

Course Overview

www.kembletraining.co.uk

Kemble Training was established in 2014 to work in partnership with care providers to deliver bespoke care and support training that is specifically designed to raise the long-term standards within the care sector.

We have grown to be one of the only specialised training providers in the West Midlands, delivering a range of courses specifically designed for the Health and Social Care sector.

From Apprenticeships and NVQ's to accredited and non-accredited short courses, we work with care providers to design a tailored solution to support staff development, compliance and current standards.

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BESPOKE COURSES

At Kemble Training we believe training should be flexible, inclusive and meet the demands of the care sector and your organisation.

With this in mind we can:

- Deliver training 'on-site' at your location
- Deliver at times that suit you
- Put on courses just for you and your colleagues
- Tailor specific training to suite your organisation

The training can be from our existing course catalogue which includes:

- Dementia, Diabetes or Stroke
- Moving & Handling
- First Aid, Fire Safety, Health and Safety or COSHH
- MCA & DOLS, Safeguarding or Medication
- Accredited Level 1, 2, 3, 4 and 5 courses
- Refresher training required for your standards
- + more



ADULT CARE INDUCTION

A five day intensive course that incorporates the Care Certificate theory and is accredited to City and Guilds level 2.

- The role of a Health Care worker & personal development
- Duty of care
- Safeguarding
- Mental Capacity Act
- First aid & Medication
- Health & Safety
- Infection control
- Moving and handling
- Person centred care
- Dementia
- Personal care
- Equality, diversity and inclusion

The course is designed to introduce new carers into the role and enable them to provide an excellent level of service.

***Care organisations can claim back upto £300 per participant through the "Workforce Development Fund"



SAFEGUARDING

A course designed by Kemble Training that covers what safeguarding means in regards to protecting people's health, wellbeing and human rights, and enabling them to live free from harm, abuse and neglect. It is fundamental to delivering high-quality health and social care.

Covering:

- Understanding the importance of Safeguarding and the MCA
- Recognising mental capacity, or lack of
- Gaining knowledge of the decision making pathway
- Advanced decisions, advanced statements and LPA's
- Understanding 'Best Interest' decisions
- Independent Mental Capacity Advocates
- Restraint and Deprivation of Liberty
- Abuse and its presentation
- Reporting abuse



MOVING AND HANDLING INDUCTION

This course, designed by Kemble Training, is for those who are new to the sector without any prior knowledge or those that have been identified as requiring a complete refresh in the latest techniques in moving and handling of people.

Manual Handling Theory

- Legislation
- Spinal function and Biomechanics
- Controversial techniques
- Risk assessments and Ergonomics

Manual Handling Practical

- Forward, backward and sideways step move
- Bringing a client forward and back into the chair
- Chair to chair transfers
- Handling belt and Slide sheets
- Hoists and wheel chairs
- Moving a client on the bed



MOVING AND HANDLING REFRESHER

This course, designed by Kemble Training, is for those who need yearly refresher training in Moving and Handling of people as part of their CPD and legislative requirements.

Manual Handling Theory

- Legislation
- Spinal function and Biomechanics
- Controversial techniques
- Risk assessments and Ergonomics

Manual Handling Practical

- Forward, backward and sideways step move
- Bringing a client forward and back into the chair
- Chair to chair transfers
- Handling belt and Slide sheets
- Hoists and wheel chairs
- Moving a client on the bed





MEDICATION TRAINING

A course developed by Kemble Training to support individuals and organisations to understand the relevant legislation surrounding medication administration. This course is designed for those who are either new to the care sector, returning to the sector or requiring a full understanding as part of their role.

Covering:

- Relevant legislation surrounding medication administration
- The importance of maintaining the service user's privacy, dignity, choice and independence.
- The importance of gaining the consent of service users
- The roles and boundaries of assisting with medication
- The types of medication available
- Common side effects and possible routes of administration
- Application of transdermal patches





MEDICATION REFRESHER

A course developed by Kemble Training to support individuals and organisations to understand the relevant legislation surrounding medication administration. This course is designed for those who have previously attended full medication training and require refresher training.

