



## Launch of new Short Course Programme



Craig Rowbotham promoting new short course programme

Decha this month has launched its September 2008 to March 2009 training programme. This training programme is the follow up from a very successful 2008 programme running from April to July.

As an alliance representing our members, decha strives to provide a gateway to quality funded training for the independent and voluntary sector.

Incorporated into this training programme are training courses related to working in various areas of the care sector. We hope that the courses will enable you to develop your skills and help you to provide a high standard of care in your workplace.

The decha team has put a lot of care, attention and time in ensuring we capture as much of your training needs as we possibly can, with the limited funding available.

Decha hopes that along with gaining knowledge, skills and understanding that you thoroughly enjoy the courses on offer and the opportunity to meet the decha members from the social care and health sector

The training programme shows a timetable of short courses which have been commissioned by decha, followed by course outlines.

These are organised by decha and are delivered through various trainers at a wide variety of venues in County Durham. Nominations and bookings for these courses are taken directly through decha. These courses are funded, however, the short course agreement must be strictly adhered to.

Courses are usually arranged for groups of 20 and are delivered as either a full or half day session. Complimentary refreshments and lunch are provided for full day courses and refreshments only during half day courses.

### Courses provided, include:

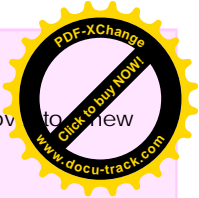
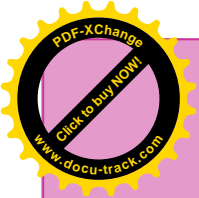
- ◆ Autism Spectrum Disorders
- ◆ Care and Support in Dealing with Death and Dying
- ◆ Caring for People Living with Dementia
- ◆ Catheter Care
- ◆ Diversity in a Care Environment
- ◆ Epilepsy Awareness
- ◆ Essential Drug Administration for Care
- ◆ Managing Challenging Behaviour
- ◆ Mental Capacity Act
- ◆ Nutrition
- ◆ Personal Security for Sole Employees (Level one)
- ◆ Personal Security for Sole Employees (Level two)
- ◆ Risk Management
- ◆ Safeguarding Adults for Managers
- ◆ Safeguarding Vulnerable Adults for Care Workers
- ◆ Understanding Diabetes
- ◆ Working with Older People with a Learning Disability

Craig Rowbotham, Alliance Manager, said: "I am really pleased that decha is able to fund this training programme for its members. Decha is striving to make a positive difference, enriching the lives and quality of life of our members' service users and this programme is a positive step towards this goal."

"Within this programme decha has introduced new criteria to incorporate the new NMDS-SC and TSI funding regulations," he said.

"It is now a condition that the short course programme will only be accessible to members who have completed the National Minimum Data Set for Social Care establishment data and supplied Skills for Care with the unique reference number. Also, members who hold a reference number before the 1<sup>st</sup> April 2008 must fully update their data before accessing the programme."

If you require further information or would like a copy of the training programme please contact Gemma Cook on 0191 383 3274 or alternatively access it from the decha website on [www.decha.org.uk](http://www.decha.org.uk)



## Launch of e-learning programme

This month decha has launched its new e-learning programme since it moved over to a new system in August.

Decha's e-learning programme has been developed to offer members over one hundred course titles in Health and Safety, Business Essentials, Social Care and Health and Desktop Application topics.

The new e-learning system will be accessible via the decha website ([www.decha.org.uk](http://www.decha.org.uk)) to make it easier for our members to navigate to the system. Once you have registered for e-learning, decha will issue you with a username and password in order for you to gain access to the system.

e-learning has numerous benefits, which include:

**Flexibility** – courses can be completed at work or a home, anywhere you have access to a computer and the internet.

**Wide range of subjects** – the programme contains titles ranging from health and safety at work to writing job descriptions and interviewing candidates.

**Interactive** - all courses use varied teaching methods to keep participants engaged and motivated.

Gemma Cook, e-learning administrator, said: "Once you have registered you will then be free to complete the course when and where is convenient to you. Also courses can be paused then resumed at any point meaning the learning is very flexible around your other commitments."

Craig Rowbotham, alliance manager, said: "This method is a very flexible approach to work based learning. It is there for members of staff who might struggle to leave the workplace to attend training courses. This is an excellent method to brush up on a certain topic or to gain some more in-depth knowledge."

"Also there has been many new modules that have come on-line, including meeting the needs of carers, dementia awareness and epilepsy awareness. We have also included a multitude of desktop application modules to provide you with those specific IT skills," he said.

