

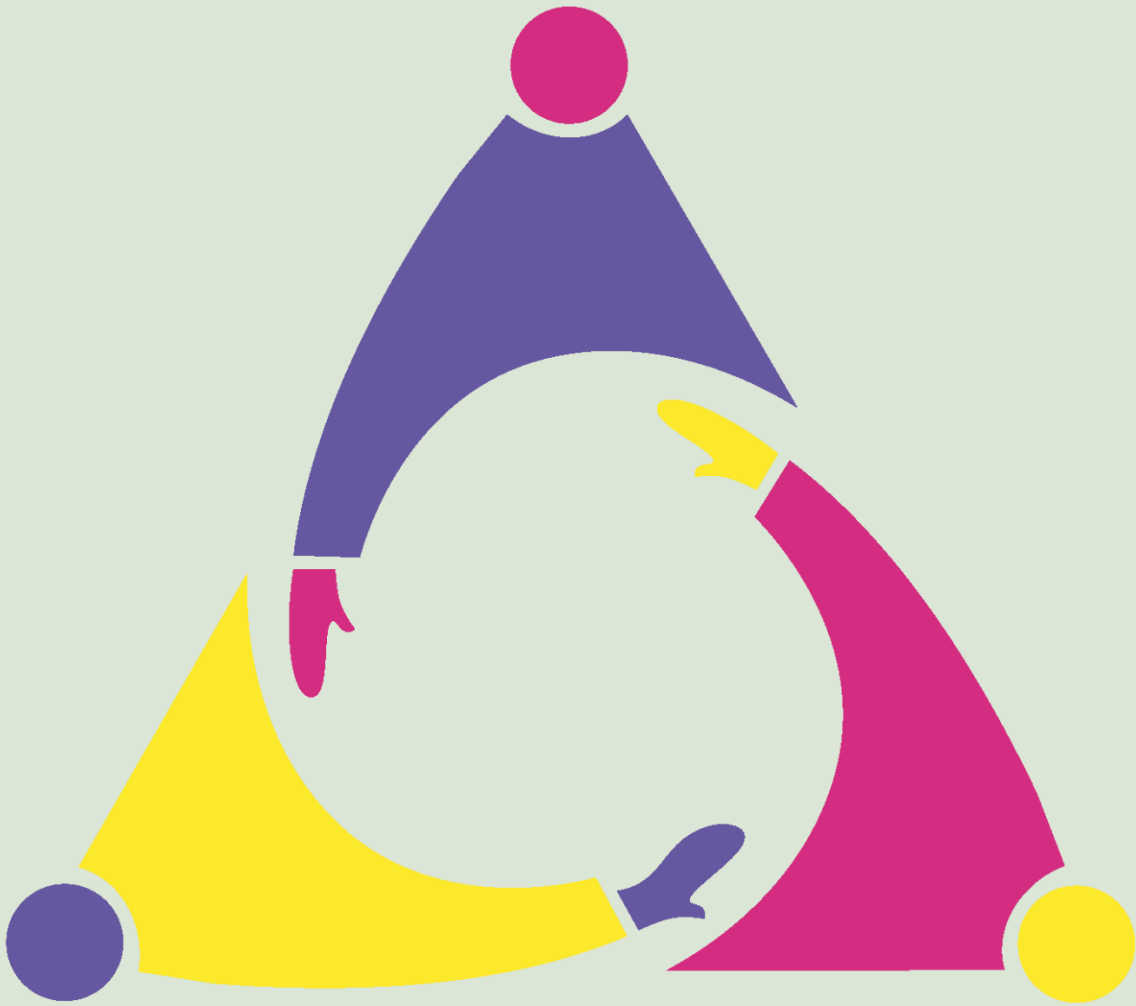
Borders  
Care  
Voice



Learning Network

# Training Programme

October - December 2021



Most of our courses are still being delivered remotely on Microsoft Teams or Zoom. However, we are now offering some other sessions face to face and have included them in this programme. Please be aware that this will depend on the Government advice and restrictions in place and could change, even at short notice.