Covering:

- Relevant legislation surrounding medication administration
- The importance of maintaining the service user's privacy, dignity, choice and independence.
- The importance of gaining the consent of service users
- The roles and boundaries of assisting with medication
- The types of medication available
- Common side effects and possible routes of administration
- Application of transdermal patches





MCA & DOLS

A course developed by Kemble Training to support individuals and organisations to understand the Mental Capacity Act and Deprivation of Liberty Safeguards, ensuring individuals meet the required standards to deliver a quality 'person-centred' service.

Covering:

- Principals of the Mental Capacity Act
- Assessing Capacity
- Best Interest Decisions
- Lasting Powers of Attorney
- Independent Mental Capacity Advisor (IMCA)
- Mental Health Act
- Advanced Decisions
- Deprivation of Liberty Safeguards (DOLS)



DEMENTIA AWARENESS

This one day course covers an introduction to Dementia and gives employees the understanding of what Dementia is. The course is ideal for new employees, those returning to the sector or upskilling your current workforce.

This course covers:

- Understand what Dementia is
- The person centred approach to the care and support of individuals
- Understand factors that can influence communication and interaction with individuals with Dementia
- Understand equality, diversity and inclusion in Dementia care
- Understand the key features of the theoretical models of Dementia
- Know the most common types of Dementia and their causes
- Understand factors relating to an individuals experience of Dementia



LEVEL 2 DEMENTIA

This accredited course covers four units and gives you and your employees the understanding of what Dementia is including the types and their causes.

What is Dementia?

"Dementia is a syndrome (a group of related symptoms) that is associated with an ongoing decline of the brain and its abilities" source: nhs.uk

This course covers:

- Understand what Dementia is
- The person centred approach to the care and support of individuals
- Understand factors that can influence communication and interaction with individuals with Dementia
- Understand equality, diversity and inclusion in Dementia care
- Understand the key features of the theoretical models of Dementia
- Know the most common types of Dementia and their causes
- Understand factors relating to an individuals experience of Dementia



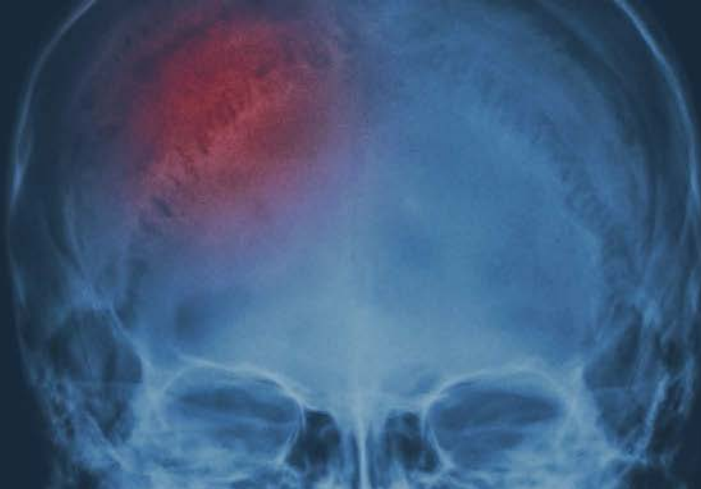
DIABETES AWARENESS

This one day course covers an introduction to Diabetes and gives employees the understanding of what Diabetes is and the associated implications. The course is ideal for new employees, those returning to the sector or for upskilling your current workforce.

The course covers:

- Understand factors relating to an individuals experience of Diabetes
- Understand the importance of monitoring Diabetes
- Understand the links between Diabetes and other conditions
- Understand diabetes and the associated implications
- Know the most common types of Diabetes and their causes
- Understand how to implement a person centred approach when supporting individuals with Diabetes
- Understand the nutritional needs of individuals with Diabetes





STROKE AWARENESS

This one day course covers an introduction to Stroke awareness and gives employees the understanding of what a Stroke is and the different forms. The course is ideal for new employees, those returning to the sector or for upskilling your current workforce.

