



Mandatory Learning Plan Covid-19 Response For Care Providers

March 2020



Mandatory Learning Plan for Covid-19 Intervention

This is a mandatory learning plan for new staff in the social care sector, employed as a result of the response to COVID-19 action planning. The following learning modules have been put together as a minimum intervention due to the current situation and face to face training being suspended. However please note that all new employees will be expected to complete further training once restrictions are lifted.

Employees will need to work through the modules listed below and once completed sign the document along with their line Manager to confirm they have completed the learning and understood its content.

The full training package will take approximately 7hrs to complete and will require access to a laptop, tablet or desktop computer.

Learning Modules Include:

- Care - The Essentials
- Basic First Aid
- Food Hygiene
- Infection Control
- Safe Handling of Medication
- Safeguarding Children and Adults at Risk
- Moving and Handling of people

In order to register for this learning package please email sc.training@conwy.gov.uk and provide details of your name, email address, place of employment.

Please note, you will only be exempt from a learning module if you have proof of prior learning equal to or above the standard included in this package.

Care - The Essentials

Being a front line care worker is very rewarding but equally may on occasions feel a daunting task which is why it is important to understand some of the essential parts of your role and some of the positive impacts you will have on those that you are supporting.

The key attributes you need to undertake the role are Care, Compassion and Values. You are required to view the following film clips below where you will gain more of an understanding as to the importance of the role you will be undertaking and essential values to assist you undertake this important and rewarding role.

Compassion & Dignity

[Compassion, dignity and respect in health care - YouTube](#) – 4mins 15 sec

[What do compassion, dignity and respect mean to you? - YouTube](#) – 2 min 7sec

[Dignity in Care: Personal Hygiene - YouTube](#) – 14mins 56 sec

Communication, Independence & Pressure Injury Prevention

[Communication Matters - YouTube](#) – 5mins 2 sec

[Personalisation: Promoting independence in care homes - YouTube](#) – 9 mins 2 sec

[Pressure Injury Prevention - YouTube](#) – 3 mins 45 sec

[New video aims to reduce risk of pressure ulcers - YouTube](#) 1 min 54 sec

Basic First Aid

You are required to download the course guide and in this module you will learn Basic First Aid using the British Heart Foundation Heart Start for Communities online resources. You can utilise the resources by either ordering the DVD and resource's or downloading the online materials at [Resources for Heartstart communities](#)

- Watch the videos listed here [Heartstart training videos for communities - BHF](#)
- Follow the course guide to practice the skills shown in the videos.
- Further information can be found at: [Heartstart - CPR training courses communities - British Heart Foundation](#)

Food Hygiene

The Food Hygiene Module is an online learning resource produced by AC Education

Learning Outcomes

- Understanding the importance of food hygiene
- Understand the contamination hazards and control
- Understand the concept of nutrition and healthy eating
- Understand the processes for complaints and compliments

Takes approx. 1 hour to complete

Once you have completed this course, please save and print or email your certificate to your Line Manager.

Infection Control

The Infection Control Module is an online learning resource produced by AC Education

Learning Outcomes

- Understand infection, modes of transmission and implications to the healthcare setting
- Understand the general principles of infection control
- Understand personal healthcare and hygiene procedures
- Know the legislation affecting infection control

Takes approx. 1 hour to complete

Once you have completed this course, please save and print or email your certificate to your Line Manager.

Safe Handling of Medication

The Safe Handling of Medication Module is an online learning resource produced by AC Education

Learning Outcomes

- Understand medication, including the different types and classification
- Understand procedures for the supply, storage and disposal of medication
- Understand the process of administering medication

Takes Approx. 1 hour to complete

Once you have completed this course, please save and print or email your certificate to your Line Manager

Safeguarding Children & Adults at Risk

Upon request the Mandatory Safeguarding Information PDF document will be emailed to you. The Manager of the setting is required to go through the PDF and ensure you understand your obligations and workplace reporting policies and pathways in relation to:

- Safeguarding Children and Adults at Risk
- Violence against women, domestic abuse and sexual violence
- Modern Slavery

Moving and Handling of People

The Moving and Handling of People Module is an online resource produced by High Speed Training.

Course Includes:

Module	Description
Introduction to Moving, Handling and the Law	Why training is important, moving and handling activities, potential injuries, legislation and employer and employee responsibilities.
Risk Assessment	Generic assessments, individual assessments, identifying the hazards, deciding who may be harmed, personalising the risk assessment, controlling the risks and recording and reviewing the assessment.
Using Equipment Safely	PUWER and LOLER, staff competency, types of equipment, hoist safety, sling safety, EPB safety, wheelchair safety and walking aid safety.
Best Practice for Moving and Handling	Preparing to move someone, TILEO, good handling techniques, poor handling techniques and assisting people without equipment.

Guidance on COVID 19

There is service specific guidance from [Public Health](#) about the controls for COVID – 19 when working with individuals suspected of being infected with the infection. Please take the time to read through this by clicking on the link above.

Guidance will also be emailed to you with this package around putting on and removing PPE.

Mandatory Learning Plan Completion

Employee name: _____

MODULE	DATE MODULE IS COMPLETED
Care - The Essentials	
Basic First Aid	
Food Hygiene	
Infection Control	
Safe Handling of Medication	
Safeguarding Children and Adults at Risk	
Moving and Handling of people	
COVID-19 Guidance	

I certify that I have completed the above learning modules and understand the principles and practices outlined.

Employee signed: _____ Date: _____

Manager signed: _____ Date: _____

