







e-Learning Mandatory Training Courses



All training can be completed on the Delta e-Learning Platform.


www.delta-learning.com


NB. In order to be enrolled onto the Shared Lives Medicine Awareness and Shared Lives First Aid course on Delta, you will need to ask either your Officer or the Shared Lives Admin Team. You will only be enrolled if you have previously attended a face-to-face course and/or if your certificate is out of date.

Course	To be updated	Details	Link
<p data-bbox="120 906 358 1050">Adult Safeguarding Awareness – Module 1, 2 & 3</p> 	<p data-bbox="412 906 703 1015">Mandatory and must be completed every 3-years</p>	<p data-bbox="730 906 1760 1015">Module 1 includes the law and principles of the Acts, Whistleblowing, Safeguarding Adults board, how to refer, making safeguarding personal and sharing information.</p> <p data-bbox="730 1056 1048 1123">Duration Estimated 90 minutes.</p> <p data-bbox="730 1165 1760 1232">Module 2 includes how to identify abuse and neglect, two stage test, Anna's story and a knowledge quiz.</p> <p data-bbox="730 1273 891 1340">Duration 45 minutes</p> <p data-bbox="730 1382 1680 1420">Module 3 looks at a case conference providing post abuse support,</p>	<p data-bbox="1794 906 2136 1015">https://www.delta-learning.com/course/view.php?id=22</p>

		<p>dignity and quality in care, human rights and the use of restraint, good communication skills and how to record and store evidence.</p> <p>Duration 45 minutes</p>	
<p>Mental Capacity Act 2005</p> 	<p>Mandatory and must be completed every 3-years</p>	<p>This course has been designed to give you a good basis of the Mental Capacity Act 2005 (MCA). It is a prerequisite to all of the face-to-face training so you will need to have completed this course before booking onto any other MCA course.</p> <p>Duration 60 minutes</p>	<p>https://www.delta-learning.com/course/view.php?id=158</p>
<p>GDPR (Data Protection Essentials)</p> 	<p>Mandatory and must be completed every 2-years</p>	<p>This course has been designed to help you gain an understanding on what data protection means, introduce you to the key areas of data protection and how to avoid breaches of personal data.</p> <p>Using some good case studies and user interaction, the module looks at different scenarios and how to deal with a security incident if personal data is breached.</p> <p>Duration 60 minutes</p>	<p>https://www.delta-learning.com/course/view.php?id=658</p>
<p>Introduction to Equality & Diversity</p> 	<p>Mandatory and must be completed every 3-years</p>	<p>This course looks less at the legislation and policies behind Equality and Diversity and more at the behaviours and attitudes we need to show when dealing with people from a variety of backgrounds, in a variety of circumstances.</p> <p>Using some good case studies and user interaction, the module looks at</p>	<p>https://www.delta-learning.com/course/view.php?id=258</p>

		<p>different scenarios, challenges some common assumptions and dissects the way people react to situations within the workplace.</p> <p>Duration 40 minutes</p>	
<p>Prevent: Safeguarding from People Against Extremism and Terrorism</p> 	<p>Mandatory and must be completed every 2-years</p>	<p>This course is designed to help you understand what your duties and responsibilities may be and how to support people at risk of joining extremist groups and carrying out terrorist activities.</p> <p>This course will also enable you to;</p> <ul style="list-style-type: none"> • Understand CONTEST as the government's counter terrorism strategy. • Understand the 4 strands of CONTEST and that Prevent is one of these strands. • Identify how Channel sits within Prevent, together with Channels purpose and process. • Identify factors that can make people vulnerable to radicalisation. 	<p>https://www.delta-learning.com/course/view.php?id=40</p>
<p>Shared Lives Medicine Awareness Interactive</p>  <p>Only to be completed if class- based course has</p>	<p>Mandatory and must be completed every 2-years</p>	<p>This Medicine Awareness e-Learning course looks at the terminology, uses and legal requirements of medicines and drugs. It also covers how to safely administer, handle and store medications.</p> <p>Medicines are available in many different forms and have a variety of functions. If you administer or manage medications on behalf of others, it's vital that you have a clear understanding of your responsibilities and you are aware of the types of products you may encounter.</p> <p>At the end of the course, you will be able to:</p> <ul style="list-style-type: none"> • Recognise the difference between a medicine and a drug 	<p>https://www.delta-learning.com/course/view.php?id=1212</p>

<p>previously been attended.</p>		<ul style="list-style-type: none"> • Identify the positives and negatives of medicines and drugs • State the legal requirements of the Medicines Act and the Misuse of Drugs Act • Explain the different routes of administration • Identify the correct procedures to promote the safe handling of sharps and medication • Store and dispose of medications and drugs correctly • State the record-keeping requirements in respect of medication 	
<p>Shared Lives First Aid</p>  <p>Only to be completed if class based course has previously been attended</p>	<p>Mandatory and must be completed every 3-years</p>	<p>First Aid is essential for the immediate treatments of accidents before help from the emergency services arrive. Taking this First Aid e-learning course could help minimise the severity of an injury or could even mean the difference between life and death.</p> <p>At the end of the course, trainees will:</p> <ul style="list-style-type: none"> • Appreciate the importance of first aid at work • Recognise the legal obligations and minimum provisions with respect to first aid • Identify the correct steps when responding to an accident, incident or injury • Take appropriate action in response to accidents and emergencies at work 	<p>https://www.delta-learning.com/course/view.php?id=1197</p>
<p>Care Certificate Courses</p> <p>NOT MANDATORY</p> <p>(May be completed in conjunction to The</p>	<p>N/A</p>	<p>The Care Certificate courses on Delta are not mandatory and can be completed in conjunction with The Care Certificate (if you have been required to complete this) There are 15 standard as shown below:</p> <ol style="list-style-type: none"> 1. Understand your role 2. Your personal development 3. Duty of care 	<p>www.delta-learning.com</p>

<p>Care Certificate)</p> 		<ol style="list-style-type: none"> 4. Equality & diversity 5. Working in a person centred way 6. Communication 7. Privacy and dignity 8. Fluids and nutrition 9. Awareness of mental health, dementia and learning disability 10. Safeguarding adults 11. Safeguarding children 12. Basic life support 13. Health and safety 14. Handling information 15. Infection prevention and control 	
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Below is a list of some other useful e-Learning courses available on www.delta-learning.com. These courses are **NOT mandatory** but you are welcome to complete any of them **free of charge**. You may search for any of these courses using the search tool on Delta (as shown in the e-Learning guide).

- **General Data Protection Regulations**
- **Dementia Awareness**
- **Fire Safety Essentials**
- **Food Safety Level 1**
- **Infection Control**
- **Understanding Autism V4**
- **Preventing Falls**
- **Risks and Protective Factors: Older peoples mental health**
- **Services for older people with mental health problems**
- **Strokes**
- **Understanding depression in later life**
- **Modern Slavery and Human Trafficking**
- **Domestic Abuse**

- Hate and Mate Crime
 - Introduction to Health and Safety
 - Cyber Crime
 - Cyber Security
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**Please send us any certificates for courses completed so we can update your records.
If you have any questions or feedback, please do not hesitate to contact one of the team via the details below:**

Email: sharedlives@kent.gov.uk

Telephone: 03000 412400