

derby **safeguarding**  
**adults** board



**Learning and Development  
Subgroup Course Prospectus**

October 2017 - March 2018



Derby City Council

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**If you need to report a concern about an Adult at Risk you should contact Adult Social Care on 01332 640777 option 6.**

**If you have a Children's safeguarding concern, you should contact Children's Social Care on 01332 641172.**

## Introduction

*Dear colleague,*

Welcome to the 2017 Derby Safeguarding Adults Board Learning and Development Prospectus.

With the implementation of the Care Act in April 2015, safeguarding adults with care and support needs is put on a statutory footing. As a result all staff that work with adults with care and support needs will have to demonstrate that they have the skills and knowledge to respond effectively when they become aware that an adult is either being abused or neglected or at risk of being abused or neglected

Safeguarding is everyone's business and by studying together we can make a positive impact on the lives of adults with care and support needs in Derby. Safeguarding issues occupy an increasing amount of our time as managers, professional staff and those working in the voluntary sector. The increase in the level of Safeguarding activity is partly due to better public and professional awareness achieved through study. I hope you will find the range of study offered through this prospectus to be beneficial and helpful as you develop or maintain the knowledge, understanding, skills, attitudes and competencies required to safeguard adults. The end result will be well informed staff with greater confidence and competence to report and respond to Safeguarding concerns.

The Care Act 2015 introduces new responsibilities for Local Authorities and Safeguarding Adult's Boards. It also has major implications for adult care and support providers, people who use services, carers and advocates. All our training has been revised and refreshed to take account of changes brought about by the Care Act. The Care Act brings about a fundamental change in our approach to Safeguarding with the emphasis now being on ensuring that adults are fully involved in all aspects of practice with the focus on stopping abuse and neglect, helping adults to keep themselves safe and enabling adults to achieve their agreed outcomes in order to maximise their well-being

*Allan Breeton*

**Independent Chair of the Derby Safeguarding Adults Board**

## Safeguarding Competencies

Derby Safeguarding Adults Board has implemented a framework through which staff can evidence that they are competent in Safeguarding Adults, following work that was initially completed by Bournemouth University. In implementing the Competency Framework we have looked to highlight how all the training courses link in with the Framework.

The Framework is based on the idea that certain staff groups need different levels of competency in Safeguarding Adults. Over time each agency will be identifying which staff fit into which group. In the meantime we have highlighted the responsibilities of different staff groups which should enable you to see which training would be of most benefit to your role. With the move to a Competency Framework, training courses are very much the beginning of becoming competent. The key focus is how you take the learning, implement this in practice and then evidence how this has enabled you to become competent in safeguarding an adult at risk adult in need of care and support

**Competence is the combination of skills, knowledge and experience held by an individual.**

<p><b>Staff Group A</b></p> <p>Members of this group have a responsibility to contribute to safeguarding adults, but do not have specific organisational responsibility or statutory authority to intervene.</p>	<p><b>Staff Group B</b></p> <p>This group have considerable professional and organisational responsibility for safeguarding adults. They have to be able to act on concerns and contribute appropriately to local and national policies, legislation and procedures.</p>
<p><b>Including, but not limited to:</b></p> <ul style="list-style-type: none"> <li>Day service staff, domestic ancillary staff, Police officers, personal assistants.</li> <li>All support staff in health and social care settings.</li> </ul>	<p><b>Including, but not limited to:</b></p> <ul style="list-style-type: none"> <li>Community Care Workers?</li> <li>Social workers, nurses</li> <li>Frontline managers, care managers</li> <li>Heads of Nursing</li> <li>Health and Social Care Provider Services</li> </ul>
<p><b>Examples of courses</b></p> <p><i>Safeguarding Alert</i></p> <p><i>Mental Capacity Act Module 1</i></p>	<p><b>Examples of courses</b></p> <p><i>Safeguarding Enquire Module 2</i></p> <p><i>Mental Capacity Act Module 2</i></p>
<p><b>Staff Group C</b></p> <p>This group is responsible for ensuring the management and deliveries of safeguarding adult services are effective and efficient.</p>	<p><b>Staff Group D</b></p> <p>This group is responsible in ensuring their organisation is, at all levels, fully committed to safeguarding adults and have in place the appropriate systems and resources to support this work in an intra and inter agency context.</p>
<p><b>Including, but not limited to:</b></p> <ul style="list-style-type: none"> <li>Operational managers</li> <li>Heads of Assessment and care managers</li> <li>Service Managers</li> </ul>	<p><b>Including, but not limited to:</b></p> <ul style="list-style-type: none"> <li>Heads of Support Services</li> <li>Project Managers</li> <li>Heads of Services</li> </ul>
<p><b>Examples of courses</b></p> <ul style="list-style-type: none"> <li><b>Safeguarding Risk Management</b></li> </ul>	<p><b>Examples of courses</b></p> <ul style="list-style-type: none"> <li><b>Safeguarding Risk Management</b></li> </ul>