This course covers:

- Know what a Stroke is
- Know how to recognise Stroke
- Understand the management of risk factors for Stroke
- Understand the importance of emergency response and treatment for Stroke
- Understand the management of Stroke



SAFEGUARDING FOR MANAGERS

A course, designed by Kemble Training, that gives Managers the latest updates covering all aspects of Safeguarding.

Covering:

- Definition for Adult at Risk
- Changes to safeguarding categories
- Threshold levels
- Reporting safeguarding alerts
- Mental Capacity Act update
- Safeguarding competency framework



MOVING AND HANDLING RISK ASSESSMENT FOR MANAGERS

This course, designed by Kemble Training, provides Managers of care settings with all the knowledge needed to assess and write risk assessments for the moving and handling of people. It covers the principles and practises when creating a risk assessment including the policies, procedures and legislative requirements needed.

Covering:

- The principles of risk assessment
- The practices of risk assessment
- Policies, procedures and legislative requirements
- Various types of moving and handling equipment and their uses
- Management responsibilities in proving generic and individual risk assessments
- Be able to carry out and correctly record practical risk assessments



MEDICATION FOR MANAGERS

This course provides managers with information about Medicine Management to ensure safe practice and defines the legislation and guidance available surrounding medication administration, as set out by the Medicine's Act 1968.

Covering:

- Identify the defining features of medication administration records (MAR)
- Identify the required contents for a Client Assessment Document
- Understand the different levels of medication involvement
- General advice for medication ordering, transport, storage and destruction
- Identify what companies should look for when checking a prescription, adding and removing medicines from MAR sheets
- How to deal with changes to medications
- Describe how to deal with refusals
- Identify how to manage errors in medication administration
- Identify how monitoring of medication practices should be undertaken



MCA & DOLS FOR MANAGERS

A course developed by Kemble Training to support individuals and organisations to understand the Mental Capacity Act and Deprivation of Liberty Safeguards ensuring individuals meet the required standards to deliver a quality ‘person-centred’ service.

Covering:

- Principals of the Mental Capacity Act
- Assessing Capacity
- Best Interest Decisions
- Lasting Powers of Attorney
- Independent Mental Capacity Advisor (IMCA)
- Mental Health Act
- Advanced Decisions
- Deprivation of Liberty Safeguards (DOLS)



MANAGER REFRESHER

A course developed by Kemble Training to provide managers with refresher training around the key aspects of their role and to adhere to the latest standards within the care sector.

Covering:

- Safeguarding and the New Competency Framework
- Mental Capacity Act
- New Dementia Challenge 2020
- Dementia Core Skills Framework
- How to access Workforce Development Funding
- Care Certificate and you Workforce
- Key Lines of Enquiry (KLOE)
- Nurse re-validation
- NICE Guidance and Assessment Templates
- Infection Control Code of Practice



TAQA Level 3

Training, Assessment and Quality Assurance (TAQA) is for those who would like to enter into an assessment role. Together with sector knowledge this qualification allows you to become an Assessor of the new Apprenticeship 'Standards' or older 'Frameworks'.

The course can be completed via 3 routes, depending on your circumstances we will advise you which route is best suited for you.

Route 1

Covers a mandatory and vocational unit

Route 2

Covers a mandatory and an occupational unit

Route 3

Covers a mandatory, vocational and occupational unit



EDUCATION & TRAINING LEVEL 3

The Level 3 Award in Education and Training is an introductory, knowledge-based teaching qualification which can be undertaken by both individuals who are not yet in a teaching role or those currently teaching.

The qualification covers the following units.

