



# Online Meal Support Training

## Clinicians Training Program

**The Shared Table - Clinicians Training Program** is a 40min e-learning program developed to assist health professionals provide meal support to eating disorder patients within an inpatient setting. The program has been developed by and proudly made available by:

- **Queensland Eating Disorder Service (QuEDS)**
- **Eating Disorders Queensland (EDQ) and**
- **Child and Youth Mental Health Service – Eating Disorder Program**

With funding support from Innovation Fund MNHHS

**The Shared Table - Clinicians Training Program** incorporates the knowledge and expertise of health professionals and clinicians working in this field as well as lived experience stories from recovered individuals and carers.

Topics covered include:

The goals of meal support

- Preparing for and providing meal support in an inpatient setting.
- 3 Stages of Meal Support and what they involve
- Recognising and addressing eating disorder behaviours
- Communication skills, strategies, guidelines and boundaries
- The importance of self-care.
- Stories of lived experience.

Training is self-paced and can be paused and resumed

A certificate of completion is awarded at the end of the training

**To access the training module - go to:**

**Queensland Health iLearn**

***Health professionals from locations other than Queensland:** follow the step by step instructions provided below to set up a Queensland Health iLearn account and access the training module*

# Registration Instructions

## 1. Register for Queensland Health iLearn

Queensland Health

Welcome to iLearn

iLearn hosts educational material for Queensland Health staff, external health professionals, contractors, students and members of the public.

If you are an **internal Queensland Health employee** please click the button below to login automatically with your Novell details, otherwise, enter your username and password below to login.

[Sign In using Novell?](#)

Username \*

Password \*

[Log In](#)

[Forgot your password?](#)

[First time here or need help?](#)

[Register here for an iLearn account](#) | [System Check](#) | [Reset your Password](#) | [Help Centre](#)

## 2. Choose 'Other – for all other account types'

### Register for an iLearn account

**IMPORTANT:** Please note that the Queensland Health policy is a single user account per person. Please refrain from applying for multiple accounts.

If you already have an iLearn account, but have changed your circumstances (e.g. Left Queensland Health, Student to Queensland Health employee, Name or Email address change) please contact iLearn support.

If you experience any issues with the registration process please contact iLearn support.

**Note:** Some email providers may consider a system generated email as Spam or Junk. Please check these folders if you have not received a registration confirmation email.

### iLearn

#### Privacy Statement

Personal information collected by the Department of Health is handled in accordance with the Information Privacy Act 2009. The Department of Health is collecting personal information in accordance with the Information Privacy Act 2009 in order to manage your iLearn user profile.

All personal information will be securely stored and only accessible by authorised officers of Queensland Health. Your personal information may be given to external organisations for the purpose of compliance audits, investigations or as required by law.

Failure to provide the requested personal information may result in access to iLearn being prohibited.

For information about how the Department of Health protects your personal information, or to learn about your right to access your own personal information, please see our website at [www.health.qld.gov.au](http://www.health.qld.gov.au).

#### Account types

Australian Defence Force member	▼
Queensland Ambulance Service (QAS) employee	▼
Queensland Health contractor	▼
Queensland Health employee	▼
Student on clinical placement	▼
Tradesperson – wanting to work on Queensland Health premises	▼
Volunteers and Agency employees – employed by non-Queensland Health healthcare provider	▼
Other - for all other account types	▲

Examples of other account types include:

- Radiation Safety Officer
- Quarantine Infection Control

1. Select 'I do not have an iLearn username and password' option and submit
2. Select 'Non Queensland Health learner'
3. Complete the form using your business or personal email address

[Click here to Register](#)

## 3. Select 'I do not have an iLearn username and password'

Registration Form

Select one of the following options:

☐ I have an existing iLearn username and password

☐ I do not have an iLearn username and password

[Back](#) [Submit](#)

#### 4. Choose 'Non- Queensland Health Learner'

Self Registering Course Offerings		
Course Offering Code	Course Offering Name	Course Offering Cost
CP_Self Reg External	Non Queensland Health learner (eg student, trades, contractor, volunteer)	
CP_Self Reg Internal	Queensland Health employee (eg staff, contracted employee)	

#### 5. Click 'Register'

Course Offering List > Course Offering Description

Step 1: View Course Offering Information

Course Offering Name: Non Queensland Health learner (eg student, trades, contractor, volunteer)  
Course Offering Code: CP\_Self Reg External

**Non Queensland Health iLearn@QHealth learner registration**

Please complete this form to register for your new iLearn@QI health account.

Description: You should only use this form if:

- you are a health professional or student and
- are not a Queensland Health employee.

Cancel Register

#### 6. Complete the Registration Form and SUBMIT

Registration Form

Course Offering List > Course Offering Description > Registration Form

Step 2: Enter Registration Information

Required fields are marked with a \*

\* First Name:   
\* Last Name:   
\* Email:   
Email Tip: Please ensure your email address is spelt correctly and use an email address that identifies your organisation (e.g. employer, learning institution, business etc) in preference to a personal email address (e.g. @hotmail etc).

\* Business Phone:   
\* Position:   
\* Employer:   
\* Supervisor's Name:   
\* Supervisor's Contact Number:   
Address 1:   
Address 2:   
\* City:   
State/Province:   
\* ZIP/Postal Code:

#### 7. You will receive a confirmation

\*\*\* This is an automatically generated email, please do not reply \*\*\*

Thank you for requesting your new iLearn account.

Please allow **two working days** for your registration to be processed. Once your registration has been approved, your login details will be emailed to you.

System Administrator  
iLearn

#### 8. Once processed you will be prompted to reset your password and login.

Dear [REDACTED]

\*\*\* This is an automatically generated email, please do not reply \*\*\*

Your iLearn account has successfully been created, with the following details:

Username: [REDACTED]

Please follow these steps to begin using the site:

Step 1: Access the Choose a New Password screen via one of the following options:

- a. Click on the following: [Password reset link](#)

If the option to Submit a password reset is not visible, then it is likely that your web browser version is not supported and you will need to use option b.

OR

- b. Copy the complete reset password URL below into your web browser

<https://ilearn.health.qld.gov.au/D1/ibreset?passwordResetPassword.d0?token=H60PAAAAADGbsYB0IEzya0llnIz3ZSSXQcQ%3D%3D>

Step 2: Follow the on-screen prompts to enter and Submit your password details

Step 3: You will receive an on-screen confirmation with a link: [Go to login page](#)

By logging in, you agree to the terms and conditions that apply to any of the courses that you access within the site.

If you are having technical difficulties, contact the Help Desk on 1800 198 175

iLearn can be accessed 24 hours a day – 7 days a week. The system is also accessible on multiple electronic devices.

System Administrator  
iLearn

## 9. Search or Browse courses for 'Shared Table'

The screenshot displays the 'Browse Courses' interface on the Queensland Government website. The header includes the Queensland Government logo and navigation links: Home, Back to iLearn MyHome, Browse Courses (highlighted), and My Courses. The 'Browse Courses' section features a search bar with the text 'Shared table' and a magnifying glass icon. Below the search bar are three filter dropdowns: 'Sort by' (set to 'Title'), 'Listing Type' (set to 'All'), and 'Instruction Format' (set to 'All'). A search results card is shown, featuring a green-bordered icon with the text 'shared table'. The card details the course as 'The Shared Table', a 'Meal support training for Clinicians', part of the 'Clinicians Training Program', and is currently 'Ongoing'.

Course Title	Program	Status
The Shared Table	Clinicians Training Program	Ongoing