



GWASANAETH DATBLYGU  
GWEITHLU GOFAL CYMDEITHASOL

**CWM TAF**

SOCIAL CARE WORKFORCE  
DEVELOPMENT SERVICE

Un sector : un gweithlu • one sector : one workforce

# TRAINING SCHEDULE FOR ADULT DIRECT CARE PROVIDERS

April 2024 -  
September 2024

**Table of Training Courses**

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**Welcome** to this edition of the Cwm Taf Social Care Workforce Development Service schedule of training events for April 2024 – September 2024

**The key features of this programme are:**

- The programme has been produced in this format to enable managers to plan staff release for the courses that may benefit their staff.
- Courses are listed alphabetically.
- There is also a chronological calendar at the end of the schedule to show when all training sessions are taking place in relation to each other.
- You will be able to nominate staff **four months** in advance. However, please note you will only have confirmation of places, 7 weeks in advance..
- The later dates are published at this time for your information only to assist in planning rotas etc.
- This training is available to staff working across the Rhondda Cynon Taf and Merthyr County Borough boundaries unless otherwise specified in the course details
- If there are particular training topics that you would like to see in any subsequent programme, please get in touch with the relevant training officer:
  - Sarah Williams – training for direct care work in residential, nursing, domiciliary and day settings - [Sarah.J.Williams@rctcbc.gov.uk](mailto:Sarah.J.Williams@rctcbc.gov.uk)
  - For moving and handling enquiries and first aid advice please contact Catherine Brown by emailing [Catherine.D.Brown@rctcbc.gov.uk](mailto:Catherine.D.Brown@rctcbc.gov.uk). Please note that Catherine is up to her capacity at the minute with H&S courses and will be unable to assist in training delivery.
  - For Vocational Qualifications, induction or safeguarding enquiries please contact Jillian Davies by emailing [Jillian.Davies@rctcbc.gov.uk](mailto:Jillian.Davies@rctcbc.gov.uk)
- Please note that there is a limit to the amount of Health and Safety training that is allowable under grant conditions, as these topics are an employer's statutory responsibility.
- All the training in the schedule continues to be free of charge.

Most training on offer has now transferred to a digital format.

## Booking process

If you wish to attend any of the courses identified in this programme, please complete the electronic booking form sent with the schedule. Clearly stating which course you wish to attend and on what date. If you would like an email version of the form, or if you have any queries then please contact [Deana.Newport@rctcbc.gov.uk](mailto:Deana.Newport@rctcbc.gov.uk)

Please check the “**Target Audience**” carefully before making any nomination, so that the right people go on the right courses. Some courses are only available to those working in RCT and other courses are only available to those working in Merthyr so it is important to check on the course details prior to nominating individuals.

Many of our courses are extremely popular and tend to get booked up very quickly. Please do not send members of staff who have already attended the same course again, unless it is an ongoing development opportunity.

If you have a new member of staff, please check to see if they have attended courses run by the training and development team with their previous employers.

The booking form must be completed with the details of a **named** member of staff. We can not hold places for unspecified staff. This is because we can not enter the data on to our computer system and reserve the place without this information.

Once completed, please return to [socialcaretraining@rhondda-cynon-taff.gov.uk](mailto:socialcaretraining@rhondda-cynon-taff.gov.uk)

We will need the email address of the participant for them to join the training.

We are working on a new system to ensure that managers are notified of allocated places. If you need to check if staff have been allocated a place, please get in touch with the training team [socialcaretraining@rhondda-cynon-taff.gov.uk](mailto:socialcaretraining@rhondda-cynon-taff.gov.uk)

If a particular course is oversubscribed, the person will be placed on a reserve list.

Five weeks prior to the training confirmation will be sent out to the organisation that has booked the course. It is for managers to pass on this information to their staff prior to the course taking place. The course programme is the final confirmation that places have been secured on the training. If courses are under subscribed at this time period maybe subject to change.

If you have to substitute staff through sickness or absence, please let a member of the admin team know at your earliest convenience.

Please can you ensure that all staff sent on training have been through this booking procedure. Unregistered staff will not be able to attend.

If you have any queries about booking a place, please contact the appropriate training officer.

Cancellations will only be accepted 7 days prior to the training date. Cancellations received after this time are counted as non-attendance. This is because the training department need enough time to re-advertise the training place to ensure that resources are used to best effect and to make sure that the training place is not wasted.

*Mae'r ddogfen hon ar gael yn Gymraeg / This document is also available in Welsh*



## **Cwm Taf Social Care Workforce Development Programme Eligibility Criteria for accessing courses 2024-25**

*(Excluding safeguarding training courses)*

For the majority of courses on offer, priority will be given to contracted and in house social care providers working within RCT and Merthyr County boroughs. The service must be contracted via either RCT or MT Social Services Department. These courses can be accessed on an equal basis regardless of whether the service is provided by the local authority, independent or 3<sup>rd</sup> sector. To access, the staff member's work location must be chiefly within the Cwm Taf geographical boundary. The training team takes instruction to add new providers to our distribution list from colleagues in RCT or MT purchasing and commissioning teams or from colleagues in 4Cs (in respect of regulated children's settings).

The exception to this rule is any training that is covered by health and safety legislation (see appendix for what this covers). Ensuring a robust health and safety culture is an employer's responsibility that cannot be delegated. Hence there are specific exclusions within SCW's circular guidance that accompanies the grant that prohibits use of the funding in this way.

The main responsibility to train staff stays with an employer and the SCWDP fund is intended as a significant supplement to their own funds.

It is a WG condition that local authorities have to find resources to match fund the SCWDP grant. This ratio is 70% grant to 30% employer's own funds. It is expected that all organisations make similar contributions to their own training budgets. Neither the grant nor the match funding can be used for Health and Safety training.

When demand from social services has been met, the training team can consider applications from other related services including health; education; probation; police; early years settings. Distribution will be as equitable as possible for all services.

Finally, any spare capacity will be given to any other service requesting access - examples of which could be leisure, housing association, communities first, wider community groups, etc

NB - if there is a question of where a service/agency fits in terms of priority then a decision will be reached by the relevant training officer and/or workforce development manager prior to confirming.

Five important factors are considered by training officers when making allocations to partner agencies in respect of scarce resources.

1. Does the organisation have staff whose employment is based within the RCT / MT geographical area?
2. Is there a contract in place to deliver services on behalf of RCT / MT Social Services? Have we had an instruction from them to add the organisation to our distribution list?
3. Does the nominated member of staff have a job role requiring these skills?
4. Is the training relating to statutory Health and Safety obligations? (It is an employer's responsibility to ensure their staff have the requisite skills to undertake their jobs – Only 10% of SCWDP grant can be used for this sort of training)
5. If the organisation is based out of county: Has the manager approached the local SCWDP in respect of this training?

*Mae'r ddogfen hon ar gael yn Gymraeg / This document is also available in Welsh*

Safeguarding Training – These restrictions do not apply to safeguarding training. Please contact your local safeguarding training officer to see if there is capacity to assist.

Appendix: Terms and conditions of the SCWWDP grant

The remit letter from Social Care Wales (2024-25) states:

1. The primary responsibility for effective training, development and qualification provision for the social care workforce remains with employers. The SCWWDP grant is intended to provide a significant supplement to the resources provided by employers. (point A.4 page 1)
2. “Local Authorities are, as a minimum, required to 30% match fund the grant, an indication of allocations are indicated in Annex 2. Regions can adapt the way the 30% allocation is resourced, but 30% is a minimum contribution in order to secure the grant.” (point A.8)
  - only 10% of the SCWWDP grant can be used to support training that is solely used to comply with health and safety legislation, as these are the responsibility of the employer. This does not include training completed as part of broader training (i.e. as part of a qualification) (point A. 27). This legislation includes the:
    - Management of Health and Safety at Work Regulations 1999
    - Manual Handling Operations Regulations 1992
    - Control of Substances Hazardous to Health Regulations
    - Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995 (RIDDOR)
    - Lifting Operations and Lifting Equipment Regulations 1998
    - Provision and Use of Work Equipment Regulations 1998
    - Personal Protective Equipment at Work 1992
    - Health and Safety at Work etc. Act 1974
    - Food Safety Act 1990.

The grant is subject to an annual audit and we are asked to declare what percentage of the grant has been used on H&S training.

## Other training opportunities

As well as the opportunities listed in this brochure, you may be interested to know about other partner organisations that may provide support. Please note there may be a cost to attend this training.

<b>Interlink</b>	<b>Voluntary Action Merthyr Tydfil</b>
<b>Glenview house</b>	<b>Voluntary Action Centre</b>
<b>Courthouse Street</b>	<b>89-90 High Street</b>
<b>Pontypridd</b>	<b>Pontmorlais</b>
<b>CF37 1JY</b>	<b>Merthyr Tydfil</b>
	<b>CF47 8UF</b>
<b>(01443) 846200</b>	<b>01685 353900</b>
<a href="http://www.interlinkrct.org.uk/training/">http://www.interlinkrct.org.uk/training/</a>	<a href="https://vamt.net/en/services/training/">https://vamt.net/en/services/training/</a>

If you would like to access any of these training courses, please contact Interlink and VAMT directly on the telephone numbers listed above.

