rationale for exercise, walking for fitness, stretching and strengthening exercises and particular exercises to avoid. This resource is targeted towards more active older adults.
Contact for further information:
Centre for Physical Activity in Ageing
Hampstead Rehabilitation Centre
207-255 Hampstead Road
Northfield SA 5085
Tel: (08) 8222 1891
Fax: (08) 8222 1828
Email: cpaa@hampstead.rah.sa.gov.au
Website: www.cpaa.sa.gov.au

Exercise programming for older adults
Description: Book describing different exercises to suit older people with varying levels of mobility. Uses many diagrams to demonstrate exercises. It also discusses how to modify exercise to provide benefits for people with medical conditions, including osteoporosis, arthritis and high blood pressure. It has a section on land-based exercises that older people can do sitting down and the exercises can either be done individually or in groups to promote social contact.
Contact for further information:
Human Kinetics (Australia)
PO Box 80
Torrens Park SA 5062
Tel: (08) 8277 1555
Fax: (08) 8277 1566
Cost: $52.80

Falls prevention best practice guidelines
Description: These guidelines were originally developed for use in hospital and residential care settings and have since had a community supplement added. The goal of these guidelines is to achieve a significant reduction in falls and fall-related injuries. They identify three key components of falls prevention programs: 1. Risk identification, 2. Falls prevention, and 3. Injury prevention strategies.
Contact for further information:
These guidelines can be downloaded from the Queensland Health website: http://www.health.qld.gov.au/fallsprevention/best%5Fpractice
Email: fallsprevention@health.qld.gov.au
**Falls prevention resource kit**

**Source:** Monash University Accident Research Centre (2003)

**Description:** A kit to provide health care professionals with current technical information on the evidence base for best practice in the prevention of falls and fall-related injuries in older people as well as access to resources. The kit contains the following fact sheets:
1. How serious is the problem?
2. What are the risk factors?
3. What can be done? Summary of research evidence
4. Exercise programs: research evidence base
5. Individual falls risk assessment and abatement: research evidence base
6. Home and public place risk assessment and reduction: research evidence base
7. Education and training: research evidence base.

**Contact for further information:**
Can be downloaded from the Monash University Accident Research Centre http://www.monash.edu.au/muarc/VISAR/falls/index.html
Printed brochures can be obtained by contacting the Monash University Accident Research Centre
Tel: (03) 9905 1881
Email: christine.chesterman@general.monash.edu.au

**Getting active Australia**


**Description:** This book has been designed primarily for health professionals, health promotion and exercise science professionals, as well as others who have an important role in encouraging ‘active living’. It is a comprehensive update on the state-of-the-art of physical activity promotion. It is divided into four parts and aims to:
- provide an update of the evidence for the health benefits and public health importance of physical activity
- review the settings for effective programs, which might be considered ‘best practice’ approaches to increasing physical activity in Australia
- present perspectives on special population groups, including a lifespan approach to promoting physical activity
- suggest the next steps in terms of recommendations for research and policy implications.

In addition, a detailed appendix highlights physical activity programs and initiatives in each jurisdiction, including current national initiatives.

**Contact for further information:**
Or contact the Australian Sports Commission
Tel: (02) 6214 1111
Email: asc@ausport.gov.au
National physical activity guidelines for Australians
Source: Australian Department of Health and Ageing (1999)
Description: These guidelines offer guidance and options for moderate-intensity physical activity, which are both achievable and sustainable across gender, socioeconomic and occupational groups. They refer to the minimum levels of physical activity required for good health. They are not intended for high-level fitness or sports training.

Contact for further information:
Tel: 1800 020 103
A copy can be downloaded from:

NoFalls manual
Source: Monash University Accident Research Centre (2004)
Description: Training manual for trained exercise professionals to run classes for older people, as part of a training program.

Designed as a flip chart, the manual includes:
• a full description of a 15-week group exercise
• exercises clearly explained and illustrated
• details of precautions, modifications and progressions, where necessary
• clear details of when to introduce different exercises, with a chart giving the duration of exercises within each session
• suggestions for home exercises.

Pages can be photocopied for use by participants in home exercise programs.