- Understanding and using inclusive teaching and learning approaches in education and training
- Understanding roles, responsibilities and relationships in education and training
- Understanding the principles and practices of assessment

A micro teach is required on the last day of this qualification which is assessed, learners must then complete a portfolio of evidence to achieve this qualification.



TRAINER BOLT-ON COURSES

Train the Trainer BOLT-ON courses consist of a range of courses designed specifically for those who have completed the Level 3 Education & Training Course, or those who are already qualified as a Teacher/Trainer.

It enables individuals to teach specific subjects within the care sector and each course has been designed by Kemble Training to support the development of new and existing trainers.

Subjects include:

- Moving and Handling
- Risk Assessments
- MCA & DOLS
- Safeguarding
- Medication



LEVEL 2 COSHH

Aimed at individuals that work in an environment where coming into contact with hazardous substances is likely. This provides individuals with the knowledge and skills to recognise the risks associated with hazardous substances and how to control them in the workplace.

Covering:

- Roles & Responsibilities
- Substances Covered by COSHH Regulations
- The Effects of Hazardous Substances
- Hazardous Substance Risk Assessment
- Incidents
- Important Future Developments
- Routes of Entry

Who may need this training?

Suitable for all employees who work within organisations that may come into contact with Hazardous Substances.





LEVEL 2 HEALTH & SAFETY

This qualification provides learners with an understanding in the responsibilities of employers and employees, the benefits of good health and safety, steps to a risk assessment and how they can reduce accidents, near misses and ill-health, typical hazards and the importance of recording accidents, near misses and ill-health.

Covering:

- Introduction to Health and Safety at Work
- Accidents and ill Health
- Health and Safety Law
- Risk Assessments
- Hazardous Substances
- Personal Protective Equipment
- Workplace Health, Safety and Welfare
- Vehicles at Work
- Fire Safety and First Aid
- Slips, Trips, Noise and Vibration



HEALTH & SAFETY INDUCTION

This course is ideal for new employees and provides learners with an understanding of Health and Safety in the workplace, the benefits of good health and safety, steps to a risk assessment and how they can reduce accidents, near misses and ill-health covering typical hazards and the importance of recording accidents, near misses and ill-health.

Covering:

- Introduction to Health and Safety at Work
- Accidents and ill Health
- Health and Safety Law
- Hazardous Substances
- Personal Protective Equipment
- Workplace Health, Safety and Welfare
- Fire Safety and First Aid
- Slips, Trips, Noise and Vibration



LEVEL 2 FIRST AID (EFAW)

This qualification is aimed at individuals already working or preparing to work in industry where it is identified within the company's risk assessment that there is a requirement for a trained First Aider (EFAW). Topics within this course are regarded by the Health & Safety Executive as being important in maintaining good practice in the safe, prompt and effective treatment of injuries and ill health in the workplace.

Covering:

- Understanding the role and responsibilities of a first aider
- Manage an unresponsive casualty who is breathing normally
- Manage an unresponsive casualty who is not breathing normally
- How to recognise and assist a casualty who is choking
- Able to manage a casualty
- Manage a casualty who is in shock
- Manage a casualty with a minor injury



FIRST AID REFRESHER

This course is aimed at individuals who already hold a valid First Aid qualification or those needing to refresh their basic first aid knowledge. It is suitable for where it has been identified within the company's risk assessment that there is a requirement for yearly refresher training of it's staff to keep abreast of changes and current practices.

Covering:

- What first aid is
- The role of the first aider
- Primary survey
- Recovery position and CPR
- First aid responsibilities for choking, seizures, shock, bleeding, stroke, burns and heart attacks
- Refreshing individuals' knowledge





FIRE SAFETY LEVEL 1

Why is this Training Important?

The Regulatory Reform Order 2005 requires any person who exercises some level of control in non-domestic premises to take reasonable steps to reduce the risk from fire to ensure that both employees and visitors can escape safely if fire does occur. The responsible person must ensure that employees are provided with adequate safety training at the time they are first employed and on being exposed to new or increased risks.