## **Accessibility Issues**

When you are applying for courses put on through the Cwm Taf training and Development Team, please can you make sure that any digital accessibility needs are highlighted to us, and we will try our best to accommodate them (hearing, sight etc).

### **When making your bookings, please notify us if you have staff who:**

- Are wheelchair users
- Have mobility problems
- Have hearing or sight impairments
- Have literacy and numeracy issues
- Have conditions which may be affected / aggravated by the learning environment (e.g. epilepsy)
- Have issues relating to recent surgery or injury (e.g. back problems)
- Have other learning needs which might affect their ability to participate fully

It is important to notify the social care training business admin team at the booking stage, so that information can be shared with trainers and the sessions tailored to meet the needs of learners.

## **Welsh language**

If you would like any advice and support about how to develop Welsh language skills within your workforce, please contact Sarah Williams in the first instance. She can then put you in touch with our in house Welsh language officer/colleagues in RCT and Merthyr Tydfil.





## **Attending training on a virtual platform.**

- Please join using the link sent via email by the course administrator.
- You may have been sent pre-course materials, please read these documents to prepare for the session.
- Make sure that you join us using a functioning electronic device such as laptop or PC and familiarise yourself with the training platform prior to the event.
- Make sure that your camera is on throughout the session and place your microphone on mute, unless requested otherwise (such as during group sessions). This ensures there are fewer distracting background noises for all participants.
- The trainer will outline any other general housekeeping rules around virtual etiquette, at the beginning of the session.
- The trainer will explain how introductions will be made either verbally or via the 'chat' facility.
- Please 'join in', active participation is vital to a successful learning experience.
- Use the chat function to pose any questions to the trainer, these will be addressed at various points during the event at the trainer's discretion.
- Electronic certificates will be e-mailed to participants on receipt of a completed evaluation, which will be sent to those who have attended and participated in the session.

Topic	Trainer	Duration
Assisted Eating (Older People's Services)  Helping people with a cognitive impairment to have good nutrition and support.	Vicky Collins / Neen Cleverley/Grainne Kavanagh (CTUHB - Speech Therapy)	9:30 a.m. – 11:15 a.m.

Please note: A care worker's attendance at this course can be used as evidence of continuous professional development for registration with Social Care Wales.

**Target audience:** Older people direct care staff in adult social care settings (*including staff whose job role includes making up medicines, preparing thickening products and food*) who are supporting people with a cognitive impairment to eat and swallow.

***(This course is not suitable for learning disability providers – Contact Ceri Watts for opportunities relating to learning disability)***

- Identifying the signs and symptoms of swallowing difficulties and the impact on the individual
- Understanding the importance of textures of food and drink.
- Dignity and respect when assisting a person to eat
- Practical tips to support an individual when eating and drinking
- The importance of following recommendations

Date	Venue	Closing Date
17-Apr-24	Hawthorn Leisure Centre	28/02/2024
26-Jun-24	Orbit Business Centre	08/05/2024
11-Sep-24	Ty Elai - Room 2	24/07/2024

**Any queries** in relation to the course content please email:  
[sarah.j.williams@rctcbc.gov.uk](mailto:sarah.j.williams@rctcbc.gov.uk) / [deana.newport@rctcbc.gov.uk](mailto:deana.newport@rctcbc.gov.uk)  
 Nominations to be sent to: [Emrys.jones2@rctcbc.gov.uk](mailto:Emrys.jones2@rctcbc.gov.uk)

Topic	Facilitator	Duration
Bereavement and Loss	Hospice of the Valley	9:30 – 1:30

Please note: A care worker's attendance at this course can be used as evidence of continuous professional development for registration with Social Care Wales.

The bereavement awareness sessions are an opportunity to:

- Improve or confirm knowledge
- Develop skills
- Reflect on attitude and values, regarding bereavement, loss and grief
- Improve confidence and competence regarding grief and bereavement support

Please note: this session can be emotional, and staff may benefit from support after they have attended.

Dates	Venue	Closing Date for Nominations
27/09/2024	Hawthorn Leisure Centre	09/08/2024

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<b>Topic</b>	<b>Trainer</b>	<b>Duration</b>
Bladder and Bowel Health Training	Clinical Nurse Specialists- Bladder & Bowel Team	9:30 a.m. – 12:30 p.m.

Please note: A care worker's attendance at this course can be used as evidence of continuous professional development for registration with Social Care Wales.

**Target Audience:** Staff who provide care and support to older people

**Aim:**

To update the Home care team with current best practice in caring for individuals with bladder & bowel dysfunction alongside the use and care of urinary appliances and devises.

**Objectives:**

By the end of the session participants will have an understanding of:

- the factors which affect continence
- types & causes of incontinence
- normal bladder function
- aids & appliances
- attitudes to continence & supporting patient dignity
- Recording/documentation of bladder/bowel function

<b>Date</b>	<b>Venue</b>	<b>Closing Date</b>
18/04/2024	Ty Elai - Room 2	29/02/2024
05/09/2024	Hawthorn Leisure Centre	18/07/2024

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<b>Topic</b>	<b>Trainer</b>	<b>Duration</b>
Dementia Care in Care Homes for Older Persons	Tony Waters	9:30 a.m. – 3:30 p.m. <i>(please arrive at least 15 minutes prior to this time to allow for refreshments and registration)</i>

Please note: A care worker's attendance at this course can be used as evidence of continuous professional development for registration with Social Care Wales.

**Target Audience:** Direct care staff working across adult social care settings.

By the end of the workshop attendees should be able to:

- Understand what the word 'dementia' means
- Have knowledge of different types of dementia and the differences between their symptoms and causes
- Take part in an exercise to experience the nature of frustration
- Appreciate that feelings matter most
- Acknowledge that all behaviour has meaning
- Consider distressed reactions and explore what lies behind them
- Explore the 5 principles of psychological need as identified by Tom Kitwood

<b>Date</b>	<b>Venue</b>	<b>Closing Date</b>
09/04/2024	Orbit Business Centre	20/02/2024
14/05/2024	Ty Elai - Room 2	26/03/2024
04/06/2024	Hawthorn Leisure Centre	16/04/2024

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<b>Topic</b>	<b>Trainer</b>	<b>Duration</b>
Diabetes Awareness	Ceri Jones, Cwm Taf Health Board	9:30 a.m.– 12:30 p.m.

Please note: A care worker's attendance at this course can be used as evidence of continuous professional development for registration with Social Care Wales.

**Target Audience:** Direct care staff in adult social care settings

### **Aims and Objectives**

By the end of the session participants will:

- State the differing types of Diabetes.
- To state common difficulties living with Diabetes.
- To state common treatments for Diabetes.
- To state basic dietary requirements for persons with Diabetes.

<b>Date</b>	<b>Venue</b>	<b>Closing Date</b>
18-Apr-24	Hawthorn Leisure Centre	29/02/2024
23-May-24	Orbit Business Centre	04/04/2024
20-Jun-24	Ty Elai - Room 2	02/05/2024
18-Jul-24	Hawthorn Leisure Centre	30/05/2024
19-Sep-24	Hawthorn Leisure Centre	01/08/2024

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<b>Topic</b>	<b>Trainer</b>	<b>Duration</b>
Deprivation of Liberty Safeguards - an update for Care Home Managers and Team Leaders	Roger Laidlaw / Melanie Evans	9:30 a.m. - 1:00 p.m.
<b>Target Audience:</b> Registered Care Home Managers, Deputy Managers, Unit Leaders and Senior Carers		
<p><b>Aim of session:</b> To inform staff in residential and nursing homes about current practice requirements in relation to the Mental Capacity Act and Deprivation of Liberty Safeguards to enable practice and recording which are compliant with contracting and inspection standards.</p> <p><b>Objectives</b> By the end of the session participants will:</p> <ul style="list-style-type: none"> <li>• have been reminded of basic concepts under the Mental Capacity Act, including the assessment of decision making ability, the provision of support and care 'in the person's best interest' and the 'least restrictive principle'</li> <li>• have had the opportunity to consider the threshold of a deprivation liberty given in the Supreme Court judgment of March 2014 and encouraged to consider 'the acid test' in relation to the support of residents in their own work setting</li> <li>• have been informed about the introduction of new DoLS forms for Wales and given copies of forms and means of access to forms, leaflets and guidance</li> <li>• have been informed about requirements for keeping track of referrals and Authorisations, notification to the Coroner's service for people passing away subject to the Safeguards and local arrangements for reporting homes failing in these requirements to Purchasing and Commissioning and to CSSIW</li> <li>• have been given suggestions about demonstrating effective compliance with standards in practical administration and care planning.</li> </ul>		
<b>Date</b>	<b>Venue</b>	<b>Closing date</b>
24 Apr 2024	Hawthorn Leisure Centre	06/03/2024
19 Jun 2024	Orbit Business Centre	01/05/2024

