

Induction for new workers

Corporate Induction: E-learning

Provide new workers with the knowledge they need to complete induction and meet organisational requirements.

Topic	Format	Source
Information Governance	e-learning	East Sussex Learning Portal
Corporate Induction	e-learning	East Sussex Learning Portal
Customer Care	e-learning	East Sussex Learning Portal
Equality & Diversity	e-learning	East Sussex Learning Portal
Storing & Sharing Information	e-learning	East Sussex Learning Portal
Standards of Behaviour	e-learning	East Sussex Learning Portal
Health & Safety - Cylis	e-learning	East Sussex Learning Portal
1	Getting to grips with Health and Safety	Intranet (Corporate)
2	Working safely with computers	Intranet (Corporate)
3	Lifting and carrying safely	Intranet (Corporate)
4	Stress busting	Intranet (Corporate)
5	Avoiding violence and aggression	Intranet (Corporate)
6	Dealing with hazardous substances	Intranet (Corporate)
7	Meeting the threat from fire	Intranet (Corporate)
8	Reporting Health and Safety incidents	Intranet (Corporate)
9	Managing occupational road risk	Intranet (Corporate)
Workstation Risk Assessment	Form on the Intranet	East Sussex Learning Portal
Safeguarding Adults	e-learning	East Sussex Learning Portal
Safeguarding Children	e-learning	East Sussex Learning Portal
Mental Capacity Act	e-learning	East Sussex Learning Portal
Domestic Abuse Foundation Module	e-learning	East Sussex Learning Portal

Specialist

Provide **existing** workers with knowledge and skills needed to meet the specific needs of clients.

There is currently no face to face training being facilitated due to Covid-19. Some face to face training will be introduced later this year, such as Manual Handling and First Aid.

Other topics are being developed as blended learning which includes e-learning, recorded sessions, workbooks and live interactive sessions.

This list will be regularly updated.



Joint Community Rehabilitation

Covid-19 Interim Training Programme

change *your* world and *theirs*

Work with older people as part of the Joint Community Rehabilitation team.
Help someone get back on their feet.

Induction for new workers

Care Certificate

Ensure new workers have the knowledge needed to meet the standards required with the Care Certificate and specifically within Reablement.

Topic	Audience	Format	Source
Care Certificate Induction	Staff new to working in care, who have not previously completed the Care Certificate or relevant equivalent qualifications.	Virtual via Skype/Teams. One to one or small groups.	East Sussex Learning Portal
Induction Support Sessions	Staff who would like support with completing their Care Certificate.	Virtual via Skype/Teams. One to one or small groups.	East Sussex Learning Portal
Planning for Personal Development	Staff new to working within DPS who have already achieved Care Certificate or relevant qualifications.	Virtual via Skype/Teams. One to one.	East Sussex Learning Portal
The Principles of Reablement	For all new staff working within Reablement.	Virtual via Skype/Teams. Small groups.	East Sussex Learning Portal

Essential training

Provide new staff with knowledge and skills required to carry out their role safely and with competence.

Topic	Format	Source
Provide support to maintain and develop skills for everyday life	Virtual via Skype/Teams and assignment	East Sussex Learning Portal
Safe Handling of Medication	Virtual recorded session and workbook	East Sussex Learning Portal
Basic First Aid	Manual and workbook (Part 1) Face to face (Part 2)	East Sussex Learning Portal Bespoke (Ann Holland)
Moving and Handling of People and Objects	Live Skype session (Part 1) Face to face (Part 2)	East Sussex Learning Portal
Infection Control	In-house session with IPC Leads e-learning	East Sussex Learning Portal

Essential training cont.

Topic	Format	Source
Nutrition & Hydration	Coming soon	East Sussex Learning Portal
MCA Competencies - Reflective Session	Virtual via Skype/Teams and assignment	East Sussex Learning Portal
Safeguarding Competencies - Reflective Session	Virtual via Skype/Teams and assignment	East Sussex Learning Portal
Falls Prevention	Coming Soon	East Sussex Learning Portal
Assisting the Fallen Person	Virtual session and workbook	East Sussex Learning Portal
Assisting Clients with Swallowing Difficulties	Virtual via Skype/Teams and assignment	East Sussex Learning Portal

Competencies

Ensure workforce is competent to carry out relevant tasks/activities.

Topic	Format	Source
Competency Assessment for Medication Handling	Complete with Line Manager in first 6 months, then refresh annually	Forms on Intranet
Competency Framework Safeguarding Adults at Risk	Complete with Line Manager in first 6 months, then refresh every 3 years	Forms on Intranet
Capability Framework Mental Capacity Act	Complete with Line Manager in first 6 months, then refresh annually	Forms on Intranet

Reablement Competencies

Bespoke programme created for JCR to give workers theoretical knowledge and practical skills in the following areas:

- Reablement
- Exercise
- Mobility
- Transfers
- Anti-embolism stockings
- Catheter bags
- Pressure area care
- Nutrition
- Swallowing

Competence is assessed through worksheets and practical assessments

Apprenticeships

New and existing workers are able to further enhance their skills and knowledge, and gain a recognised qualification, by completing an apprenticeship with Adult Social Care.

Apprenticeships available include:

Level 2 - Adult Care Worker

Level 3 - Lead Adult Care Worker

Apprenticeships consist of a blended programme of learning at work, taught sessions and learning sets.

All staff who choose to complete an apprenticeship will be given the support of an assessor to guide them through the process.

Staff with no qualifications in English or Maths will be additionally supported to achieve a qualification in these areas.

Further information is available via your line manager or by contacting ESQAC (East Sussex Qualification & Assessment Centre).

Qualifications

Existing workers are able to further their personal and professional development, by completing a nationally recognised Level 2 certificate in the following areas:

- Understanding Behaviour that Challenges
- Awareness of Mental Health Problems
- Understanding in Care and Management of Diabetes
- Principles of Care Planning
- Common Health Conditions
- Principles of Dementia Care
- Understanding Dignity and Safeguarding
- Principles of End of Life Care
- Principles of the Prevention and Control of Infection
- Understanding the Safe Handling of Medication
- Falls Prevention Awareness
- Understanding Safeguarding and Prevent

Further information is available via your line manager or by contacting ESQAC (East Sussex Qualification & Assessment Centre).