We have lowered the number of people in our face-to-face training sessions to allow for more space and Covid-19 measures are in place.

Should you have any symptoms of Covid-19 please inform us as soon as possible (which we know can be the morning of the training) and do not attend. We will save you a space on the next session, should you have to cancel. You will not be charged for non-attendance in these circumstances.

If you are unfamiliar with Zoom or Microsoft Teams, but would like to join in, talk to your manager or let us know and we can offer support.

**This programme is subject to change.**

# About Borders Care Learning Network



The Learning Network is part of Borders Care Voice. We aim to:

- support training and development needs in partnership across health and social care
- commission training that is tailored and responsive to evolving priorities
- provide free specialist training for those working and volunteering in health and social care, and for unpaid carers in the Scottish Borders
- gather intelligence and data on training needs regularly to help to plan training and to support organisations in sharing resources.

Third sector, statutory and private organisations, and individuals who do not meet the above criteria can access training, if places are available, at a cost - email [training@borderscarevoice.org.uk](mailto:training@borderscarevoice.org.uk) for details.

## In-house training

Places in our programme are initially limited to two per organisation. If you have more members of staff who would benefit from training, talk to us about bringing our training to you. We can be commissioned to provide courses on a wide range of care topics – those included in this programme, or others tailor-made for your organisation. This is available at a reduced rate for third sector groups and members of Borders Care Voice. Please contact us to discuss your training needs.

# About Borders Care Voice



Involving you to improve  
health and social care

We work with people and providers to promote equality and support change in health and social care. The following service user groups meet throughout the year:

- Service User and Carer Working Group
- Mental Health and Wellbeing Forum
- Borders Dementia Working Group.

Membership of Borders Care Voice is open to any third sector organisation with links to health and social care, and to individuals including service users and unpaid carers. Benefits of membership are:

- it is free and ongoing
- it helps our sector to speak with a common voice
- access to the latest information, news, and events relevant to the sector
- the opportunity to contribute to the planning and delivery of health and social care
- the chance to influence campaigns.

**To find out more about the groups, or for information about becoming a member, please call 01896 757290 or email [admin@borderscarevoice.org.uk](mailto:admin@borderscarevoice.org.uk)**



# Dementia

## **“Promoting Excellence” Framework**

NHS Education for Scotland and the Scottish Social Services Council developed “Promoting Excellence” – a framework for all health and social care staff who work with people with dementia, their families and carers. It has been designed across four levels. We will be running the training for the informed practitioner level and the skilled practitioner level.

### **Informed Practice Level**

**Held online on Microsoft Teams on**

**Wednesday 1<sup>st</sup> December, 10am-noon**

This session will give you a basic awareness of dementia and how it affects individuals. Discussion and professional reflection will be part of the course. This training provides the baseline knowledge and skills required by all workers in health and social care settings, including working in a person's home. It will cover:

- common signs and symptoms of dementia
- individual needs of the person with dementia
- awareness of the relevant legislation.

## **Skilled Practice Level**

**Triest House, Galashiels, over 2 days on**

**Wednesday 8<sup>th</sup> and Thursday 9<sup>th</sup> December from 9.30am-4.30pm**

**Attendees will need to have completed “Dementia – informed practice level” to be eligible for this course.**

This 2-day course re-visits the themes from the informed practice training and will develop and deepen your knowledge and understanding of dementia. Personal reflection and discussion will be an important element of the training.

This training is for people who work with people who have dementia and their families and carers. It will help you to develop your understanding about dementia and to think differently about the people you work with, whether they are at home, in a care ward, attending a day centre or in a hospital ward.

Dementia – Skilled Practice Level covers these 5 modules:

- Module 1 - Understanding dementia
- Module 2 - Promoting person and family centred care and community connections
- Module 3 - Promoting health and wellbeing
- Module 4 - Meeting the needs of the person with dementia who is distressed
- Module 5 - Supporting and protecting people's rights.

# Mental health and wellbeing

## Mental health improvement and prevention of suicide

This Informed Level training is the foundation level of the [Knowledge and Skills Framework](#) for mental health improvement and prevention of self-harm and suicide prevention, which was co-produced by NHS Health Scotland and NHS Education for Scotland.