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<b>Topic</b>	<b>Trainer</b>	<b>Duration</b>
Epilepsy Awareness	Epilepsy Action Cymru	9:30 - 11:30
<b>Target Audience:</b> Direct care staff in residential and home care ( <b><i>this course is <u>not</u> suitable for learning disability providers</i></b> )		
<p>Aims and Objectives of the session – By the end of the session the learners should be able to:</p> <ul style="list-style-type: none"> <li>• Give a definition of epilepsy and a seizure</li> <li>• Explain what causes a seizure</li> <li>• Have an understanding of some of the key statistics around epilepsy</li> <li>• Demonstrate an understanding of the different seizure types and their related symptoms</li> <li>• Explain how to help someone who is having a seizure</li> <li>• Understand the social and societal challenges of living with epilepsy</li> <li>• Be confident in supporting someone living with epilepsy</li> <li>• Know where to look should they need more specific information</li> </ul>		
<b>Date</b>	<b>Venue</b>	<b>Closing date</b>
11-Apr-24	Via Teams	22/02/2024
20-Jun-24	Via Teams	02/05/2024

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 Nominations to be sent to: [Emrys.jones2@rctcbc.gov.uk](mailto:Emrys.jones2@rctcbc.gov.uk)



Topic	Trainer	Duration
Falls Prevention	Falls Team	9:30 - 12:30
Please note: A care worker's attendance at this course can be used as evidence of continuous professional development for registration with Social Care Wales.		
<b>Target Audience:</b> Direct care staff		
Aim <ul style="list-style-type: none"> <li>• Understand what constitutes a fall</li> <li>• Identify main potential risk factors</li> <li>• Overview of implications following a fall</li> <li>• Understand what can be done to prevent / reduce falls risk</li> </ul>		
Date	Venue	Closing date
22-Apr-24	Ty Elai - Room 2	04/03/2024
28-Jun-24	Hawthorn Leisure Centre	10/05/2024
09-Sep-24	Orbit Business Centre	22/07/2024

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<b>Topic</b>	<b>Trainer</b>	<b>Duration</b>
Huntington's Disease	Huntington's Disease Association	9:30 a.m. - 11:00 a.m.

**Target Audience:** all grades of staff working in social care looking after someone who has Huntington's Disease

**Aims and objectives:**

- To be able to explain what Huntington's disease is
- To be able to describe five key symptoms of Huntington's
- To be able to describe three things that a carer can do to support a person with Huntington's more effectively.

<b>Date</b>	<b>Venue</b>	<b>Closing dates</b>
03/06/2024	Via TEAMS	15/04/2024

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 Nominations to be sent to [emrys.jones2@rctcbc.gov.uk](mailto:emrys.jones2@rctcbc.gov.uk)

Topic	Trainer	Duration
Pressure Ulcer Prevention Training	Kirsty Mahoney MSc, RGN Clinical Operational and Procurement Lead, Welsh Wound Innovation Centre	9:30 a.m. - 12:00 p.m.

Please note: A care worker's attendance at this course can be used as evidence of continuous professional development for registration with Social Care Wales.

**Target Audience:** All care staff working within adult social care settings

**Aim of session:**

To enable the learner to identify risk factors for developing a pressure ulcer and to understand how to prevent pressure damage in the at-risk client.

**Objectives**

- To describe the functions of the skin.
- To understand the definition of a pressure ulcer
- To recognise what risk factors contribute to the development of a pressure ulcers
- To identify how pressure damage can be prevented
- To explain the importance of skin inspection and skin care and how it can impact on skin damage and pressure ulceration.
- To be aware of personal limitations if a pressure ulcer develops and how to seek help and guidance.

Date	Venue	Closing date
09-Apr-24	Hawthorn Leisure Centre	20/02/2024
08-May-24	Ty Elai - Room 2	20/03/2024
11-Jun-24	Hawthorn Leisure Centre	23/04/2024
18-Jul-24	Orbit Business Centre	30/05/2024
25-Sep-24	Ty Elai - Room 2	07/08/2024

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 Nominations to be sent to: [Emrys.jones2@rctcbc.gov.uk](mailto:Emrys.jones2@rctcbc.gov.uk)

<b>Topic</b>	<b>Trainer</b>	<b>Duration</b>
Palliative Care	Hospice of the Valley	9:30 a.m.– 4:30 p.m.

Please note: A care worker's attendance at this course can be used as evidence of continuous professional development for registration with Social Care Wales.

**Target Audience:** Residential Homes/Domiciliary.

#### **Aims/objectives**

- To define palliative and end of life care.
- To discuss the needs and care required for palliative patients.
- To give an overview of symptom management.
- How we communicate sensitively.
- To consider the needs of family and self-care.

<b>Date</b>	<b>Venue</b>	<b>Closing Date</b>
17-Apr-24	Orbit Business Centre	28/02/2024
22-May-24	Ty Elai - Room 2	03/04/2024
12-Jun-24	Hawthorn Leisure Centre	24/04/2024
09-Jul-24	Hawthorn Leisure Centre	21/05/2024
13-Sep-24	Ty Elai - Room 2	26/07/2024

**Any queries** in relation to the course content please email:  
[sarah.j.williams@rctcbc.gov.uk](mailto:sarah.j.williams@rctcbc.gov.uk) / [deana.newport@rctcbc.gov.uk](mailto:deana.newport@rctcbc.gov.uk)  
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[socialcaretraining@rctcbc.gov.uk](mailto:socialcaretraining@rctcbc.gov.uk)

<b>Topic</b>	<b>Trainer</b>	<b>Duration</b>
Parkinson's Disease	Sharon Jones, Clinical Nurse Specialist – Parkinson's, Cwm Taf LHB	9:30 a.m. - 12:30 p.m. <i>(please arrive at least 15 minutes prior to this time to allow for refreshments and registration)</i>

**Target Audience:** All levels of care staff.

**Aim:**

This course has been designed to give all levels of staff in care settings an improved understanding of Parkinson's.

**Objectives:**

- To promote and share models of good practice in care
- To discuss the challenges experienced by people with Parkinson's
- To consider approaches to practical challenges (eg mobility, swallowing, communication etc)

<b>Date</b>	<b>Venue</b>	<b>Closing Date</b>
05-Jun-24	Hawthorn Leisure Centre	17/04/2024
11-Sep-24	Orbit Business Centre	24/07/2024

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 Nominations to be sent to [Emrys.jones2@rctcbc.gov.uk](mailto:Emrys.jones2@rctcbc.gov.uk) / [socialcaretraining@rctcbc.gov.uk](mailto:socialcaretraining@rctcbc.gov.uk)

Topic	Facilitator	Duration
Respiratory Conditions Training	Cwm Taf UHB	9:30 – 11:30
Please note: A care worker's attendance at this course can be used as evidence of continuous professional development for registration with Social Care Wales.		
<b>Target Audience:</b> Direct care staff in residential, day and home care		
<p><b>Aim:</b> to have a basic awareness of how respiratory conditions can impact on a service user's life</p> <p><b>Objectives:</b></p> <ul style="list-style-type: none"> <li>• To state differing types of respiratory conditions</li> <li>• To state common treatments for respiratory conditions</li> <li>• To consider person centred approaches to respiratory care that promote privacy and dignity</li> </ul>		
Dates	Venue	Closing Date for Nominations
10-Apr-24	Orbit Business Centre	21/02/2024
04-Sep-24	Hawthorn Leisure Centre	17/07/2024

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[socialcaretraining@rctcbc.gov.uk](mailto:socialcaretraining@rctcbc.gov.uk)

<b>Topic</b>	<b>Trainer</b>	<b>Duration</b>
Understanding Stroke	Tony Waters	9:30 a.m. – 12:30 p.m.

