




Open Course Programme Summer 2019

Our open course programme offers a cost-effective option for all care and support staff to access robust, local and up-to-date training/refreshers delivered by experienced professional trainers.

Please note we now have a ***NEW*** training venue! – see last page for details

DATE	COURSE	COURSE OUTLINE	Price p.p.
Monday 17 th Tuesday 18 th Wednesday 19 th June 9.00am-5.00pm daily *limited places left*	Moving & Handling Train the Trainer 3-day course Venue: n-able Norwich	High quality, cost effective training for new Moving & Handling Trainers (with prior experience of working in health & social care)– mapped to the National Back Exchange trainer guidelines- at our excellent LOCAL venue affording us the use of a wide and varied range of moving & handling equipment (Handling belts, wheelchairs, stand aids, hoists, profiling bed, Wendylett and Vendlet bed system), aids for personal care and Assistive Technology. Learners attending all 3 days will receive a FREE Resource Pack to support their training delivery. Day 2 is also available for 1-day Train the Trainer Updates	£595 p.p. for 3 days/ £175 p.p. for 1-day update
Tuesday 18 th June 9.30am - 1.30pm	Record Keeping, Documentation and Care Planning In line with GDPR	To ensure staff are aware of their responsibilities and accountabilities for record keeping and documentation in line with statutory guidelines, best practice and legal requirements: The importance of duty of care, confidentiality, data protection and information governance (Inc. Caldicott Principles).	£49
Tuesday 25 th June 9.30am-5.00pm	Food Safety Level 2 Award in Catering (RQF) Approved and accredited by Highfield Qualifications 	Teaching the principles of food safety and how they should be applied in the workplace, to ensure that all food handlers control food safety risks through a better understanding of food hygiene and safety, including: Food safety procedures, risk assessment, safe food handling (inc. storing/preparing/cooking/chilling/ reheating/transporting/serving); Personal cleanliness and hygiene and reducing the risk of contamination; Safe use and storage of cleaning chemicals and materials, safe waste disposal; pest control Assessment of Learning is supported by a written questionnaire	£89 p.p
Wednesday 3 rd July 9.30am - 1.30pm	Early Warning Signs (NEWS2)	Endorsed by NHS England and NHS Improvement, NEWS2 is now the early warning system for identifying acutely ill patients, including those with sepsis. This course (for RNs & senior care staff) aims to help staff recognise early warning signs for several conditions and to be able to utilise NEWS2 documentation (evaluation, scoring, threshold and triggers, clinical response)	£59

3-day induction & mandatory training: can be accessed as a 3-day 'package' or as individual ½-day sessions as required:			
Monday 8 th July 9.00am-5.00pm daily	Care Skills and Professional Practice Mapped to the CQC Inspection Framework and Key Lines of Enquiry. (KLOEs) PLUS supporting the Care Certificate Induction Standards 1-9 & 14	A comprehensive day suitable for new staff (or those returning) to the care or support worker role or staff refreshing their training; including: -Duty of Care -Communication -Confidentiality -Dignity -Equality & Diversity -Fluids and Nutrition -Person-Centred Care and Care Planning -Professional boundaries -Recording & Reporting (including GDPR) -Awareness of mental health, dementia and learning disability	£90
Tuesday 9 th July 9.00am - 12.30pm	Safeguarding Adults	Level 2 equivalent: mapped to Care Certificate Standard 10 and the mandatory training & updates required by the care sector; to help all staff and volunteers to understand and recognise abuse and to know what to do when concerns arise; to enable participants to understand that safeguarding is everyone's responsibility. The importance of creating a safe and supportive environment at work ; The referral process regarding Safeguarding Adults in Norfolk and the NSAB. Also mapping to Standard 11 Safeguarding Children (level 1 equivalent)	£45
Tuesday 9 th July 1.00 - 5.00pm	Health & Safety Food Safety Infection Control Fire Safety	Hazards, employer/employee responsibilities & workplace regulations, reporting (RIDDOR etc) The importance of food safety and hygiene in the preparation and handling of food, to ensure that all food handlers control food safety risk. Causes/spread of infections; correct handwashing procedures, PPE, safe disposal of clinical waste; dealing with spillages & laundries Basic Fire Safety Awareness and principles of safe evacuation.	£45
Wednesday 10 th July 9.00am - 1.00pm	Moving & Handling/ Assisting and Falls Prevention	To include legislation, risk assessment, back care, principles of safe moving & assisting (with practical elements including the use of wheelchairs, profiling bed and hoist). Considering individual risk factors and how we can significantly reduce the risk of falling for clients whilst still promoting choice and independence. Ideal for both mandatory training & updates required by CQC	£45
Wednesday 10 th July 1.30pm - 5.00pm	First Aid & Basic Life Support	Mapped to Induction Standard 12 PLUS the mandatory training/annual updates required by CQC. Contents include CPR, & rescue breaths; administering first aid for choking, bleeding, shock, burns & scalds, minor injuries. Practical elements using Resuscitation manikins and choking vest. Also including demonstration of AED	£45
Thursday 11 th July 9.00am – 1.00pm	Medicines Management	Offering a well-defined programme to raise awareness of accountability and responsibility regarding medicines and to encourage safe practice and promote correct procedures including storage, safe ordering, receipt and disposal "The 10 Rights" Defining the terms side effects, cautions, adverse reactions and contra-indications and to understand the importance of monitoring and reporting; To discuss safe administration of ½ drops, eye drops, inhalers, ointments and creams.	£45
Tuesday 16 th July 9.30am-4. 30pm	Designated Safeguarding Children's Lead	Enhanced training delivered for the health and social care sector, equivalent/mapped to Level 3: suitable for anyone wishing to understand the responsibilities of the Designated Safeguarding Officer to become a safeguarding lead for their company; To raise awareness of safeguarding children across a variety of settings and suitable for all staff who require an advanced safeguarding children's course as part of their role; To be familiar with the new safeguarding arrangements and the Norfolk Children's Advice and Duty Service , know about what steps to take when concerns about a child have been raised.	£89



Thursday 18th July 9.30am - 1.00pm	Syringe Drivers (McKinley T34™) Also suitable for yearly/biennial updates	Aiming to provide Registered Nurses with the knowledge, skills and confidence required to manage, monitor and ensure safe administration of medicines via the continuous subcutaneous infusion route. Also including: professional accountability and responsibility; documentation requirements and correct record keeping; to be able to complete calculations ; to be able to select/assess sites for cannulation and complete the correct procedure; actions to take for alarms, alerts, screen messages and troubleshooting. Practical element and competency assessment of Subcutaneous cannulation and use of syringe driver.	£79
Monday 22nd July 9.30am – 4.30pm	Advanced Medicines Management and Audit	Suitable for all Managers, senior staff or Nurses, providing a well-defined programme which will support, encourage and underpin 'safe practice' Also to refresh and discuss the key points in the care, control & administration of medicines and provide clear guidance re. correct documentation and safe record keeping, including care plans, risk assessments, audits	£89

All prices subject to VAT

Please note our new training venue for our open courses :
 15 Hurricane Way, Norwich NR6 6EZ (unless otherwise stated).

All training is delivered by qualified trainers with many years of valuable experience working within health and social care

To book places please call us on:

Tel: 01603 611107 or Email: training@tihcuk.com

[Website: www.traininginhealthcare.co.uk](http://www.traininginhealthcare.co.uk)

NEW

More *brand new* courses coming soon, including..

✦ **Education and Training Level 3**
 (Autumn 2019)

Please call us on [01603 611107](tel:01603611107) to register your interest