

## Induction / Statutory / Mandatory:

- Adult Protection
- Business Continuity Management
- Carers: Understanding and Supporting the Carer
- Carers: Working in Partnership with Carers
- Child Protection
- Data Protection and Confidentiality
- Equality and Diversity: Age
- Equality and Diversity: Disability Equality
- Equality and Diversity: Learning Disabilities
- Equality and Diversity: LGBT
- Equality and Diversity: Overview
- Finance
- Fire Equipment
- Fire Prevention
- Fire Safety - What is Fire?
- Food Hygiene: Food Contamination
- Food Hygiene: Legal Requirements, Food Poisoning and Bacteria
- Food Hygiene: Preventing Food Poisoning
- Health & Safety: Hazards and Risks
- Health & Safety: Health & Safety Law
- Health & Safety: Incidents
- Health & Safety: Structure and Purpose
- Infection Control: Decontamination
- Infection Control: Hand Hygiene
- Infection Control: Segregation of Waste and Linen
- Infection Control: Standard Precautions
- Infection Control: Structure and Background
- IT Security
- Management of Aggression: Core Skills
- Manual Handling (NPH) - Anatomy
- Manual Handling (NPH) - Cause of Injury
- Manual Handling (NPH) - Efficient Movement
- Manual Handling (NPH) - Ergonomics
- Manual Handling (NPH) - Legislation
- Manual Handling (NPH) - Workstation
- Manual Handling (Patient) - Anatomy
- Manual Handling (Patient) - Cause of Injury
- Manual Handling (Patient) - Efficient Movement
- Manual Handling (Patient) - Ergonomics
- Manual Handling (Patient) - Legislation
- Manual Handling (Patient) - Workstation
- Mental Health and Wellbeing
- Risk Management: Your Roles and Responsibilities

## Information Technology:

- An Introduction to Information Technology Applications:
  - Getting Started
  - Using a Computer
  - Using Microsoft Word
  - Using Microsoft Excel
  - Using Microsoft Access
  - The Internet and Communication

## NVQ / SVQ:

- A1 Assessor Unit
- V1 Verifier Unit

## Supervisory Management:

- Assertiveness Management
- Challenging Inappropriate Behaviour
- Customer Care
- Employability Skills
- Good Manufacturing Practice (GMP)
- Health Management
- Learning
- Listening
- Presentation Skills for Science Professionals
- Presenting within your Community
- Report Writing
- Stress Management
- Team Work
- Team Working and Communicating Information
- Thinking and Support Management
- Values, Beliefs and Assumptions
- Work Life Balance