**Target Audience:** Direct care staff working across adult social care settings.

**Aims**

- Know what a stroke is
- Be aware of the common risk factors that contribute to the cause of strokes
- Know what to do if someone has a stroke
- Have a better understanding of the common effects of a stroke on a person
- Have a better understanding of how to support a person's recovery following stroke
- Know how to support life after a stroke
- Know where to access additional advice, support and resources

<b>Date</b>	<b>Venue</b>	<b>Closing Date</b>
24/04/2024	Orbit Business Centre	06/03/2024
15/05/2024	Via TEAMS	27/03/2024
11/06/2024	Ty Elai - Room 2	23/04/2024
24/09/2024	Hawthorn Leisure Centre	06/08/2024

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# Information on E-Learning Packages



**Cwm Taf Social Care Workforce Development Partnership Full List of external E-learning opportunities 2024-25**

<b>Topic</b>	<b>Advised by</b>	<b>When</b>	<b>Cost</b>	<b>Digital link</b>	<b>Extra information</b>
Type 2 Diabetes	Pocket Medic	09-06-23	free	<a href="https://medic.video/w-type2">https://medic.video/w-type2</a>	These resources are primarily designed for people who are coping with their own diagnosed health conditions to further their knowledge. These films can be used as additional information to advice provided by UHB colleagues - Contact Ceri Jones if you need assistance in respect of particular individuals: ceri.jones9@wales.nhs.uk
Understanding <b>Dual Sensory Impairment (DSI)</b> : E-learning course	Social Care Institute of Excellence (SCIE)	07-03-23	£29 per person. Please ask your manager to discuss with Sarah Williams	<a href="https://www.scie.org.uk/e-learning/dual-sensory-impairment-dsi">https://www.scie.org.uk/e-learning/dual-sensory-impairment-dsi</a>	You will need to register for a SCIE learning account before taking part in this course. Please note SCIE covers England – Some of the information regarding regulatory bodies & law may be different (Eg CQC in England, but CIW in Wales, Care Act 2014 in England, SSWBA (Wales) 2014 in Wales). However, broad themes and ideas will be the same.
<b>Infection control</b>	Social Care Institute of Excellence (SCIE)	07-03-23	Free	<a href="https://www.scie.org.uk/e-learning/infection-control">https://www.scie.org.uk/e-learning/infection-control</a>	This H&S course should not be completed in isolation from a care setting’s infection control policy, managerial risk assessment and staff observance of identified control measures. Please note SCIE covers England – Some of the information regarding regulatory bodies & law may be different (Eg CQC in England, but CIW in Wales, Care Act 2014 in England, SSWBA (Wales 2014 in Wales). However, broad guidance in respect of infection control work practices such as handwashing will be the same. Please follow your organisation’s risk assessment about current expected infection control practices re PPE. These may be subject to change, pending WG guidance. Your manager can advise about current expectations.

<b>Topic</b>	<b>Advised by</b>	<b>When</b>	<b>Cost</b>	<b>Digital link</b>	<b>Extra information</b>
<b>Lymphoedema</b>	Pocket Medic	09-06-23	free	<a href="https://pocketmedic.uk/lymph/">https://pocketmedic.uk/lymph/</a>	These resources are primarily designed for people who are coping with their own diagnosed health conditions to further their knowledge. These films can be used as additional information to advice provided by UHB colleagues. Contact Michelle Fishbourne if you need assistance in respect of particular individuals - <Michelle.Fishbourne@wales.nhs.uk>
<b>Medication administration – devised by HEIW</b>	Claire Collins, Cwm Taf pharmacy team	2020 – new link from UHB 10-07-23	Free	<a href="https://www.wcppe.org.uk/product/medicines-administration-training/">https://www.wcppe.org.uk/product/medicines-administration-training/</a>	This H&S course should not be completed in isolation from a care setting’s medication policy, effective shadowing arrangements, competency sign off and supervision. There are 3 HEIW managerial documents attached to this e-learning package that need action, in addition to the e-learning.
<b>Motor Neurone Disease</b>	Melanie Andrews, MNDA	06-03-23	Free	<a href="#">OLCreate: MNDA CWM MND Association's Care Worker's Module (open.edu)</a>	
<b>How to introduce one page profiles into care homes</b>	Helen Sanderson Associates	07-03-23	Free	<a href="#">How to introduce one-page profiles in care homes - HSA Online Learning</a>	You can access this learning via the Helen Sanderson Associates website. The learning is presented via a youtube film.
<b>Urinary Tract Infection</b>	Darrin Powell, CTMUHB Bladder and Bowel Health	19-01-23	Free	<a href="https://rise.articulate.com/share/0UxY6MWK24YIMBOQRe82SOjsC2GaCT71">https://rise.articulate.com/share/0UxY6MWK24YIMBOQRe82SOjsC2GaCT71</a>	

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<b>Topic</b>	<b>Advised by</b>	<b>When</b>	<b>Cost</b>	<b>Digital link</b>	<b>Extra information</b>
<b>Wellbeing and mental health</b>	Pocket Medic	09-06-23	Free	<a href="https://pocketmedic.uk/wellbeing-health/">https://pocketmedic.uk/wellbeing-health/</a>	These resources are primarily designed for people who are coping with their own diagnosed health conditions to further their knowledge. If you need assistance with your mental health, contact your GP or ask your employer about any support that is available in your workplace.
<b>Wound Care (Pressure Ulcer)</b>	Kirsty Mahoney, WWIC	24-01-23	Free	<a href="https://www.nhs.uk/learning-for-healthcare/">Wound Care Education for the Health and Care Workforce - elearning for healthcare (e-lfh.org.uk)</a>	You will need to register for an account to take part in this learning.



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## Social Care Induction, Safeguarding & Social Care Qualifications



Gofal Cymdeithasol **Cymru**  
Social Care **Wales**

## Social Care Induction Programme

The VQ team continue to work with colleagues at Social Care Wales to establish an induction programme for direct care staff who are brand new to working in the social care setting, or staff moving to a new service.

**Aim** – To equip new workers in social care with the knowledge required for undertaking their duties. It is expected that most staff will complete every session in the same programme. This is because many of these sessions are mandatory owing to legislative requirements. However, managers should seek guidance from training team staff if there are any topics that don't seem to be relevant to the job role. All sessions encompass the Social Services and Wellbeing Act (Wales) 2014, and support staff to complete the All-Wales Induction Framework (AWIF) AND THE Core qualification.

**Dementia Care** – In accordance with requirements made by the Older Person's Commissioner, a session relating to dementia care has been developed to train all workers supporting older people.

**Duration** – The framework comprises 7 days of training across a variety of topics. Each session is offered on a standalone basis. We are offering programmes between April 2024 – March 2025. There may be times when additional programmes are added to support service need.

**Target Audience** – This training is primarily aimed at staff working in local authority social care settings. The member of staff doesn't necessarily have to be undertaking a social care role – Gardeners, maintenance staff, domestics and cooks are all encouraged to participate where appropriate.

**Access to partner agencies** – Places are made available to colleagues working in the private and voluntary sectors.

**Accreditation** – The Core and practice qualifications are accredited via City & Guilds

**Roles and Responsibilities** – The planned training sessions will provide the knowledge necessary to undertake a new role in a social care setting. The sessions will support much of the knowledge requirements for the All Wales Induction Framework, and support staff through the level 2 Core qualification. However managers will still need to provide leadership and support relating to team introductions, familiarity with the location, specific fire procedures, risk assessments, supervision of work, observation of practice. etc.

## Social Care Induction 2024/2025

Date starting 11April 2024

Date	Topic	Time	Facilitator	Venue & Comments
11/04/24	Person Centred Practice/ Child centred practice	9:30 – 4:30	VQ Team	Room 1
12/04/24	Complaints	9:30 -10:30	VQ Team	Room 1
	Advocacy	10:30-12:00		
	Introduction to Human Development.	1:30- 4:30		
	legislation and Theory			
15/04/24	Emergency First Aid	9:30 - 4:30	M&H/First Aid Team	Room 1
16/04/24	Childrens Safeguarding L2	9:30 – 12:30	Lyn Prosser	Room 1
	Dementia	1-4:00	Adult Assessor	Room 1
17/04/24	Safeguarding Adults	9:30 - 4:30	VQ TEAM	Room 1
18/04/24	General health and Safety	9:00 – 12:30	M&H/First Aid Team	Room 1
	A&B	1:30 – 3:30		
	VAWDA	3:30-4:30		
				Room 1 Safeguarding support available
19/04/24	Lead IQA support	9:00-12:30	VQ Lead IQA	Room 2
<b>Cheryl Evans to confirm dates</b>	CDF Support@home CDF Residential CDF Learning disabilities	9-30-4;30	M&H/First Aid Team	Room 1

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[Jillian.Davies@rctcbc.gov.uk](mailto:Jillian.Davies@rctcbc.gov.uk) ` Nominations to be sent to: [lyndsey.foley@rctcbc.gov.uk](mailto:lyndsey.foley@rctcbc.gov.uk) / [socialcaretraining@rctcbc.gov.uk](mailto:socialcaretraining@rctcbc.gov.uk)

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## Social Care Induction 2024/2025

Date starting 09 May 2024

Date	Topic	Time	Facilitator	Venue & Comments
09/05/24	Person Centred Practice/ Child centred practice	9:30 – 4:30	VQ Team	Room 1
10/05/24	Complaints	9:30 -10:30	VQ Team	Room 1
	Advocacy	10:30 -12:00		
	Introduction to Human Development.	1:30- 4:30		
	legislation and Theory			
13/05/24	Emergency First Aid	9:30 - 4:30	M&H/First Aid Team	Room 1
14/05/24	Childrens Safeguarding L2	9:30– 12:30	Lyn Prosser	Room 1
	Dementia	1:30-4:00	Adult assessors	
15/05/24	Safeguarding Adults	9:30 - 4:30	VQ TEAM	Room 1
16/05/24	General health and Safety	9:00 – 12:30	M&H/First Aid Team	Room 1
	A&B	1:30 – 3:30		
	VAWDA	3:30-4:30		
				Room 1 Safeguarding support available
17/05/24	Lead IQA support	9:00-12:30	VQ Lead IQA	Room 2
<b>Cheryl Evans to confirm dates</b>	CDF Support@home CDF Residential CDF Learning disabilities	9-30-4;30	M&H/First Aid Team	Room 1