All staff will need to follow their internal agency guidelines when requesting to attend the scheduled study courses. All training is provided free of charge and to book a place on any of the courses in this prospectus please access our newly developed Course Booking System

**The online course booking system provides details of all training courses offered by the Derby Safeguarding Adults Board. Use the links below to view and book on to future training courses offered by Derby Safeguarding Board.**

[Safeguarding Adults Training Booking](#)

A majority of our courses are delivered at Kedleston Road Training Centre, Kedleston Road, Derby. Course times run as followed:

- Morning - 9:30 am to 12:30 pm
- Afternoon - 1:30 pm to 4:30 pm

## Staff Groups A, B, C and D Classroom based Training

### Safeguarding Course

The Safeguarding Adults course is now two separate half day courses. Courses are linked to the Care Act 2014 and the Competency Framework for Safeguarding. Staff Group A would benefit from attending Safeguarding Module One, which is an introduction to safeguarding and the term "Safeguarding Duty." The Safeguarding Module Two would be of particular benefit for Staff Group B. Members of this group have a responsibility to contribute to safeguarding adults.

### Safeguarding Alert Module one

Half Day

Is mandatory training and an introduction to the concept of "Safeguarding Duties" and making a Safeguarding alert as professionals who work directly with adults in need of care and support. There is a requirement that professionals have knowledge and understanding of the local safeguarding policy, procedures and legislation that supports Safeguarding Adults

This study is beneficial for anyone who has contact with adults at risk and is supported by case study, discussion and a presentation.

#### **Staff Group A courses are now linked to the following competencies:**

- Understand what safeguarding is and their role in safeguarding adults
- Recognise an adult potentially in need of safeguarding and take action
- Understand the procedure for making a 'Safeguarding Alert'
- Understand dignity and respect when working with individuals
- Have knowledge of policy, procedures and legislation that supports safeguarding adults activity

### Mental Capacity Act

The Mental Capacity Act (MCA) was implemented in 2007 as a piece of legislation to empower and protect adults who require support with making decisions. The Act provides a legal and procedural framework for determining if the relevant person has the capacity to make a specific decision at a particular time. Lasting Powers of Attorney and Advanced Decisions to Refuse Treatment were also introduced.

## Mental Capacity Act - Module One

Half Day

This course is designed as an introduction to the Mental Capacity Act to raise awareness of the various legislative requirements affecting care planning, in particular best interests decision making. The module also introduces delegates to the Court of Protection, Lasting Powers of Attorney and Court Appointed Deputyship and is of benefit to staff from.

### **Mental Capacity Act Module One is linked to the following competencies:**

- Understand dignity and respect when working with individuals
- Have knowledge of policy, procedures and legislation that supports safeguarding adults activity

## Deprivation of Liberty Safeguards

The Deprivation of Liberty Safeguards (DOLS) was introduced in April 2009. The European Court of Human Rights ruled in HL v UK that English and Welsh law did not provide adequate safeguards or due legal process to protect people who lack capacity and who may be deprived of their liberty in hospitals or care homes. The safeguards provide a legal and procedural framework for determining if someone is or will be deprived of their liberty when accommodated to receive care or treatment.

