

AGREEMENT

I agree that candidates will be allowed to attend the one-day course.

I agree that candidates will complete at least one QCF unit and an assessor will be given permission to visit the learners workplace.

I agree that if the candidate does not achieve the standard the Alliance will be given access to the candidate and workplace in order to complete.

I agree to complete the NMDS-SC and supply my NMDS-SC number.

I agree to complete and return all forms/documentation as required.

I agree to pay £60 if the candidate fails to attend the full day. If a place has been secured and you need to cancel.

I agree to refund the cost of the qualification if the candidate fails to complete.

I have read and understood the information in the Important Booking Information section overleaf.

Manager's Name _____

Signed _____

Date _____

Please return completed booking forms to:

Anne Surtees
Adults, Wellbeing & Health
Durham County Council
County Hall
Durham
DH1 5UG

Tel: 0191 3833274 Fax : 0191 3833796

END OF LIFE CARE

QCF Induction Course

This one-day training will provide an understanding of End of Life care and is an induction programme for 3 QCF units. Candidates who attend this course must complete at least one unit as part of this course. This is **Free** and employers must allow an assessor to observe the learners in their workplace.

Course Dates and venues

9.00am - 4.00pm

Tuesday 3rd May	Morton Park, Darlington
Wednesday 4th May	Chester le Street Civic Centre
Thursday 5th May	Spennymoor Leadership Centre
Monday 9th May	Stanley Education Centre
Tuesday 10th May	Morton Park, Darlington
Tuesday 17th May	Net Park, Sedgefield
Wednesday 18th May	Aycliffe Conference Centre
Tuesday, 24th May	Aycliffe Conference Centre
Wednesday 25th May	Aycliffe Conference Centre
Tuesday 31st May	Morton Park, Darlington



The course is will include the following topics:

Bereavement ~ The dying process ~ Communication ~ Legislation

It will include an end of day assessment and following successful completion candidates will be issued with a certificate. If the candidate does not meet the standards to pass the course they will be offered support to enable them to achieve.

Successful Candidates completing the one day End of Life Care Training course will have the knowledge to map into the knowledge specification for the following QCF units which are identified in the End of Life Learning and Development Pathway.

The Candidates **must** complete one or more of these units:

- Level 2 - Support individuals who are distressed
- Level 3 - Support individuals through bereavement
- Level 3 - Support individuals through the process of dying

FUNDING

Both the one-day training course and completion of NVQ units will be funded by NHS County Durham and Darlington and is therefore **FREE** to employers in County Durham.

However, there will be a charge of £60 for non attendance if your place cannot be reallocated. Full cost recovery for the qualification will be applied if the candidate does not complete the qualification.

Please note refreshments/Lunch will be provided.

IMPORTANT BOOKING INFORMATION

Places on each course are limited.

Confirmation and joining instructions will be sent by email to the Manager at least one week prior to commencement, if you do not receive confirmation please contact the Decha office on 0191 3833274 or e mail anne.surtees@durham.gov.uk. Places will only be allocated and confirmed on receipt of completed booking forms.

BOOKING FORM

To book a place on this course, please complete this booking form and agreement overleaf.

I wish to book a place on the course for *(please write in **BLOCK CAPITALS**):*

Name of Candidate BLOCK CAPITALS	
National Insurance No	
Staff work role	
Workplace name & address	
Workplace Telephone Number (compulsory)	
Manager email address (compulsory)	
NMDS-SC number	
Additional support - please identify i.e dyslexia, etc	

Date / Venue of course applied for:

Manager's Name _____

Signed _____

Date _____

Please continue overleaf