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## Social Care Induction 2024/2025

Date starting 13 June 2024

Date	Topic	Time	Facilitator	Venue & Comments
13/06/24	Person Centred Practice/ Child centred practice	9:30 – 4:30	VQ Team	Room 1
14/06/24	Complaints	9:30 -10:30	VQ Team	Room 1
	Advocacy	10:30 -12:00		
	Introduction to Human Development.	1:30- 4:30		
	legislation and Theory			
17/06/24	Emergency First Aid	9:30 - 4:30	M&H/First Aid Team	Room 1
18/06/24	Childrens Safeguarding L2	9:30– 12:30	Lyn Prosser	Room 1
	Dementia	1:30-4:00	Adult assessors	
19/06/24	Safeguarding Adults	9:30 - 4:30	VQ TEAM	Room 1
20/06/24	General health and Safety	9:00 – 12:30	M&H/First Aid Team	Room 1
	A&B	1:30 – 3:30		
	VAWDA	3:30-4:30		
				Room 1 Safeguarding support available
21/06/24	Lead IQA support	9:00-12:30	VQ Lead IQA	Room 2
<b>Cheryl Evans to confirm dates</b>	CDF Support@home CDF Residential CDF Learning disabilities	9-30-4;30	M&H/First Aid Team	Room 1

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## Social Care Induction 2024/2025

Date starting 11 July 2024

Date	Topic	Time	Facilitator	Venue & Comments
11/07/24	Person Centred Practice/ Child centred practice	9:30 – 4:30	VQ Team	Room 1
12/07/24	Complaints	9:30 -10:30	VQ Team	Room 1
	Advocacy	10:30 -12:00		
	Introduction to Human Development.	1:30- 4:30		
	legislation and Theory			
15/07/24	Emergency First Aid	9:30 - 4:30	M&H/First Aid Team	Room 1
16/07/24	Childrens Safeguarding L2	9:30– 12:30	Lyn Prosser	Room 1
	Dementia	1:30-4:00	Adult assessors	
17/07/24	Safeguarding Adults	9:30 - 4:30	VQ TEAM	Room 1
18/07/24	General health and Safety	9:00 – 12:30	M&H/First Aid Team	Room 1
	A&B	1:30 – 3:30		
	VAWDA	3:30-4:30		
				Room 1 Safeguarding support available
19/07/23	Lead IQA support	9:00-12:30	VQ Lead IQA	Room 2
<b>Cheryl Evans to confirm dates</b>	CDF Support@home CDF Residential CDF Learning disabilities	9-30-4;30	M&H/First Aid Team	Room 1

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## Social Care Induction 2024/2025

Date starting 08 August 2024

Date	Topic	Time	Facilitator	Venue & Comments
08/08/24	Person Centred Practice/ Child centred practice	9:30 – 4:30	VQ Team	Room 1
09/08/24	Complaints	9:30 -10:30	VQ Team	Room 1
	Advocacy	10:30 -12:00		
	Introduction to Human Development.	1:30- 4:30		
	legislation and Theory			
12/08/24	Emergency First Aid	9:30 - 4:30	M&H/First Aid Team	Room 1
13/08/24	Childrens Safeguarding L2	9:30– 12:30	Lyn Prosser	Room 1
	Dementia	1:30-4:00	Adult assessors	
14/08/24	Safeguarding Adults	9:30 - 4:30	VQ TEAM	Room 1
15/08/24	General health and Safety	9:00 – 12:30	M&H/First Aid Team	Room 1
	A&B	1:30 – 3:30		
	VAWDA	3:30-4:30		
16/08/24	Lead IQA support	9:00-12:30	VQ Lead IQA	Room 2
<b>Cheryl Evans to confirm dates</b>	CDF Support@home CDF Residential CDF Learning disabilities	9-30-4;30	M&H/First Aid Team	Room 1

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## Social Care Induction 2024/2025

Date starting 12 September 2024

Date	Topic	Time	Facilitator	Venue & Comments
12/09/24	Person Centred Practice/ Child centred practice	9:30 – 4:30	VQ Team	Room 1
13/09/24	Complaints	9:30 -10:30	VQ Team	Room 1
	Advocacy	10:30 -12:00		
	Introduction to Human Development.	1:30- 4:30		
	legislation and Theory			
16/09/24	Emergency First Aid	9:30 - 4:30	M&H/First Aid Team	Room 1
17/09/24	Childrens Safeguarding L2	9:30– 12:30	Lyn Prosser	Room 1
	Dementia	1:30-4:00	Adult assessors	
18/09/24	Safeguarding Adults	9:30 - 4:30	VQ TEAM	Room 1
19/09/24	General health and Safety	9:00 – 12:30	M&H/First Aid Team	Room 1
	A&B	1:30 – 3:30		
	VAWDA	3:30-4:30		
20/09/24	Lead IQA support	9:00-12:30	VQ Lead IQA	Room 2
<b>Cheryl Evans to confirm dates</b>	CDF Support@home CDF Residential CDF Learning disabilities	9-30-4;30	M&H/First Aid Team	Room 1

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Topic	Trainer	Duration
General Health & Safety A&B	Cwm Taf Manual Handling & First Aid Resource Team	9.30am - 12:30pm 1:00 pm - 16:30pm
Arranged by Jillian Davies		
<p data-bbox="183 405 533 439"><u>General Health &amp; Safety</u></p> <p data-bbox="183 479 256 512"><b><u>Aim:</u></b></p> <p data-bbox="279 512 1374 584">To raise the level of awareness, understanding and importance of health and safety in the workplace.</p> <p data-bbox="183 624 357 658"><b><u>Objectives:</u></b></p> <p data-bbox="279 658 963 694">To provide participants with basic knowledge of:</p> <ul data-bbox="233 734 1390 882" style="list-style-type: none"> <li>• The divisions and their own health and safety responsibilities.</li> <li>• The hazards associated with their workplace and work activities.</li> <li>• The procedures to be adopted in controlling those hazards and minimising the risk.</li> </ul> <p data-bbox="279 922 349 956"><b><u>A&amp;B</u></b></p> <p data-bbox="279 996 352 1030"><b><u>Aim:</u></b></p> <p data-bbox="279 1030 1374 1102">To ensure that candidates are aware of risks involved in the manual handling of inanimate loads.</p> <p data-bbox="279 1102 1347 1173">To advise candidates on the correct methods and techniques to reduce the risks arising from manual handling operations.</p> <p data-bbox="279 1214 453 1247"><b><u>Objectives:</u></b></p> <p data-bbox="279 1247 1016 1283">By the end of the course candidates will be able to:-</p> <ul data-bbox="233 1323 1378 1704" style="list-style-type: none"> <li>• Identify key pieces of legislation relevant to manual handling and its application.</li> <li>• Give a basic definition describing</li> <li>• “What is meant by the term manual handling”</li> <li>• Acknowledge the physical cost of poor load management.</li> <li>• Describe the basic structure of the spine and its function and be able to apply this knowledge during lifting of inanimate loads.</li> <li>• Identify specific manual handling tasks that require a TILE assessment and record/report.</li> <li>• Explain the basic process of a Risk Assessment and how to apply it.</li> </ul>		
Date See induction table	Venue The Annexe, Rock Grounds Office, High Street, Aberdare, CF447AE	
<p data-bbox="384 1854 1305 1890" style="text-align: center;"><b>As advertised above within the Social Induction Programme</b></p> <p data-bbox="312 1890 1378 1962" style="text-align: center;"><b>NB The sessions cannot be booked individually as they are part of an induction programme</b></p>		

<b>Topic</b>	<b>Trainer</b>	<b>Duration</b>
Safeguarding Adults	Safeguarding Training subgroup Paul Aubrey Mandy Lewis Dawn Moulden	9:30am - 16:30pm
Arranged by Jillian Davies		
<p><b><u>Learning Outcomes:</u></b></p> <ul style="list-style-type: none"> <li>• Know own role in relation to safeguarding <u>adults at risk</u> and children/young people from harm, abuse and neglect</li> <li>• Understand how individuals are protected from harm, abuse and neglect</li> <li>• Know how to recognise different types of harm, abuse and neglect</li> <li>• Know the barriers to referrals</li> </ul>		
<b>Date</b> See induction table	<b>Venue</b> The Annexe, Rock Grounds Office, High Street, Aberdare, CF447AE	
<p><b>As advertised above within the Social Induction Programme</b>  <b>NB The sessions cannot be booked individually as they are part of an induction programme</b></p>		