## Deprivation of Liberty - Module One

Half Day

Module one is for all professionals from Health and Social Care agencies. Module one is designed to introduce the concept of Deprivation of Liberty Safeguards and raises awareness of important developments after Cheshire West. The legislation enables professionals to identify and take action in response to potential deprivations of liberty. This module is of benefit to staff from all groups of the Competency Framework.

For more detail information on Cheshire West please use the link below

[Cheshire West](#)

### **Deprivation of Liberty, Module One is linked to the following competencies:**

- Understand dignity and respect when working with individuals
- Have knowledge of policy, procedures and legislation that supports safeguarding adults activity

## **Workshop to Raise Awareness Prevent Training**

**1.5hours**

This course is organised and run by colleagues from the City and Neighborhood Partnership.

Prevent focuses on working with individuals and communities who may be vulnerable to the threat of violent extremism and terrorism. The overall principle of Prevent is to safeguard vulnerable individuals. This half day course will raise awareness of this increasingly important area of work.

**This course is appropriate for staff groups A, B, C and D and is linked to the following competencies:**

- Demonstrate skills and knowledge to contribute effectively to the safeguarding process
- Awareness and application of a range of local and national policy and procedural frameworks when undertaking safeguarding activity
- Understand when to use emergency systems to safeguard adults

## **Coroner Court Room Skills**

**Half Day**

This course is designed to develop staff awareness of coroner court room procedures, court presentation skills and giving evidence under cross-examination, which are all important elements in the judicial decision making process.

**This course is appropriate for staff groups A, B, C and D and is linked to the following competencies:**

- Have knowledge of policy, procedures and legislation that supports Safeguarding Adults activity.
- Awareness and application of a range of local and national policy and procedures

## **Domestic Abuse**

**Half Day**

The briefing is targeted at Derby City Council members of staff who are required to have knowledge of Safeguarding children and adults this staff group have a responsibility to contribute to Safeguarding Adults and Children but do not have specific organisational responsibility.

This half day course provides delegates with good foundation knowledge, skills and awareness of equality, dignity and respect practices when working with others. The study also explores current and recent legislation and will discuss the importance of this area of work, in light of the Winterbourne View enquiry and the Francis Report.

## Staff Group B C & D

### Safeguarding Enquiry - Module Two

Half Day

Module Two will enable delegates to gain a greater understanding of safeguarding issues including the importance of the Safeguarding enquiries which are made or instigated by the Local Authority after receiving a safeguarding referral. Other elements covered are Derbyshire and Derby City Safeguarding Adults Policy and Procedures and the Practice Guidance and its purpose. This course considers the role of the referrer and has been designed to develop skills in identifying and recognising abuse, critical thinking and analysis of information, defensible decision making and the application of the correct procedure for alerting Adult Social Care in relation to instances of abuse or neglect.

#### **Safeguarding Module Two is linked to the following competencies:**

- Understand dignity and respect when working with individuals
- Have knowledge of policy, procedures and legislation that supports safeguarding adults activity

### Mental Capacity Act - Module Two

Half Day

This module is designed as an in-depth study into the Mental Capacity Act, looking at specific areas of legislation and application in safeguarding. The course is supported by case studies and group discussion. The course also introduces the legislative criteria for determining if the relevant person has the capacity to make the specific decision. Derby City Health and Social Care partners complete the Capacity Assessment document to evidence the capacity assessment. When used correctly the document is the authority for the assessor to defend their assessments if challenged in the Court of Protection. This module is designed for Health and Social Care Professionals to identify good practice in assessing capacity and develop skills for the correct completion of Capacity a assessment document.

#### **MCA Module Two is linked to the following competencies:**

- Awareness and application of a range of local and national policy and procedural frameworks when undertaking safeguarding activity
- Ensure service users/carers are supported appropriately to understand issues to maximise their decision making

## **Deprivation of Liberty - Module Two**

**Half Day**

This course is designed to further develop managers and supervisors' knowledge and understanding, specifically developing skills to identify restrictions which may amount to a Deprivation of Liberty and consider procedures for authorisation of a DOLS in a hospital or care home. This would begin with the managing authority completing and then submitting DOLS authorisation forms.

