

Care Trainer Newsletter

Training Courses

The following Training courses are available to book via the training calendar for Care SBU employees;

- ▶ Palliative and End of Life Care
- ▶ Dementia Awareness
- ▶ Medication Awareness
- ▶ Adult, Support and Protection
- ▶ Manual Handling — Objects
- ▶ Person Centred Planning
- ▶ CALM — Challenging Behaviours related to Dementia (coming soon)

Please book via the usual process on the training calendar and the joining instructions will be sent through to you prior to the course, spaces are limited to 6 per course. Training courses are currently being held on Microsoft teams, when it is safe to return to training venues we will update you further with face to face options. Please contact learning@hanover.scot if you have any questions.

E-Learning

All of the courses in your E-Learning account are added to support compliance training or because they are required in your job role. It is expected that all core E-Learning is completed in an employee's probation period, if you have any outstanding E-Learning please complete asap. Your E-Learning account also provides web links to external E-Learning, please discuss with your line manager if you feel a course is relevant to your post.

First Aid Certification

Due to Covid-19 restrictions, we have been unable to provide First Aid training. The HSE have stated that certificates expiring on or after 16 March 2020 will be extended by a further 3 months. As soon as restrictions are lifted and it is deemed safe to do so we will be organising first aid training; you will be contacted if you are due a renewal or require this training.

REHIS Food Hygiene

Food Hygiene training is currently unavailable as external trainers are unable to deliver the course due to Covid-19 restrictions. With restrictions being lifted we expect to be able to organise this training soon; either face to face or providing an E-Learning option.

Mid-Management Development

We are pleased to announce that mid-management courses will be arranged for employees to access via Microsoft teams from October onwards. This will be behavioural training to continue to develop Management skills and support employees during Covid. Invites will be sent to the Mid-Management group soon.

Investigation Skills

The Investigation Skills HR course for managers that was scheduled to be held in the West area has now been re-arranged. This will be held in September on Microsoft Teams.

Train the Trainer

Hanover has a substantial amount of training to complete with all Care SBU employees across Scotland. If you have expertise in an area or previous experience in delivering training and you are interested in becoming a trainer, please speak to your line manager. We currently have employees who are certified to deliver training in Medication, Manual Handling and Adult, Support & Protection. Full training will be provided.

SSSC Registration

You should continue to maintain your SSSC Registration during Covid if required in your job role. If you hold a condition to achieve a required qualification and you are a permanent employee, please contact learning@hanover.scot. Maintaining your SSSC Registration on the correct part of the register is your responsibility. Some staff may be entitled to claim tax relief on their SSSC registration. Please visit gov.uk for more information.

Autistic Spectrum Disorder (ASD) Training

A new core E-Learning module, Autistic Spectrum Disorder, is now available for the relevant care staff. This training will upskill your knowledge and understanding to better support people diagnosed with ASD. This module will be added to your E Learning account by the end of the week. If you require any support please contact learning@hanover.scot

Resilience Training

A new E-Learning module has been developed for all staff to learn about Resilience training and how they can support their colleagues. This module is optional and will be available from the end of this week.

Care Inductions

Employees should complete the corporate induction guide and all core E-Learning during probation periods. We are currently working on training guidance for Management to use when supporting employees in Housing with Care during their probation/induction period.

Manual Handling Practical Training

We are currently working on H&S solutions to provide the Manual Handling practical training and we will update you when this course is available. We are in the process of acquiring equipment which will be available for the delivery of training courses in Moray. Manual Handling has also been arranged to take place in the Borders in the coming weeks. The equipment has been sourced from Scottish Border Mobility Aids and the training will take place in the development lounge at Galashiels with trainer, Kelvin Beattie. Risk assessments have also been put in place for this event.