Topic	Trainer	Duration
Childrens Safeguarding Level 2	Lyn Prosser	9:30 a.m. -13:00 p.m.
Arranged by Jillian Davies		
<p><b>Objectives:</b></p> <ul style="list-style-type: none"> <li>• Having completed the course, participants will have:</li> <li>• Developed a basic understanding and recognition of Child Protection and Abuse</li> <li>• Gained knowledge of Child Protection terms</li> <li>• Considered how to report and respond as an individual</li> </ul>		
<p><b>Date</b> See induction table</p>	<p><b>Venue</b> The Annexe, Rock Grounds Office, High Street, Aberdare, CF447AE</p>	
<p style="text-align: center;"><b>As advertised above within the Social Induction Programme</b>  <b>NB The sessions cannot be booked individually as they are part of an induction programme</b></p>		

<b>Topic</b>	<b>Trainer</b>	<b>Duration</b>								
Person Centred Practice	VQ Team	9:30 a.m. - 16:30 p.m.								
Arranged by Jillian Davies										
<table border="1"> <thead> <tr> <th>Learning outcomes</th> <th>Learning outcomes</th> </tr> </thead> <tbody> <tr> <td>Understand the application of person centred practice</td> <td>Understand the application of child centred practice</td> </tr> <tr> <td>Understand the principles of Adult health and social care</td> <td>Understand the principles of children's health and social care</td> </tr> <tr> <td>Understand the context of wellbeing for individuals</td> <td>Understand the context of wellbeing for children</td> </tr> </tbody> </table>			Learning outcomes	Learning outcomes	Understand the application of person centred practice	Understand the application of child centred practice	Understand the principles of Adult health and social care	Understand the principles of children's health and social care	Understand the context of wellbeing for individuals	Understand the context of wellbeing for children
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Understand the application of person centred practice	Understand the application of child centred practice									
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Understand the context of wellbeing for individuals	Understand the context of wellbeing for children									
This session is for both Adult workers and Childrens workers										
<b>Date</b>	<b>Venue</b>									
See induction table	The Annexe, Rock Grounds Office, High Street, Aberdare, CF447AE									
<p style="text-align: center;"><b>As advertised above within the Social Induction Programme</b>  <b>NB The sessions cannot be booked individually as they are part of an induction programme</b></p>										

<b>Topic</b>	<b>Trainer</b>	<b>Duration</b>
Emergency First Aid	Cwm Taf Manual Handling and First Aid Resource Team	9.30am-16:30pm
Arranged by Jillian Davies/Cath Brown		
<p><b><u>Aim:</u></b></p> <p>To ensure that the Cwm Taff social care workforce receive specific training covering a comprehensive range of first aid skills for various different emergencies.</p> <p><b><u>Objectives:</u></b></p> <p>Explain and demonstrate the correct techniques to identify and monitor a breathing but unconscious casualty, by placing said casualty into a recovery position when alone or with a bystander.</p> <p>Explain and demonstrate the correct techniques to administer adult rescue breathing to a casualty who is unconscious and not breathing when alone or with a bystander.</p> <p>Explain and demonstrate the correct techniques to administer cardio pulmonary resuscitation CPR to a casualty who is unconscious, not breathing and has no circulation when you are alone or with a bystander.</p> <p>Demonstrate and practice safe use of AED in a community setting</p> <p>Explain and demonstrate the control of bleeding on a casualty who has a wound to a part of the body when you are on your own or with a bystander.</p> <p>Be able to deal with other common illnesses and injuries including:</p> <ul style="list-style-type: none"> <li>• Angina</li> <li>• Asthma/Hyperventilation</li> <li>• Diabetes</li> <li>• Epilepsy</li> <li>• Lacerations/Fractures</li> </ul> <p>All candidates must attend the full six hours of contact training and be physically able to participate in the practical elements of the course</p> <p>On successful completion of the training receive a basic first aid certificate to confirm competence, on successful completion of the course. This Certificate will be valid for 3 years. However, the Health and Safety Executive highly recommend that all attendees complete a yearly basic skills update. (BSU)</p> <p>RCT policy states that all staff with EFAW, FAW qualification must attend a BSU.</p>		
<b>Date</b>	<b>Venue</b>	
See Induction table	The Annexe, Rock Grounds Office, High Street, Aberdare, CF447AE	
<p><b>As advertised above within the Social Induction Programme</b></p> <p><b>NB The sessions cannot be booked individually as they are part of an induction programme</b></p>		



<b>Topic</b>	<b>Trainer</b>	<b>Duration</b>
CD&F	Cwm Taf Manual Handling and First Aid Resource Team	9.30 am - 16:30pm
Arranged by Jillian Davies/Cath Brown		
<p><b><u>Aims:</u></b></p> <p>To make candidates aware of the risks involved in the manual Handling of clients and advise on safe methods and techniques that can be used to reduce those risks arising from such manual handling operations.</p> <p><b><u>Objectives:</u></b></p> <ul style="list-style-type: none"> <li>• Legislation and regulations involved in Moving and Handling</li> <li>• Theory of Risk assessments and their use in Moving Handling</li> <li>• Principles involved in Moving &amp; Handling of inanimate loads and clients</li> <li>• Principles involved in mobility and transfers of clients</li> <li>• Practical techniques in Manual Handling of clients</li> <li>• Practical techniques in the use of handling equipment including ancillary manual handling equipment Passive Hoists, Active Hoists &amp; Bath Hoists</li> </ul>		
<b>Date</b> See Induction table	<b>Venue</b> The Annexe, Rock Grounds Office, High Street, Aberdare, CF447AE	
<p><b>As advertised above within the Social Induction Programme</b>  <b>Dates will be confirmed when induction starts to meet service needs</b>  <b>NB The sessions cannot be booked individually as they are part of an induction programme</b></p>		

Topic	Trainer	Duration
Dementia Awareness	Paul Aubrey	9:30am – 12.30pm
Arranged by Jillian Davies		
<p><b><u>Aim:</u></b></p> <p>To provide an overview of wellbeing in dementia care. To explore themes from the Older Person’s Commissioner’s report and her subsequent requirements for action. To consider the practical steps that staff teams will need to take in order to comply with the Social Services and Wellbeing (Wales) Act 2014.</p> <p>By the end of the workshop attendees will have explored the following topics:</p> <ul style="list-style-type: none"> <li>• Feedback from the OPC report ‘A place to call home’</li> <li>• 5 principles of SSWBA (Wales) 2014 and how these relate to dementia care</li> <li>• Understand what the word 'dementia' means</li> <li>• Have knowledge of different types of dementia</li> <li>• Signposting to develop understanding about symptoms and causes</li> <li>• Understand that communication and activity must be tailored to meet individual experience and cognitive ability</li> <li>• Take part in an exercise to experience the nature of frustration</li> <li>• Appreciate that feelings matter most</li> <li>• Acknowledge that all behaviour has meaning</li> <li>• Consider ‘distressed reactions’ in dementia care and explore what lies behind them</li> <li>• Explore the 5 principles of psychological need as identified by Tom Kitwood</li> </ul>		
<b>Date</b> See Induction table	<b>Venue</b> The Annexe, Rock Grounds Office, High Street, Aberdare, CF447AE	
<b>As advertised above within the Social Induction Programme</b> <b>NB The sessions cannot be booked individually as they are part of an induction programme</b>		

<b>Topic</b>	<b>Trainer</b>	<b>Duration</b>
Human Development	VQ team	9:30am – 1.00pm
Arranged by Jillian Davies		
<p><b><u>Aim:</u></b></p> <ol style="list-style-type: none"> <li>1. To have an introduction to factors that can affect the health and wellbeing of individuals</li> <li>2. To have an introduction to Erikson’s Model of Human development (1950) entitled “The Eight Stages of Man”</li> <li>3. To have an introduction to Attachment Theory and how it can affect the child and also the adult.</li> <li>4. To have an introduction to A.C.E.S (Adverse Childhood Experiences) and how these impact into adulthood</li> </ol> <p>This is new to the induction programme and is in response to the new All Wales Induction Framework</p>		
<b>Date</b> See Induction table	<b>Venue</b> The Annexe, Rock Grounds Office, High Street, Aberdare, CF447AE	
<p><b>As advertised above within the Social Induction Programme</b>  <b>NB The sessions cannot be booked individually as they are part of an induction programme</b></p>		

<b>Topic</b>	<b>Trainer</b>	<b>Duration</b>
Introduction to Legislation and Theories	VQ Team	1:30 p.m. - 4:30pm
Arranged by Jillian Davies		
<p><b><u>Aim:</u></b></p> <p>To raise participants awareness of the legislation and theories which governs and impacts on Social Care</p> <p><b><u>Objectives:</u></b></p> <ul style="list-style-type: none"> <li>• Examples of specific recent legislation: keeping up to date</li> <li>• Understanding legally “safe practice”</li> <li>• To understand what is a theory or model</li> <li>• To understand how to use theory in everyday practice</li> </ul>		
<b>Date</b> See Induction table	<b>Venue</b> The Annexe, Rock Grounds Office, High Street, Aberdare, CF447AE	
<p><b>As advertised above within the Social Induction Programme</b>  <b>NB The sessions cannot be booked individually as they are part of an induction programme</b></p>		

# Cwm Taf Adult Safeguarding Training

For more information, advice and guidance please visit:  
<http://www.cwmtafsafeguarding.org/adults/cwm-taf-mash/>



Bwrdd Iechyd Prifysgol  
Cwm Taf  
University Health Board



National  
Probation  
Service



Demor Adferiad Cymuned  
Cymru  
Wales  
Community Rehabilitation Company



Topic	Trainer	Duration
Section 126 Enquiries	Jackie Neale	9:30 a.m. - 12:30 p.m.

