



NeoVita conducts AHA First Aid/ CPR Course with own trainer

NeoVita has started to conduct American Heart Association (AHA) Heartsaver First Aid/CPR Course under its in-house trainer, Ms. Maureen Filippi.



This development was brought about by NeoVita's agreement with Singapore First Aid Training Centre (SFATC) to be a registered Training Site (TS) for AHA. As a registered TS, NeoVita with the guidance of SFATC can now conduct AHA Heartsaver First Aid/CPR Training for all of its Caregiver Training Programme students and other interested participants using its own instructors who was recently trained by

SFATC on AHA Core Instructor Course.

This development is an on-going initiative of NeoVita which aims to give students the much needed quality training that is required to enable them to perform their task as Caregivers. Moreover, it will improve the flexibility of NeoVita's schedule and conduct AHA Heartsaver First Aid/CPR courses without schedule conflict with SFATC's own AHA training.



SC 2.8 is now a regular part of Caregiver Training

Although students are already taking SC2.8 - Clinical Equipments Practical Skills as an optional part of their Caregiver Training Programme, NeoVita decided to include it as a regular skills component (SC).

SC2.8 tackles students practical skills in handling basic clinical equipments such as sphygmomanometer, thermometer, nebulizer, breast pump, and personal protection equipments.

This SC proved to be very helpful in preparing students for their Caregiver task as they will encounter on a regular basis usage of these clinical equipments.



Train the Trainers Training (T3) a huge success

NeoVita in cooperation with Concept Educational Consultancy Pte Ltd conducted a Train the Trainers Training and Workshop (T3) last 30 August 2009.

The whole day program aimed at creating a culture

of customer service to NeoVita's staff and instructors. It discussed basic soft skills that as trainers and staff should develop.

The training cum workshop started with a program entitled "Beyond Customer Service". This was facilitated by Ms. Leonor Bautista who is a Customer Service Manager of Giant Super Market. She discussed customer service delivery, phone answering techniques, dress codes, and other related topics in customer service.

The second half which was facilitated by Ms. Julie Choo, Managing Director of Concept Educational Consultancy, deals more on teaching under multicultural environment. She discussed with the participants the importance of cultural sensitivity when it comes to teaching with multi-cultural participants. The do's and don'ts of handling different nationalities and some important tips on how to manage them.

Everyone got their own Certificate of Attendance after



Business Corner



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the workshop and was treated to a sumptuous lunch and afternoon snacks afterwards.



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TRAINING SCHEDULE (Starting October 2009)

COMPUTER TRAINING PROGRAMME

SC-1.1 Basic Computer Training

1st and 3rd Sunday (2:30PM-5:00PM)
Starting 04 Oct 2009
2nd and 4th Sunday (9:30AM-12:00NN)
Starting 11 Oct 2009

SC-1.2 Intermediate Computer Training

1st and 3rd Sunday (2:30PM-5:00PM)
Starting 04 Oct 2009
2nd and 4th Sunday (9:30AM-12:00NN)
Starting 11 Oct 2009

SC-1.3 Advanced Computer Training

1st and 3rd Sunday (2:30PM-5:00PM)
Starting 04 Oct 2009
2nd and 4th Sunday (9:30AM-12:00NN)
Starting 11 Oct 2009

PC Assembly & Troubleshooting/ Web Design Training *

2nd and 4th Sunday (2:30PM—5:00PM)
Training commence with minimum number
of participants.

Entrepreneurship and Business Management*

2nd and 4th Sunday (3:00PM—5:00PM)
Training commence with minimum number
of participants.

ICDL COMPUTER LITERACY TRAINING 1 & 2 *Call NeoVita at 65345830 to arrange for your schedule.*

Adobe Photoshop Training*

1st and 3rd Sunday (12:00PM – 2:30PM)
Starting 01 Nov 2009

SC-5.1 Basic English*

SC-5.2 Intermediate English*

SC-5.3 Advanced English*

Regular schedule for English Lesson is on 1st & 3rd
Sunday and 2nd & 4th Sunday (10AM-1PM, 1PM-4PM)
Every Sunday schedule is from 4PM-6PM
Call 6534-5830 on offered schedule for the month.

Body Massage Training*

Every Thursday (4:00PM—6:00PM)

FOOD AND BEVERAGE SERVICES TRAINING*

2nd and 4th Sunday (10:00AM—1:00PM)
Training commence with minimum number
of participants.

LODGING MANAGEMENT PROGRAMME (with American Ho- tel & Lodging Association - Educational Institute certification)*

1st and 3rd Sunday (10:00AM-1:00PM)
Starting 01 Nov 2009

LMP Thursday Class (1:00PM - 4:00PM)

Starting 01 Feb 2010

CAREGIVER TRAINING PROGRAMME

SC-2.1 BASIC HEALTHCARE

2nd and 4th Sunday (9:30AM-12:30NN)
Starting 11 Oct 2009

SC-2.2 CARE OF INFANTS/TODDLERS/CHILDREN

1st and 3rd Sunday (9:30AM-12:30NN)
Starting 04 Oct 2009

SC-2.3 CARE FOR ELDERS

2nd and 4th Sunday (1:00PM-4:00PM)
Starting 11 Oct 2009

SC-2.4 HOME MANAGEMENT/PERSONALITY DEV'T

1st and 3rd Sunday (1:00PM-4:00PM)
Starting 04 Oct 2009

SC-2.6 HEARTSAVER FIRST AID COURSE **(AMERICAN HEART ASSOCIATION)**

*1-DAY TRAINING (9:30AM-3:30PM) - 11 Oct 2009**

ONCE-A-MONTH SCHEDULE

SC-2.1 BASIC HEALTHCARE

1-DAY TRAINING (9:30AM-4:00PM) - 18 Oct 2009

SC-2.8 CLINICAL EQUIPMENTS PRACTICAL SKILLS

1-DAY TRAINING (9:30AM-4:00PM) - 25 Oct 2009

SC-2.7 SCDF FIRE SAFETY & EMERGENCY TRAINING

1-DAY TRAINING (9:00AM-4:00PM) - 11 Oct 2009 - Bt. Batok HQ

CAREGIVER TUESDAY CLASS

*1st and 3rd Tuesday (11:00PM - 4:00PM) **Starting 06 Oct 2009***

*Note: These are indicative schedules only, NeoVita reserves the right to alter
any of these as per student intake.*

** These training classes require minimum four (4) enrollees.*

ANNOUNCEMENT!!!

We are inviting all graduating students to join our upcoming
NEOVITA COMMENCEMENT CEREMONY 2009:

**WHAT: NEOVITA COMMENCEMENT
CEREMONY 2009**
WHEN: 29 NOVEMBER 2009
VENUE: SWISSÔTEL MERCHANT COURT
TIME: 1:30PM - 4:30PM
BOOK YOUR SEATS NOW!!!

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