Contact for further information:
Monash University Accident Research Centre
Complete the online order form at:
or contacting the Centre
Tel: (03) 9905 4371
Fax: (03) 9905 4363
Email: muarc.enquire@general.monash.edu.au
**Older, smarter, fitter: a guide for providers of sport and physical activity programs for older Australians**

**Source:** Australian Sports Commission and Department of Veterans’ Affairs (2001)

**Description:** The resource provides a range of information and suggestions for any club or provider considering developing and implementing physical activity programs for older people in their community. The resource makes practical suggestions that will help providers develop effective and safe programs. It also contains examples of a variety of programs already in place and lists useful contacts from which providers can seek advice or funding.

**Contact for further information:**

**Optimizing exercise and physical activity in older people**


**Description:** This book aims to provide health care professionals, policy makers, administrators and older people with evidence-based information on how to optimise physical activities, therapeutic exercises and movement rehabilitation strategies for older people.

- Chapter 1: Health benefits of physical activity for older adults – epidemiological approaches to the evidence
- Chapter 2: Grandmothers on the move: benefits, barriers and best practice interventions for physical activity in older women
- Chapter 3: Assisting health professionals to promote physical activity and exercise in older people
- Chapter 4: Physical activity and health in an ageing workforce
- Chapters 5-11: Different exercise and physical activity programs for people with conditions such as arthritis, osteoporosis, muscle weakness and disorders of the feet
- Chapter 12: Physical activity and falls prevention
- Chapter 13: Effects of dual task interference on postural control, movement and physical activity in healthy older people and those with movement disorders
- Chapter 14: Risks, precautions and procedures to increase safety during exercises and physical activity for older people
- Chapter 15: Exercise training for older people with type 2 diabetes.

**Contact for further information:**
Can be purchased through Elsevier (Australia)
Cost: $79.20 (incl. GST).
Standing on your own two feet: older people talk about how to prevent falls

Source: Australian Pensioners’ and Superannuants’ Federation (1999)

Description: A 21-minute video full of straightforward information about why falls happen, and the things older people can do to prevent them, both on their own and with help. It is designed for use by older people, anyone who works with older people, and those interested in older people’s concerns. The video is available in English, Italian, Greek, Arabic, Cantonese, Vietnamese, Polish and Turkish.

Contact for further information:
Bizmedia
94 Balmain Street
Cremorne Vic 3121
Tel: (03) 9429 5899
Freecall: 1800 065 899
Fax: (03) 9427 0713
Email: ask@bizmedia.com.au
Website: www.bizmedia.com.au

Stepping on: building confidence and reducing falls. A community based program for older people

Source: The University of Sydney (2003)

Description: A 210-page manual for occupational therapists, physiotherapists and other health professionals and health promotion workers in the area of falls prevention with older people. It describes how to plan, prepare and run a falls prevention program and also includes suggestions for evaluation. The program offers older people a way of reducing falls and, at the same time, increases self-confidence in situations where they are at risk of falling.

Contact for further information:
The manual can be purchased from the University of Sydney Co-op Bookshop
Tel: (02) 9646 5335
Email: cumberland@coop-bookshop.com.au
It is also available from Co-ordinates Therapy Services
Tel: (03) 9380 1127
Email: jenny@therapybookshop.com
Kinect Australia physical activity fact sheets
Source: Kinect Australia
Description: A series of physical activity fact sheets.
Contact for further information:
Website: http://www.kinectaustralia.com.au

Well for life: physical activity advice for older people and their carers
Source: Department of Human Services (2005)
Description: Information booklet which provides older people using primary health and community services with advice about what they can do to be physically active, have better health and enjoy their independence more. The ideas in this booklet will be useful for older people as well as their families and carers. The booklet was developed as a complementary resource to the resource kit, Well for life – improving nutrition and physical activity for older people at home.
Contact for further information:
Training for exercise leaders

Leading a group-based exercise class for older people safely is no easy task and should not be undertaken lightly. It is vital that the person running the class has the appropriate training and qualifications. Training is available through a variety of programs in Victoria.

Kinect Australia (incorporating VICFIT in Victoria)

Kinect Australia is the first point of contact for somebody looking to run physical activity classes for older people. A Certificate 3 in Fitness is required to become a fitness instructor. The next level, Certificate 4 in Fitness, fully qualifies you to lead physical activity classes for older people. The Kinect Australia website lists Registered Training Providers in metropolitan and regional areas which offer Certificate 3 and 4 in Fitness. Their website also provides a comprehensive list of professional development programs related to physical activity.

Contact for further information:

The Kinect Australia website outlines the requirements to become a qualified fitness instructor and further contact information
http://www.kinectaustralia.com.au
Click on the Resources hyperlink for list of Registered Training Providers.