### **Deprivation of Liberty Module Two is linked to the following competencies:**

- Awareness and application of a range of local and national policy and procedural frameworks when undertaking safeguarding activity
- Ensure service users/carers are supported appropriately to understand issues to maximise their decision making
- Maintain accurate, completed and up to date records
- Understand when to use emergency systems to safeguard adults

## **Domestic and Sexual Violence**

**One Day**

The aim of this one day course is to raise awareness of domestic abuse and to enable staff to understand their role and responsibility in relation to adults at risk of domestic abuse and/or sexual violence.

### **This course is appropriate for staff groups B, C and D is linked to the following competencies:**

- Demonstrate skills and knowledge to contribute effectively to the safeguarding process.
- Awareness and application of a range of local and national policy and procedural frameworks when undertaking safeguarding activity
- Understand when to use emergency systems to safeguard adults
- Ensure service users/carers are supported appropriately to understand safeguarding issues to maximize their decision making

## **Forced Marriage of People with Learning Disabilities**

**Half Day**

This is an opportunity for delegates to improve their knowledge and understanding around the subject of forced marriage of people with learning disabilities.

### **This course is appropriate for staff groups B, C and D and is linked to the following competencies:**

- Demonstrate skills and knowledge to contribute effectively to the safeguarding process
- Awareness and application of a range of local and national policy and procedural frameworks when undertaking safeguarding activity
- Understand when to use emergency systems to safeguard adults

### Human Rights

Half Day

This half day course has been designed to raise awareness of human rights and equality, with a focus on the Human Rights Act and its link to safeguarding.

**This course is appropriate for staff groups B, C and D and is linked to the following competencies:**

- Demonstrate skills and knowledge to contribute effectively to the safeguarding process
- Awareness and application of a range of local and national policy and procedural frameworks when undertaking safeguarding activity

### Safeguarding Risk Management

One Day

Risk assessment and risk management are an integral part of safeguarding practice. This half day course has been designed in response to the 'Risk Assessment and Management' practice guidance. This course will enable and support participants to assess risk in a person-centred, holistic and systematic manner.

**This course is appropriate for staff groups B, C and D and is linked to the following competencies:**

- Awareness and application of a range of local and national policy and procedural frameworks when undertaking safeguarding activity
- Ensure service users/carers are supported appropriately to understand safeguarding issues to maximize their decision making

### Safeguarding and Tissue Viability

Half Day

This half day course develops skills around recognising and preventing instances of skin breakdown. The course informs delegates of the link between safeguarding and tissue viability concerns.

**This course is appropriate for staff groups B, C and D and is linked to the**

**following competencies:**

- Demonstrate skills and knowledge to contribute effectively to the safeguarding process
- Awareness and application of a range of local and national policy and procedural frameworks when undertaking safeguarding activity

**Understanding Dignity, Equality & Respect**

**Half Day**

This half day course provides delegates with good foundation knowledge, skills and awareness of equality, dignity and respect practices when working with others. The study also explores current and recent legislation and will discuss the importance of this area of work in light of the Winterbourne View enquiry and the Francis Report.

**This course is appropriate for staff groups B, C and D and is linked to the following competencies:**

- Demonstrate skills and knowledge to contribute effectively to the safeguarding process
- Awareness and application of a range of local and national policy and procedural frameworks when undertaking safeguarding activity

**Modern Slavery**

**One Day**

Slavery is not an issue confined to history or an issue that only exists in certain countries. It is something that is happening today in Derby and Derbyshire. Practitioners have a responsibility to consider issues regarding modern slavery, and incorporate their understanding of these issues into their day to day practise. Staff are well placed to identify and report concerns. Modern slavery has now been named a category of abuse with in The Care Act 2015.

**Following competencies:**

- Modern slavery/human trafficking legislation under the Modern Slavery Act 2015 and Care Act
- Modern slavery strategies, national and local
- The local and national risk, threat and history of Modern Slavery operations
- What Modern Slavery is, who are victims and the reasons why people are enslaved/trafficked
- The Human Trafficking Process
- Identifying victims and the signs that suggest a person may be a victim of

Modern Slavery

- The rights of suspected victims

**For course dates and bookings, please visit the Booking Tool System which can be found in the link below:**

[Safeguarding Adults Training Booking](#)