

## 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 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 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

# NHS 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**

Thursday 2nd June	Spennymoor Leadership Centre
Monday 6th June	Aycliffe Conference Centre
Wednesday 8th June	Spennymoor Council Offices
Monday 13th June	Spennymoor Leadership Centre
Tuesday 14th June	Aycliffe Conference Centre
Thursday 16th June	Aycliffe Conference Centre
Tuesday 21st June	County Hall, Durham
Wednesday 22nd June	Stanley Education Centre
Monday 27th June	Spennymoor Leadership Centre
Tuesday 28th June	Chester le Street Civic Centre



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 should then 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**

This course and completion of QCF 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, also the full qualification charge will be applied if candidates fail to complete the award.

***Please note refreshments/lunch will be provided on the training days.***

**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](mailto: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 <b>BLOCK CAPITALS</b>	
National Insurance No	
Staff work role	
Workplace name & address	
Workplace Telephone Number (compulsory)	
Manager email address (compulsory)	
Additional support - please identify i.e dyslexia, etc	

<b>Date / Venue of course applied for:</b>
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**Manager's Name** \_\_\_\_\_

**Signed** \_\_\_\_\_

**Date** \_\_\_\_\_

Please continue overleaf