If you require further information or would like a copy of the e-learning programme please contact Gemma Cook on 0191 383 3274 or alternatively access it from the decha website on [www.decha.org.uk](http://www.decha.org.uk)

## Skills for Care New Types of Worker / Working (NToW) Mapping Exercise and Report

Karen Winspear, of Skills for Care, is 'mapping' new roles and new types or ways of working in the health and social care sector. To date, the work has revealed a range of nearly 60 different projects across the region, including a project where Macmillan Cancer Care and Citizens Advice Bureau (CAB) have joined forces to create a new Advisor post, providing support for cancer patients, carers and families of those with terminal illness.

Karen's report identifies best practice and will be used by Skills for Care to find out what support, training and qualifications will be needed. A copy of the report will be available from [www.newtypesofworker.co.uk/pages/useful-documents](http://www.newtypesofworker.co.uk/pages/useful-documents). There will also be a publicly accessible database to share information and learning.

There are two examples from the Durham area:

**Durham County Care Project:** Working in a person-centred way with people with learning disabilities, moving from centre-based services to local community based services.

**DECHA Medication Training Programme:** Strategy for the safe handling of medicines for employees in residential and domiciliary care organisations.

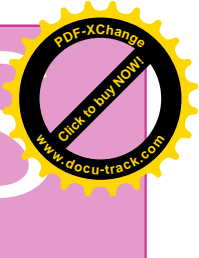
Karen will continue to map activity and expand the regional database of findings to try and build a more comprehensive picture for the North East region. She is looking for examples from the Durham / DECHA membership area.

Has your organisation made, planned or identified the need for any changes to the way services are organised or to any job roles? If so, Karen would like to hear from you.

Contact details:

Email: [Karen.Winspear@skillsforcare.org.uk](mailto:Karen.Winspear@skillsforcare.org.uk)

Mobile: 07811 393012



## New member of the decha team-championing NMDS-SC

Jackie Eager is the newest member of the DECHA team and brings a multitude of experience with her.

As the Assistant Development Officer she will be supporting Craig Rowbotham (Alliance Manager) in providing up-to-date information, advice, support and guidance on training and development opportunities available to DECHA members. She has a long history of encouraging life long learning and identifying and sourcing staff development.

She will be taking responsibility for assisting members to complete and update their establishment data for the National Minimum Data Set – Social Care, in order to ensure eligibility for TSI funding and encouraging employers who are not currently members to join the alliance.

Jackie has a background in pathology and is qualified in bio-chemistry. She briefly worked at the regional analyst department at County Hall and then joined Newcastle Polytechnic as a support technician in bio-medical sciences and worked up to assistant director of learning resources.

In the past three years Jackie has taken time away from work to support her daughter's return to work by helping to look after her 4 year old granddaughter.

Also Jackie will be supporting the changes in criteria for Training Strategy Implementation (TSI) funding and how this will support the achievement of the National Minimum Standards in Social Care. As identified in the July Newsletter, it is now a condition of TSI that funding will only be released to those members who have completed the NMDS-SC establishment data. In addition, members who hold a NMDS-SC reference number must fully update their establishment data each year before funding is released.

Submitting this data via the internet is quick and easy, and any updates are immediately recorded, at [www.nmds-sc-online.org.uk](http://www.nmds-sc-online.org.uk) . If you do not have, or have lost your username and password you can obtain it from the Helpdesk on 0845 873 0129.

Jackie said: "I will be happy to visit members who wish to have help with the online system in their workplace, or, indeed, simply to discuss the benefits and opportunities available after registration of establishment data."

"In order to facilitate this, I will examine the database and contact the members who have not yet updated their data for 2008-2009."

"In the future, I plan to offer a date when a drop-in facility will be available to allow members to use the online system to register or update their establishment data and to offer support and advice throughout the day to anyone requiring assistance."

"Any members (or potential members) who would like me to visit them in the workplace, either for support in NMDS-SC online data completion, or merely to meet me and discuss current developments, can contact me directly on 0191 3835582. Alternately, I look forward to meeting you at the AGM on October 8<sup>th</sup> 2008."



The Deprivation of Liberty Safeguards will be implemented on 1<sup>st</sup> April 2009, and will become part of the Mental Capacity Act (2005). These safeguards will prevent arbitrary decisions depriving a person of their liberty, and will also give rights of review and appeal. This legislation will impose new statutory duties on Local Authorities and Primary Care Trusts, and on Hospitals (including private and independent), and Care homes whether placed under public or private arrangements. Whenever a hospital or care home (Managing Authority), identifies that a person who lacks capacity is being, or risks being, deprived of their liberty, they will have a duty to apply to the "Supervisory Body" for authorisation of Deprivation of Liberty. Where a person is in a care home the Supervisory Body will be the relevant Local Authority. Where the person is in a hospital, this will be the relevant Primary Care Trust. Pat Stewart, Project Manager, said: "This is a really significant piece of legislation which will close a legal gap, and will ensure that the human rights of all citizens, including those who lack capacity to make major decisions about their lives, are protected".