Living longer living stronger (LLLS)™

This program is designed by the Council on the Ageing (COTA) Victoria and aims to increase the range and quality of strength training opportunities for older people. Living longer living stronger™ offers endorsement of facilities to run strength training programs for older people. The COTA website also provides information on Certificate 3 and 4 in Fitness.

Contact for further information:

http://www.cotavic.org.au

NoFalls

NoFalls offers training for exercise group leaders to run its NoFalls exercise programs. The NoFalls exercise program is a 15-week group exercise program, which includes a combination of exercises with an emphasis on balance improvement.

Contact for further information:


Arthritis Victoria

Arthritis Victoria runs training programs for people of differing levels of experience in running gentle exercise classes, strength training, Tai Chi for Arthritis and Warm Water Exercise.

Contact for further information:


Examples of structured physical activity and nutrition programs for older people are detailed in Help sheets 7 and 15 in this Resource Kit.
General resources

**Chronic condition self management guidelines for nurses and allied health professionals**


*Description:* These guidelines were developed for nurses, allied health professionals and general practitioners and provide practical information on theories of health behaviour change.


**HACC Cultural planning tool**

*Source:* Department of Human Services, Victoria (1996)

*Description:* Provides objectives and strategies for implementation and outlines performance indicators for measuring outcomes over a period of time. These indicators can be either added to current service agreements or implemented independently. The tool includes a planning resource list which contains resources designed to assist in the planning process.

*Contact for further information:* The tool can be downloaded from: http://www.health.vic.gov.au/agedcare/publications/abstracts.htm

**HACC national service standards instrument**

*Source:* Australian Department of Health and Ageing

*Description:* The instrument was developed to measure the extent to which individual agencies are complying with the standards through a service assessment process. The instrument measures the quality of services against the national service standards.

Integrated health promotion resource kit
Source: Department of Human Services (2003)

Description: Includes the Integrated health promotion: a practice guide for service providers and Measuring health promotion impacts: a guide to impact evaluation in integrated health promotion. This is a practical resource for service providers to support agencies and organisations to plan, deliver and evaluate effective integrated health promotion programs. The guide to impact evaluation has been developed to support agencies within primary care partnerships in assessing and reporting on the impact of their health promotion activity.

Contact for further information:
This resource kit can be obtained from http://www.health.vic.gov.au/healthpromotion

Service coordination tool templates
Source: Department of Human Services

Description: The Service Coordination Tool Templates have been developed to support Service Coordination practice by assisting with identifying the initial needs of clients and providing a vehicle to collect and share core client information in a consistent way. Guidelines have been developed to provide information about the purpose and use of the tool templates but the practice change required will be determined by local agreements between agencies known as practices, protocols, policies and systems.

Contact for further information:
The tool templates can be downloaded from:

Victorian Home and Community Care (HACC) Program Manual
Source: Department of Human Services (2003)

Description: This manual covers both policy and practice and has been developed for use by all HACC agencies throughout Victoria. It also incorporates important information regarding national and Victorian policy and service system changes and developments since 1998.

Adherence to the policies set out in the manual is a requirement for all agencies receiving HACC funding. It is a comprehensive reference document that takes precedence over any other guidelines, reports or training materials. It should be made readily available to all paid staff and volunteers involved in the delivery of HACC services.

Contact for further information:
This manual can be downloaded from:
**The wellness guide for carers**

**Source:** School of Nursing, Deakin University, Geelong, for the Department of Human Services (2004)

**Description:** An easy-to-use directory that contains helpful information and handy hints on how to live and stay well, where to find information on health-related topics and how to seek help from available community services. This guide was developed in conjunction with older carers.

**Contact for further information:**
Can be downloaded from:
http://www.deakin.edu.au/dhs/wellness_guide

**Western Metropolitan Region Service coordination best practice and continuous improvement manual**

**Source:** Warren, D (2002) Western Metropolitan Primary Care Partnerships

**Description:** The manual is designed to assist agencies make the practice changes necessary to implement service coordination in a consistent manner and to support the implementation of the statewide service coordination tool templates.

**Contact for further information:**
The manual can be downloaded from:
http://www.connectingcare.com/help/wmrbpm
http://www.betterhealth.vic.gov.au

Description: The Better Health Channel’s aim is to provide the community with access to online health-related information that is quality assured, reliable, up-to-date and locally relevant.