Each course will be delivered over 2 x 90-minute sessions on Microsoft Teams.

The training is for staff and volunteers in health and social care settings and beyond. It aims to help them develop their abilities in recognising and responding to people they meet who may be in distress and require additional support. It will cover:

- Mental health and how to maintain it, plus the factors that can lead to mental distress or mental ill-health
- Having compassionate conversations to support people who are experiencing mental distress and may be suicidal, and help them to seek help
- Suicide prevention.

The Informed Level of the framework highlights the baseline essential knowledge and skills required by all staff working in health and social care to contribute to mental health improvement and the prevention of self-harm and suicide. It also encapsulates most of the wider public health workforce who need to be informed about mental health and be able to respond to someone who is experiencing distress, or mental ill-health, and who might be at risk of self-harm or suicide.

<b>Date</b>	<b>Time</b>	<b>Platform</b>
Tuesday 5 <sup>th</sup> and 12 <sup>th</sup> October	10am-11.30am	MS Teams
Tuesday 2 <sup>nd</sup> and 9 <sup>th</sup> November	1pm-2.30pm	MS Teams

## Other mental health workshops and training

Date	Time	Course	Platform
Wednesday 27 <sup>th</sup> October	10am-noon	<b>Understanding trauma</b> <ul style="list-style-type: none"> <li>• Understanding childhood trauma – adverse childhood events</li> <li>• Trauma in adulthood</li> <li>• Long term impact of trauma</li> <li>• Skills for working with victims of trauma.</li> </ul>	MS Teams
Wednesday 10 <sup>th</sup> November	10am-noon	<b>Bereavement awareness</b> <ul style="list-style-type: none"> <li>• Models of bereavement</li> <li>• The impact of bereavement</li> <li>• The impact of Covid-19 on bereavement patterns.</li> </ul>	MS Teams

## All other training

Date	Time	Course	Platform
Thursday 7 <sup>th</sup> October	1pm-3pm	<b>Introduction to food hygiene (REHIS certificated)</b> <ul style="list-style-type: none"> <li>• The benefits of high standards of food hygiene</li> <li>• The main requirements of food safety legislation</li> <li>• Causes of food poisoning</li> <li>• How to prevent food poisoning.</li> </ul>	Zoom
Wednesday 13 <sup>th</sup> October	10am-noon	<b>Assertiveness</b> <ul style="list-style-type: none"> <li>• Responsibilities and reporting</li> <li>• Dealing with an unresponsive casualty</li> <li>• Resuscitation</li> <li>• Bleeding control</li> <li>• Other first aid scenarios.</li> </ul>	MS Teams
Monday 25 <sup>th</sup> October	9am-4pm	<b>Moving and handling</b> <ul style="list-style-type: none"> <li>• Identify the principles of safe moving and handling</li> <li>• Identify unsafe techniques</li> <li>• Safe techniques relevant to your work setting</li> <li>• Legal and safe back care guidance</li> <li>• Safe use of moving and handling equipment.</li> </ul>	Face to face Galashiels