## Get Involved !

You may have heard about the upcoming Care Ambassador events from the recent Care Ambassador newsletter, however if you would like more information and how to get involved in:

\*Care Ambassador Forums 19th September & 17th October

\*North East Skills careers fair 30th September & 1st October

contact Skills for Care North East by e-mailing [northeast@skillsforcare.org.uk](mailto:northeast@skillsforcare.org.uk) or call 01642 345681.

## Infection control event

Following further demand for the successful Infection Prevention and Control Learning Events for the independent and local authority nursing homes, the North East Strategic Health Authority have agreed to organise a further learning event on the 16th September 2008 at The Wynyard Rooms, Billingham (Samsung Centre).

I hope you will support your staff to attend as we look forward to another great opportunity to hear from local and national speakers and get to grips with national policy and local implementation of HCAI guidance as well as another opportunity to network across organisations.

For further information please contact the Patient Safety Team on 0191 210 6400



# Coming soon...new mental capacity act e-learning package

This online training course on the Mental Capacity Act has been developed in association with the Department of Health and includes Deprivation of Liberty Safeguards. Its purpose is to update anyone with an interest in the mental health sector with the provisions of the Mental Capacity Act (2005). The E-learning course can be used in addition to conventional training on the Mental Capacity Act or as a useful alternative for those who prefer to work at their own pace and at a time and place of their choosing.

### Course units include:

- ◆ Introduction to the Mental Capacity Act
- ◆ Determining Capacity
- ◆ Making Decisions: Providing Care
- ◆ The Code of Practice
- ◆ The MCA in Practice
- ◆ Protection and Supervision.

### Learning Objectives

On completion of this course learners will be able to:

- ◆ describe the five core principles of the Act
- ◆ describe the assessment process for establishing capacity
- ◆ identify the key elements of consultation and engagement when establishing a person's best interests
- ◆ apply the procedures for resolving disputes
- ◆ identify where their organisation needs to modify its policies to include the provisions of the Act
- ◆ Explain the Code of Practice and how it affects working practices.

The Mental Capacity E-Learning programme is provided by



For further information please contact Rachel Tallentire 0191 383 5730

# NMDS will make online AQAAs easier for employers

A new update to the National Minimum Dataset-Social Care (NMDS-SC) will make it easier for employers to fill in their Annual Quality Assurance Assessment (AQAA).

The new NMDS-SC function means employers can download a single page report which CSCI registered care homes, domiciliary care agencies and nursing agencies can use instead of filling in the workforce section of CSCI's impending revised AQAAs which will be shortly coming into use.

The new Online report means employers won't have to provide the same information twice and NMDS-SC Online does all the calculations for the employer.

The report shows the establishment name, CSCI number, staff numbers and hours worked in the seven days prior to completion. There will be different versions of the report for care homes, domiciliary care agencies and nursing agencies available from [www.nmds-sc-online.org.uk](http://www.nmds-sc-online.org.uk).

The report is available for downloading to those employers who are already registered with NMDS-SC and unregistered employers can go to the NMDS-SC website to sign up.

"This new online report developed with CSCI puts the 'Collect Once Use Many Times' principle into action and is a huge leap forward in making it easier for employers to fill in their AQAAs," says Skills for Care CEO Andrea Rowe.

# When are TSI claims due?

The next milestone due dates are as follows:

Milestone 1 is due by the end of September so please submit you claims before this date. Also ensure that you have a NMDS-SC reference number and if you have had one since before 1<sup>st</sup> April 2008 please ensure that you have updated your establishment information before submitting your TSI claim.

Decha are always looking for good news stories and case studies. If you would like to include an article please contact:

Craig Rowbotham  
Decha  
c/o Training and Development  
Adult and Community Services  
Durham County Council  
County Hall  
Durham  
DH1 5UG

Tel: 0191 3835539  
Email: [craig.rowbotham@durham.gov.uk](mailto:craig.rowbotham@durham.gov.uk)





# Skills for Care publishes new training code to help personal budget holders buy training for their staff

Skills for Care have published a new set of four care training codes including one for personal budget holders who want to buy in training for their own staff. The new user-friendly code offers practical advice to micro-employment to help them draw up effective training plans for personal assistants, guidance on how to put the plan into action and how to monitor the progress of personal assistants as they work towards qualification. The three other codes offer practical support to learners, training and development providers and purchasers of training and development.

Codes are available via the Skills for Care website at [www.skillsforcare.org.uk](http://www.skillsforcare.org.uk)