Consumer health information on the Better Health Channel is constantly expanded and regularly reviewed. You can find information on a range of health-related topics by using the A to Z topics or under the following subject headings:

- Health conditions
- Healthy living
- Treatment
- Support
- Common conditions
- Life stages.

See Help sheet 17 in this Resource Kit.

Contact for further information:
The Better Health Channel team
12/589 Collins Street
Melbourne Vic 3000
Tel: 1800 126 637 (Australia only)
Fax: 61 3 9616 2845

www.carersvic.org.au

Description: Carers Victoria (Commonwealth Carers Resource Centre)
Information, education, counselling support and advocacy for carers

Contact for further information:
Tel: 1800 242 636

www.ceh.org.au

Description: Centre for Culture, Ethnicity and Health

Refer Help sheet 5 in this Resource Kit

Contact for further information:
Tel: 9420 1358

www.diabetes.com.au

Description: The International Diabetes Institute provides helpful information on diabetes, locally, nationally and internationally.

See Help sheet 19 in this Resource Kit.

Contact for further information:
International Diabetes Institute
Tel: (03) 9258 5050
**www.diabetesaustralia.com.au**  
**Description:** Diabetes Australia provides helpful information on diabetes, locally, nationally and internationally.  
See Help sheet 19 in this Resource Kit.  
**Contact for further information:**  
Diabetes Australia  
Help line: 1300 136 588 (local call cost)

**www.daa.asn.au**  
**Description:** Dietitians Association of Australia (Victoria)  
See Help sheet 14 in this Resource Kit.  
**Contact for further information:**  
Tel: (02) 6282 9798 or 1300 658 196  
Email: vic@daa.asn.au

**www.aaess.com.au/**  
**Description:** Exercise Physiologists  
See Help sheet 14 in this Resource Kit.  
**Contact for further information:**  
Tel: (08) 8222 1717

**Description:** Department of Human Services, Food Safety Unit provides answers to your questions about interpreting the legislation on food safety in your organisation.  
See Help sheet 6 in this Resource Kit.  
**Contact for further information:**  
Tel: 1300 364 352

**http://goforyourlife.vic.gov.au**  
**Description:** A component of the Victorian Government’s Healthy and Active Victoria Strategy that aims to improve the overall health and wellbeing of all Victorians by increasing levels of physical activity, improving eating habits, getting people involved with their community and acting as volunteers. The ‘Go for your life’ website contains information and practical tips on ways to be more active and improve nutrition.  
See Help sheets 2, 7, 10, 15 and 17 in this Resource Kit.  
**Contact for further information:**  
Tel: 1300 73 98 99
www.heartfoundation.com.au
Description: Heart Foundation information regarding pedometers. A pedometer is a handy, reliable tool that clips discreetly onto your waistband and measures the number of steps you take. This allows you to count the number of steps you take each day and record your progress.
See Help sheet 17 in this Resource Kit.
Contact for further information:
The Heartline
Tel: 1300 362 787

http://humanservicesdirectory.vic.gov.au
Description: The Human services directory, sponsored by the Department of Human Services, is an online database with a comprehensive set of records on health, community and disability services and practitioners in Victoria.
See Help sheet 14 in this Resource Kit.
Contact for further information:
The Department of Human Services
Tel: 9616 7777

www.osteoporosis.org.au
Description: The Osteoporosis Foundation
See Help sheet 19 in this Resource Kit.
Contact for further information:
Tel: (02) 9518 8140

www.physiotherapy.asn.au
Description: Australian Physiotherapy Association – (Victorian)
See Help sheet 14 in this Resource Kit.
Contact for further information:
Tel: (03) 9429 1799

Description: Service Coordination Tool Templates

The Service Coordination Tool Templates have been developed to support Service Coordination practice by assisting with identifying the initial needs of clients and providing a vehicle to collect and share core client information in a consistent way. Guidelines have been developed to provide information about the purpose and use of the tool templates but the practice change required will be determined by local agreements between agencies known as practices, protocols, policies and systems.

See help sheets 1 and 12 in this Resource Kit.

Contact for further information:
Judith Perrin
Primary Care Partnerships - Service Coordination
Rural and Regional Health and Aged Care Services
Department of Human Services
Email: Judith Perrin.dhs.vic.gov.au
Tel: (61 3) 9616 6934
Resource templates

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# Training for exercise leaders

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