Arranged by: Jillian Davies

Refreshments available: tea and coffee (*as this is full day course you are advised to take a packed lunch*)

## Section 126

### Aims

- To provide practitioners who may be tasked with carrying a formal Safeguarding investigation under the Wales Safeguarding Procedures with the skills required to gather and evaluate evidence, prepare reports and provide recommendations which inform the multi agency Safeguarding decision making process

At the conclusion of the course participants will be able to demonstrate an understanding of

- scope and purpose of early clarification and confirmation of information
- scope and purpose of initial enquiries
- What information is required to complete Initial enquiries
- scope and purpose of a POVA Non- Criminal Investigation
- how to plan AND conduct Safeguarding Investigations
- the importance of gathering, preserving and non contaminating evidence
- appropriate interview and recording skills
- how to evaluate evidence and prepare report on findings
- the purpose of a final Strategy Meeting / Case Conference and what needs to be achieved

KNOWLEDGE CHECK: Participants must have completed level 2 and have an understanding of the signs symptoms and indicators of abuse

Date	Venue
12 September 2024	Teams

Any queries in relation to the course please email [Jillian.Davies@rctcbc.gov.uk](mailto:Jillian.Davies@rctcbc.gov.uk)  
Nominations to be sent to [Lyndsey.Foley@rctcbc.gov.uk](mailto:Lyndsey.Foley@rctcbc.gov.uk)

**Any queries** in relation to the course content please email: [Jillian.Davies@rctcbc.gov.uk](mailto:Jillian.Davies@rctcbc.gov.uk)  
Nominations to be sent to [Lyndsey.Foley@rctcbc.gov.uk](mailto:Lyndsey.Foley@rctcbc.gov.uk)

<b>Topic</b>	<b>Trainer</b>	<b>Duration</b>
<b>Group B (Previously Level 2) Safeguarding Refresher for DIRECT CARE STAFF</b>	Paul Aubrey. Dawn Moulden Mandy Lewis	9:30 a.m. – 12:30 p.m.  <i>(please arrive at least 15 minutes prior to this time to allow for refreshments and registration)</i>
Arranged by Jillian Davies		
Refreshments available:		
<b>Target Audience:</b> Direct care workers who have previously completed a POVA level 2 or Safeguarding level 2 prior to 2018		
<b>Aim:</b>		
<ul style="list-style-type: none"> <li>• Know own role in relation to safeguarding adults at risk from harm, abuse and neglect</li> <li>• Understand how individuals are protected from harm, abuse and neglect</li> <li>• Know how to recognise different types of harm, abuse and neglect in the work place</li> </ul>		
<b>Date</b>	<b>Venue</b>	
26th September 2024	TBC	

**Any queries** in relation to the course content please email: [Jillian.Davies@rctcbc.gov.uk](mailto:Jillian.Davies@rctcbc.gov.uk)  
**Nominations to be sent to** [Lyndsey.Foley@rctcbc.gov.uk](mailto:Lyndsey.Foley@rctcbc.gov.uk)

Topic	Trainer	Duration
Roles and responsibilities for person centred safeguarding – Level 3	Cwm Taf Safeguarding training Delivery Group	9:30 a.m. – 4:30 p.m. <i>(please arrive at least 15 minutes prior to this time to allow for refreshments and registration)</i>
Arranged by: Jillian Davies		
Refreshments available: <i>This is full day course you are advised to take a packed lunch</i>		
<p><b>Target Audience:</b> This should only be attended by those whose job role is similar to those listed below. This level of training is likely to involve: Adult Care Home Managers and Deputy's; Domiciliary Managers and Deputy's; Police officers, Social Workers, Day Care Officers, Ward Managers, Nursing Sisters, Staff Nurses, Community Nurses, Inspection Staff, Middle Managers, Other appropriate staff who are responsible for responding to reported concerns.</p>		
<p><b>Aims:</b> To equip Provider Managers with the knowledge and skills to deliver services which safeguard adults in line with National guidelines and best practice.</p> <p><b>Learning outcomes:</b></p> <ul style="list-style-type: none"> <li>• Demonstrate an understanding of the role of your organisation in the Safeguarding process</li> <li>▪ Demonstrate an understanding of your own role and responsibilities with regards to the Safeguarding process within your organisation: <ul style="list-style-type: none"> <li>▪ <b>respond appropriately to a Safeguarding alert</b></li> <li>▪ <b>clarify information</b></li> <li>▪ <b>manage immediate risks</b></li> <li>▪ <b>accurately complete an A1 (or PPN for Police officers)</b></li> </ul> </li> <li>• Identify capacity and consent issues relevant to the Safeguarding process</li> <li>• Demonstrate an understanding of your role in gathering information which will assist the decision making process.</li> <li>• Identify what to do and what not to do with regard to preserving evidence</li> <li>• Demonstrate an awareness of the stages of the Safeguarding process and the implications for yourself and / or your agency</li> </ul> <p><b><u>KNOWLEDGE CHECK: Participants must have completed level 2 and have an understanding of the signs symptoms and indicators of abuse</u></b></p>		
<b>Date</b>	<b>Venue</b>	
TBC	<b>TBC</b>	

**Any queries in relation to the course content please email: [Jillian.Davies@rctcbc.gov.uk](mailto:Jillian.Davies@rctcbc.gov.uk)  
Nominations to be sent to [Lyndsey.Foley@rctcbc.gov.uk](mailto:Lyndsey.Foley@rctcbc.gov.uk)**



# Health and Social Care Qualifications:

## Core Qualification; Level 2

This is a knowledge qualification and is designed for individuals who work, or who want to work, in the health and social care sector. This qualification covers the fundamental knowledge of the understanding of the All-Wales Induction framework (AWIF)

The contents cover:

- The principles and values of health and social care
- Health and well being
- Professional Practice as a health and social care worker
- Safeguarding individuals
- Health and safety in health and social care.

The learner will complete 1 Externally assessed Multiple choice test, to meet all the requirements of the Core Qualification.

Health and Social care Practice Qualification Adults and children and young people pathways.

## Level 2&3

- This Qualification is practice based and assesses learners knowledge and practice.
- It is designed for learners in work based learning. The qualification will assess candidates' knowledge and practice through their work.
- This Qualification is required for candidates to work in specific job roles within health and Social care sector, as set out in the Social Care Wales Qualification framework for social care and child Care.
- The learner will be internally assessed through a series of assessment activities e.g. structured tasks, portfolio of evidence, (includes observation of practice) discussions and learning log/journal.
- The ultimate goal of assessment is to provide a valid tool for confirming that a candidate is competent to practice and contribute to enhancing the personal well-being outcomes of individuals and their families/carers.

*Mae'r ddogfen hon ar gael yn Gymraeg / This document is also available in Welsh*

## Level 4 Preparing for Leadership and Management.

This qualification is knowledge-based and designed for candidates who are aspiring managers but are not yet in a leadership and management role within the Health and Social Care sector. It is suitable for the following:

- Candidates who have successfully completed a Level 2 Health and Social Care, or a recognised equivalent
- Candidates who have successfully completed Level 3 Health and Social Care: Practice (Adults), or a recognised equivalent
- Candidates who have successfully completed Level 3 Health and Social Care: Practice (Children and Young People), or a recognised equivalent
- learners who have successfully completed Advanced GCE in Health and Social Care, and Childcare

### Learning Outcomes

- Understand a range of leadership and management concepts, theories and techniques.
- Understand different leadership and management styles and how these influence practice within services
- Understand how to lead person/child-centred approaches in practice.
- Work as effective and independent learners, and as critical and reflective thinkers to make informed judgements which includes using and interpreting data.
- Have an awareness of how to lead, manage and improve service within health and social care.

### Leadership and management of Health and Social Care-Practice level 5

This qualification is practice-based for those with experience in a leadership or management role within the Health and Social Care sector, who meet additional regulatory requirements which apply to some work settings.

Candidates will need to hold the Step up to Management program or the Level 4 Preparing for leadership and management in Health and Social care.