Who needs this Qualification?

Suitable for all employees undertaking induction training, including those with no specific fire safety role.

Learning Outcomes

- Understand basic fire safety and what to do in the event of an emergency
- Understand the principles of fire risk control
- Understand the basics of practical fire safety



PAEDIATRIC FIRST AID

Kemble Training offers this course in two forms...

ONE DAY COURSE - LEVEL 2

Aimed at individuals wishing to gain the knowledge and skills required for them to provide effective emergency paediatric first aid. Intended for anyone who has to deliver first aid as part of their role in either a childcare or domestic setting.

TWO DAY COURSE - LEVEL 3

Aimed at individuals wishing to become an emergency paediatric first-aider. Intended for workers already in or preparing to work within the childcare sector with the responsibility for the welfare of infants or children. This course meets the requirements for paediatric first aid outlined in the Early Years Foundation Stage.





APPRENTICESHIP IN ADULT CARE

The new Adult Care Worker Standards have been developed by employers working within the sector aligning them to industry standards. From 2017 there were a number of changes implemented to improve the way Apprenticeships were delivered and funded.

The changes include:

- A new delivery model developed by Kemble Training
- Funding available for all ages
- A new Co-Investment model
- More employer ownership & interaction to support Apprentices
- New Qualifications (Level 2, Level 3, Level 4 & Level 5)
- Employer incentives
- More support for Functional Skills
- Off the job training support
- Care certificate included in the delivery
- An 'End Point Assessment' (EPA)

For further information and a demonstration of the Kemble Training delivery model, please speak to a member of our team.



ADULT CARE WORKER LEVEL 2

Looking to train your existing workforce to a Level 2?

The New Adult Care Worker Standards have been specifically developed for the sector by a group of employers. These new standards are aligned to the Care sector and CQC standards to ensure your workforce deliver the highest levels of service.

The Adult Care Worker qualification includes:

- The Care Certificate
- Diploma in Health and Social Care Level 2
- Maths and English upskilling at Level 1

Upon completion, the new standards are assessed by an 'End Point Assessment Organisation' (EPA). The EPA consists of a situational judgement and professional judgement.

This Course can be delivered funded and un-funded, please speak to a member of our team to look at what options are available to you.



LEAD ADULT CARE WORKER LEVEL 3

Looking to train your existing workforce to a Level 3?

The New Lead Adult Care Worker Standards have been specifically developed for the sector by a group of employers. These new standards are aligned to the Care sector and CQC standards to ensure your workforce deliver the highest levels of service.

The Adult Care Worker qualification includes:

- The Care Certificate
- Diploma in Health and Social Care Level 3
- Maths and English upskilling at Level 2

Upon completion, the new standards are assessed by an 'End Point Assessment Organisation' (EPA). The EPA consists of a situational judgement and professional judgement.

This Course can be delivered funded and un-funded, please speak to a member of our team to look at what options are available to you.



LEAD PRACTITIONER IN ADULT CARE LEVEL 4

Looking to train your existing workforce to a Level 4?

The New Lead Adult Care Worker Standards have been specifically developed for the sector by a group of employers. These new standards are aligned to the Care sector and CQC standards to ensure your workforce deliver the highest levels of service.

The Adult Care Worker qualification includes:

- The Care Certificate
- Diploma in Adult Care at Level 4
- Maths and English upskilling at Level 2

Upon completion, the new standards are assessed by an 'End Point Assessment Organisation' (EPA). The EPA consists of a situational judgement, professional judgement and an action research project.

This Course can be delivered funded and un-funded, please speak to a member of our team to look at what options are available to you.



LEADER IN ADULT CARE LEVEL 5

Looking to train your existing workforce to a Level 5?

The New Lead Adult Care Worker Standards have been specifically developed for the sector by a group of employers. These new standards are aligned to the Care sector and CQC standards to ensure your workforce deliver the highest levels of service.