Wednesday 3 <sup>rd</sup> November	10am- 11.30am	<b>Adult support and protection level 2</b> People will need to have completed public protection level 1, before attending adult support and protection level 2. If you have completed adult protection training in the past and you have experience of working with adults at risk, you can attend level 2 straight away.	MS Teams
Monday 8 <sup>th</sup> November	9am-4pm	<b>Emergency first aid at work</b> <ul style="list-style-type: none"> <li>• Responsibilities and reporting</li> <li>• Dealing with an unresponsive casualty</li> <li>• Resuscitation</li> <li>• Bleeding control</li> <li>• Other first aid scenarios.</li> </ul>	Face to face Galashiels
Tuesday 9 <sup>th</sup> November	9am- 4.30pm	<b>Health and safety in the workplace</b> <ul style="list-style-type: none"> <li>• Legislation</li> <li>• Responsibilities of employers and employees</li> <li>• Inspections, rectification notices and penalties</li> <li>• Risk assessments</li> <li>• Fire safety</li> <li>• Manual handling</li> <li>• Control of Substances Hazardous to Health (COSHH)</li> <li>• Reporting</li> </ul>	Face to face Galashiels
Thursday 11 <sup>th</sup> November	1pm-4pm	<b>Infection control</b> <ul style="list-style-type: none"> <li>• The general principles of infection control</li> <li>• Covid-19 precautions and management</li> <li>• How to achieve effective hand hygiene</li> <li>• The use of personal protective equipment</li> <li>• Selected conditions and their management.</li> </ul>	Face to face Galashiels
Friday 12 <sup>th</sup> November	9am-4pm	<b>Moving and handling</b> <ul style="list-style-type: none"> <li>• Identify the principles of safe moving and handling</li> <li>• Identify unsafe techniques</li> <li>• Safe techniques relevant to your work setting</li> <li>• Legal and safe back care guidance</li> <li>• Safe use of moving and handling equipment.</li> </ul>	Face to face Galashiels
Tuesday 16 <sup>th</sup> November	1pm-3pm	<b>Introduction to food hygiene (REHIS certificated)</b> <ul style="list-style-type: none"> <li>• The benefits of high standards of food hygiene</li> <li>• The main requirements of food safety legislation</li> <li>• Causes of food poisoning</li> <li>• How to prevent food poisoning.</li> </ul>	Zoom

Thursday 25 <sup>th</sup> November	1pm-3pm	<b>Easy read – the basics</b> <ul style="list-style-type: none"> <li>• What is easy read?</li> <li>• Who does it help?</li> <li>• How to produce easy read documents</li> </ul>	MS Teams
Monday 29 <sup>th</sup> November	9am-4pm	<b>Moving and handling</b> <ul style="list-style-type: none"> <li>• Identify the principles of safe moving and handling</li> <li>• Identify unsafe techniques</li> <li>• Safe techniques relevant to your work setting</li> <li>• Legal and safe back care guidance</li> </ul> Safe use of moving and handling equipment.	Face to face Galashiels
Monday 13 <sup>th</sup> December	9am-4pm	<b>Moving and handling</b> <ul style="list-style-type: none"> <li>• Identify the principles of safe moving and handling</li> <li>• Identify unsafe techniques</li> <li>• Safe techniques relevant to your work setting</li> <li>• Legal and safe back care guidance</li> <li>• Safe use of moving and handling equipment.</li> </ul>	Face to face Galashiels
Monday 20 <sup>th</sup> December	9am-4pm	<b>Emergency first aid at work</b> <ul style="list-style-type: none"> <li>• Responsibilities and reporting</li> <li>• Dealing with an unresponsive casualty</li> <li>• Resuscitation</li> <li>• Bleeding control</li> <li>• Other first aid scenarios.</li> </ul>	Face to face Galashiels



## Conditions of booking

The booking form for all courses can be found at

<https://bit.ly/2K3unGL>

Borders Care Voice Learning Network reserves the right to alter the contents of delivery of a course. We reserve the right to cancel any advertised courses.

We cannot guarantee full accessibility, or the use of special equipment, unless notified of requirements when booking. In some cases, it may be your employer's responsibility to meet your access requirements.

Places on a course may be limited to two per organisation. People who book on training and do not attend will be charged £20 for online training, £30 for half day training, £60 for full day training and £120 for 2-day training, unless we have received at least seven days' notice.

Until we have received a booking form, including attendees' names, the places will be open to others. Places are allocated on first come, first serve basis.

All our training courses start promptly at the time stated in the confirmation you will receive after signing up. If you are running late, please inform us as soon as possible. Late arrival may result in too much course content already been covered and you won't be eligible for a certificate.

Our funding allows us to provide free training for people who work or volunteer in health and social care, unpaid and family carers in the Scottish Borders.

If you do not meet these criteria, you can still access our training, if places are available at a cost:

- £20 for remote training
- £30 for half day training
- £60 for full day training
- £120 for 2-day training.



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