***Any queries in relation to the qualification content please email: Centre Manager [Jillian.Davies@rctcbc.gov.uk](mailto:Jillian.Davies@rctcbc.gov.uk)***

*Mae'r ddogfen hon ar gael yn Gymraeg / This document is also available in Welsh*

**Gwasanaeth Datblygu Gweithlu Gofal Cymdeithasol Cwm Taf  
Ffurflen Gofrestru am Gwrs Hyfforddiant**

**Cwm Taf Social Care Workforce Development Service  
Training Course Registration Form**

<b>Teitl y cwrs / Course Title:</b>	
<b>Dyddiad / Date:</b>	
<b>Lleoliad / Venue:</b>	

<p>Er mwyn sicrhau bod y rheiny sy'n mynd ar gwrs yn cael eu cofnodi'n gywir, mae angen cyfeirnod unigryw arnon ni. Ar gyfer staff CBSR<sup>h</sup>CT, gallwch ddefnyddio'ch cyfeirnod tâl 6 rhif. Ar gyfer asiantaethau eraill, rhowch eich Rhif Yswiriant Gwladol neu ddyddiad geni. Bydd y manylion hyn yn cael eu cadw ar ein cronfa ddata ddiogel, a fyddan nhw ddim yn cael eu rhannu ag asiantaethau eraill, ar wahân i'ch cyflogwr/rheolwr llinell presennol.</p>	<p>In order to ensure that the correct training attendances are recorded against the correct person we require a unique reference. For RCTCBC employed staff, this can be your 6 digit pay number, for other agencies, please enter your NI Number or Date of Birth. These details will be stored on our secure database and not shared with any other agencies, other than you current employer / line manager</p>
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<b>Enw(au) cyntaf/ Forename</b>		<b>Cyfenw / Surname</b>	
<b>Cyngor Bwrdeistref Sirol RCT Rhif Staff / RCT CBC Staff Number:</b>		<b>Rhif Yswiriant Gwladol neu ddyddiad geni / National Insurance Number or DOB</b>	

<b>Teitl y swydd / Job Title</b>	
<b>Cyflogwr / Employer</b> <small>Os ydych chi'n gweithio i Gyngor Bwrdeistref Sirol Rhondda Cynon Taf, noder ym mha adran rydych chi'n gweithio. / If RCTCBC please state which division you are employed in</small>	
<b>Cyfeiriad ar gyfer Gohebiaeth / Address for Correspondence</b>	
<b>E-bost / E-mail:</b>	
<b>Rhif ffôn / Telephone No:</b>	
<b>Gofynion Arbennig / Special Requirements</b>	

<b>Llofnod / Signature</b>	
<b>Llofnod y Rheolwr Llinell / Line Managers Signature</b>	

**Anfonwch yn ôl i / Please return to**

Gwasanaeth Datblygu Gweithlu Gofal Cymdeithasol Cwm Taf /Cwm Taf Social Care Workforce Development Service  
Rock Grounds, High Street, Aberdare, CF44 7AE

Ffon / Tel: 01443 281444  
E-bost / E-mail: [socialcaretraining@rctcbc.gov.uk](mailto:socialcaretraining@rctcbc.gov.uk)

*Mae'r ddogfen hon ar gael yn Gymraeg / This document is also available in Welsh*

## SCWDP Courses by date

Course	Event Start Date	Times	Venue Name	Facilitator	Closing Date
Dementia Care (Face to Face)	09/04/2024	9:30 - 3:30	Orbit Business Centre	Tony Waters	20/02/2024
Pressure Ulcer Prevention Training	09/04/2024	9:30 - 12:30	Hawthorn Leisure Centre	Kirsty Mahoney, WWIC	20/02/2024
Respiratory Conditions Training	10/04/2024	9:30 - 11:30	Orbit Business Centre	Cwm Taf UHB (Claire Griffiths / Carys Wigley / Zoe Lee)	21/02/2024
Epilepsy	11/04/2024	9:30 - 11:30	Via TEAMS	Simon Privett	22/02/2024
Palliative Care	17/04/2024	9:30 - 4:30	Orbit Business Centre	Hospice of the Valley	28/02/2024
Assisted Eating (Older Persons)	17/04/2024	9:30 - 11:15	Hawthorn Leisure Centre	(CTUHB - Speech Therapy)	28/02/2024
Diabetes	18/04/2024	9:30 - 12:30	Hawthorn Leisure Centre	Ceri Jones / Emma Watkins / Victoria Page	29/02/2024
Falls	22/04/2024	9:30 - 12:30	Ty Elai - Room 2	Falls Team	04/03/2024
Understanding Stroke	24/04/2024	9:30 - 12:30	Orbit Business Centre	Helen Waters	06/03/2024
Deprivation of Liberty Safeguards - an update for Care Home Managers and Team Leaders	24/04/2024	9:30 - 1:00	Hawthorn Leisure Centre	Roger Laidlaw /Melanie Evans	06/03/2024
Pressure Ulcer Prevention Training	08/05/2024	9:30 - 12:30	Ty Elai - Room 2	Kirsty Mahoney, WWIC	20/03/2024
Dementia Care (Face to Face)	14/05/2024	9:30 - 3:30	Ty Elai - Room 2	Tony Waters	26/03/2024
Understanding Stroke	15/05/2024	9:30 - 12:30	Via TEAMS	Helen Waters	27/03/2024
Palliative Care	22/05/2024	9:30 - 4:30	Ty Elai - Room 2	Hospice of the Valley	03/04/2024

*Mae'r ddogfen hon ar gael yn Gymraeg / This document is also available in Welsh*

Course	Event Start Date	Times	Venue Name	Facilitator	Closing Date
Diabetes	23/05/2024	9:30 - 12:30	Orbit Business Centre	Ceri Jones / Emma Watkins / Victoria Page	04/04/2024
Huntington's Disease	03/06/2024	9:30 - 11:00	Via TEAMS	John Gregor, Huntington's Disease Association	15/04/2024
Dementia Care (Face to Face)	04/06/2024	9:30 - 3:30	Hawthorn Leisure Centre	Tony Waters	16/04/2024
Parkinsons	05/06/2024	9:30 - 12:30	Hawthorn Leisure Centre	Sharon Jones - Parkinsons	17/04/2024
Understanding Stroke	11/06/2024	9:30 - 12:30	Ty Elai - Room 2	Helen Waters	23/04/2024
Pressure Ulcer Prevention Training	11/06/2024	9:30 - 12:30	Hawthorn Leisure Centre	Kirsty Mahoney, WWIC	23/04/2024
Palliative Care	12/06/2024	9:30 - 4:30	Hawthorn Leisure Centre	Hospice of the Valley	24/04/2024
Deprivation of Liberty Safeguards - an update for Care Home Managers and Team Leaders	19/06/2024	9:30 - 1:00	Orbit Business Centre	Roger Laidlaw /Melanie Evans	01/05/2024
Diabetes	20/06/2024	9:30 - 12:30	Ty Elai - Room 2	Ceri Jones / Emma Watkins / Victoria Page	02/05/2024
Epilepsy	20/06/2024	9:30 - 11:30	Via TEAMS	Simon Privett	02/05/2024
Assisted Eating (Older Persons)	26/06/2024	9:30 - 11:15	Orbit Business Centre	(CTUHB - Speech Therapy)	08/05/2024
Falls	28/06/2024	9:30 - 12:30	Hawthorn Leisure Centre	Falls Team	10/05/2024
Palliative Care	09/07/2024	9:30 - 4:30	Hawthorn Leisure Centre	Hospice of the Valley	21/05/2024

*Mae'r ddogfen hon ar gael yn Gymraeg / This document is also available in Welsh*

Course	Event Start Date	Times	Venue Name	Facilitator	Closing Date
Pressure Ulcer Prevention Training	18/07/2024	9:30 - 12:30	Orbit Business Centre	Kirsty Mahoney, WWIC	30/05/2024
Diabetes	18/07/2024	9:30 - 12:30	Hawthorn Leisure Centre	Ceri Jones / Emma Watkins / Victoria Page	30/05/2024
Respiratory Conditions Training	04/09/2024	9:30 - 11:30	Hawthorn Leisure Centre	Cwm Taf UHB (Claire Griffiths / Carys Wigley / Zoe Lee)	17/07/2024
Falls	09/09/2024	9:30 - 12:30	Orbit Business Centre	Falls Team	22/07/2024
Parkinsons	11/09/2024	9:30 - 12:30	Orbit Business Centre	Sharon Jones - Parkinsons	24/07/2024
Assisted Eating (Older Persons)	11/09/2024	9:30 - 11:15	Ty Elai - Room 2	(CTUHB - Speech Therapy)	24/07/2024
Palliative Care	13/09/2024	9:30 - 4:30	Ty Elai - Room 2	Hospice of the Valley	26/07/2024
Diabetes	19/09/2024	9:30 - 12:30	Hawthorn Leisure Centre	Ceri Jones / Emma Watkins / Victoria Page	01/08/2024
Understanding Stroke	24/09/2024	9:30 - 12:30	Hawthorn Leisure Centre	Helen Waters	06/08/2024
Pressure Ulcer Prevention Training	25/09/2024	9:30 - 12:30	Ty Elai - Room 2	Kirsty Mahoney, WWIC	07/08/2024
Bereavement and Loss	27/09/2024	9:30 - 1:30	Hawthorn Leisure Centre	Hospice of the Valley	09/08/2024

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