The Adult Care Worker qualification includes:

- The Care Certificate
- Diploma in Leadership in Health and Social Care Level 5
- Maths and English upskilling at Level 2

Upon completion, the new standards are assessed by an 'End Point Assessment Organisation' (EPA). The EPA consists of a situational judgement, professional judgement and an action research project.

This Course can be delivered funded and un-funded, please speak to a member of our team to look at what options are available to you.



ENGAGE

ONBOARDING
Interview and IAG
by Area Trainer to
prepare for learning



LEARN

FUNCTIONAL SKILLS
support for maths and english
during the first period of the
apprenticeship delivery



SUPPORT
Learners supported
to prepare for the
End Point Assessment



DEVELOP

20%
off the job training
facilitated by short
courses and study

EPA
Learners to sit a
on-line assessment
and interview



ASSESS

ACHIEVEMENT
Learner achieves
qualification



SUCCEED



What's involved - Apprenticeships are a cost effective way to train new and existing employees. It combines a number of key elements to support individuals reach their potential.

- **Initial Advice and Guidance** - All learners receive a learner focused interview to ensure they are on the right programme and understand the work that is expected from them. Guidance is given to learners that need to upskill or overcome barriers before starting their learning.
- **Functional Skills** - This includes up-skilling the learners maths and english, support is provided by the area trainer throughout the programme
- **Off the job training** - All learners complete a number of courses that support them on their apprenticeship. This provides all learners with a rounded skill-set upon completion of their qualification.
- **Additional learning support** - If required, additional learning support can be made available
- **End point Assessment** - Upon completion of the learning an "End Point Assessment" takes place, this usually involves an online assessment, a review of the work completed and an interview.
- **Length of Course** - Courses last from 12-18 months depending on the level of the qualification.
- **Cost** - All apprenticeships/NVQ's are now funded under the new levy scheme which employers now contribute to. Please speak a member of the team so we can explain this in more detail

Course Price List

Health & Social Care Courses		Price
Adult Care Induction Course - 5 Day Course***		£240 per person
Bespoke Half Day Courses - non accredited		£150 per booking
Bespoke Full Day Courses - non accredited		£240 per booking
Safeguarding		£35 per person
Moving and Handling Induction Training		£50 per person
Moving and Handling Refresher		£35 per person
Medication Training		£50 per person
Medication Refresher		£35 per person
MCA & DOLS		£35 per person
Dementia Awareness		£60 per person
Dementia Level 2		£160 per person
Diabetes Awareness		£60 per person
Stroke Awareness		£60 per person
Manager Training		
Safeguarding for Managers		£75 per person
Moving and Handling Risk Assessment for Managers		£75 per person
Medication for Managers		£75 per person
MCA & DOLS for Managers		£75 per person
Manager Refresher		£60 per person
Train the Trainer		
TAQA Level 3 - 2 Units		£400 per person
TAQA Level 3 - 3 Units		£500 per person
Education and Training Level 3		£500 per person
Trainer Bolt-on Courses		£150 per person
Other Courses		
COSHH Level 2		£60 per person
Health and Safety Level 2		£60 per person
Health and Safety Induction		£50 per person
Emergency First Aid at Work Level 2		£60 per person
First Aid Refresher		£35 per person
Fire Safety Level 1		£35 per person
Paediatric First Aid Level 2		£60 per person
Paediatric First Aid Level 3		£120 per person
NVQ's/Frameworks/Standards/Apprenticeships		
Apprenticeship in Adult Care***		Please enquire
Adult Care Worker Level 2***	***New for 2017***	Please enquire
Lead Adult Care Worker Level 3***	***New for 2017***	Please enquire
Lead Practitioner in Adult Care Level 4***	***New for 2018***	Please enquire
Leader in Adult Care Level 5***	***New for 2018***	Please enquire

***Funding may be available to support the cost of training, please speak to a member of the team

