

Sample Training Plan for Care Home Assistant Practitioners (CHAPs)

	Training	Level 3 module	Level 4 module
Pre course Knowledge	Infection prevention and control	J/616/6205	
	Health & Safety		M/616/8200
	Safeguarding, MCA & DoLS	H/616/6444	L/504/8409 R/602/2856
	Manual Handling and People Moving		
	Level 2 NVQ Health and Social Care		
Week 1	Leading communication & understanding competency		
1 study day remainder of week working in setting	Understand communications used in the workplace	A/616/6210	T/616/8196
	Be able to identify and overcome barriers to effective communication	J/616/6212	
	Confidentiality and Data protection		
	Understand role development and personal competence	M/616/6205	T/616/8198
	Reflective practice		
	Self-assessment and developing person development plan		
	Evidence based practice		
Week 2	Team leadership		
1 study day remainder of week working in setting	Working in and leading a team		Y/615/4422
	Establishing a values-based vision within a team		
	Supporting and leading sharing of knowledge and supporting development		
	Problem solving within a team and evaluating effectiveness		
	Managing stress and building resilience		
Week 3	Documentation / record keeping & Basic Life Support		
1 study day remainder of week working in setting	Importance and role of documentation	J/616/6212	A/616/8917
	Produce professional records and support others to do so		
	Using records to make decisions		
	Using legislation in the workplace (H&S, MCA, COSHH, etc)		
	CPR & Defib, Choking rescue / Recovery position		
	Managing head injuries and bleeds		

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Week 4	Safe Handling of Medications		
2 days study, remainder of week working in setting	Legislation and agreed ways of working with medication	D/616/6233	D/616/6233
	Procedures and techniques for administration of medications		
	Common medications and routes of administration		
	IPC and administration of medications		
	MCA and administration of medications		
	Monitoring residents after administration of medication		
	Documentation and record keeping		
	Medication storage, stock control, ordering, receipt and disposal		
	Medication incidents, errors and reporting		K/601/9199;
	Patches, S/C, medicated creams, Buccal, S/L		
Week 5	Clinical Observations		
1 study day remainder of week working in setting	Legislation and protocols	H/616/6220	H/616/6220
	Understand physiology of what we are measuring		
	Taking of Clinical Observations (blood pressure, temperature, respirations, BMI, urinalysis)		
	Recording results and acting on results	R/616/6228	R/616/6228
	Recognising signs of deteriorating residents & sepsis		
Week 6	Tissue Viability and Wound Care		
1 study day remainder of week working in setting	Tissue viability assessment	K/616/6221	K/616/6221
	Risk assessment tools / scores and contribution to skin integrity care planning		
	Management of Dressings and contributing to wound care plans		
	IPC & MCA in Wound care		
	Wound infection and wound healing	K/616/6222	K/616/6222
	Wound assessment and dressing choices		
	Procedure for performing non-complex wound care (Aseptic technique)		

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Week 7	Practical skills		
1 study day remainder of week working in setting	Catheter care (not catheterisation) and managing infection prevention and control	T/616/6223	R/504/2207;
	Management of PEG feeding	L/616/6227	L/616/6227
	Use of suction device for oral suctioning		
	Venepuncture	Y/616/6129	Y/616/6129
Week 8	Managing long term conditions		
1 study day remainder of week working in setting	Supporting nutrition and hydration issues, MUST scoring and diet fortification	Y/616/6487 L/616/6485	Y/616/6487 L/616/6485
	Supporting residents with dysphasia		
	Managing continence issues	R/616/6486	D/503/1839
	Managing constipation		
Week 9	Dementia		
1 study day remainder of week working in setting	Understand the role of communication and interactions with individuals who have dementia	L/601/3539	L/506/7090
	Enriched care planning		
	Living with dementia	J/601/3538 A/601/9191	
Week 10	End of Life Care		
1 study day remainder of week working in setting	Perspectives on death and dying;	A/503/8085	F/503/8685
	Recognising the End of Life and managing symptoms	L/616/6440	T/503/8134
	Difficult conversations	Y/616/6439	
	Supporting people at the end of life	R/616/6441	
	Advanced care planning	F/616/6435	F/616/6435
	Principles and policies of end of life care		
Week 11	Diabetes (and insulin administration (optional))		
1 study day remainder of week working in setting	Diabetes	Y/616/7445	D/503/1839
	Administering Insulin injections (optional)		

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	Recognising hypoglycaemic and hyperglycaemic residents		
	Routine blood glucose monitoring (not management of complex diabetics)	R/616/6228	R/616/6228
Week 12	Person centred care planning		
1 study day remainder of week working in setting	Promote person centred care	K/616/6218	L/616/8201
	Barriers to person centred care		
	Holistic care planning and person-centred care planning		
	Writing person centred care plans		
Other modules we have delivered in the past	Skin tears, management and prevention		
	Assessment of risk and agreeing action plan with resident		
	Assessment of skin tears		
	How skin tears heal		
	Dressing choices for skin tears		
	Preventative measures against future injury		
	Prevention of falls		
	Risk assessment and agreeing action plan with resident		
	Managing risk		
	Assessment of resident after a fall / observations		
	Causes of falls		
	Medications and falls awareness		
	Reporting and recording of incidents		
	Prevention and management of pressure ulcers		
	Using SSKIN tool		
	Grades of pressure ulcers & Safeguarding		
	Pressure ulcer or Moisture lesion		
	Managing a Moisture lesion		
	Managing a grade 1 or 2 pressure ulcer		

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	Documenting and recording		
	Non-invasive ventilation and oxygen therapy		
	A&P of lungs and respiration		
	Oxygen therapy		
	Aerosol therapy		
	Humidification		
	Closed suctioning		
	Care of a tracheostomy		
	A&P of lungs and respiration		
	What is a tracheostomy		
	Tracheostomy tubes		
	Care of tracheostomy – cleaning, tapes, dressing		
	Closed suctioning of a tracheostomy		
	Speaking & swallowing with a tracheostomy		
	Care of a spinal patient		
	A&P of the spine and nervous system		
	Autonomic dysreflexia		
	Bowel care for the spinal patient		
	Pressure area care for the spinal patient		
	Venepuncture		
	Professional issues in relation to venepuncture (Accountability / consent)		
	Review of anatomy and physiology		
	Prevention of complications		
	Procedure for Venepuncture using (preferred) system		
	Procedure for Venepuncture using 'butterfly' needle		
	Specific issues related to venepuncture with the elderly, or those with learning disabilities		

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	Review of documentation		
	ECG recording		
	Identify key indications for 12-Lead ECG recording		
	Equipment required to record a 12-lead ECG		
	Preparing a patient for a 12-lead ECG recording		
	Correct placement of the chest and limb electrodes in accordance with approved guidelines issued by The Society for Cardiological Science & Technology		
	Identify the appearance, causes and solutions to the most common problems encountered in 12-lead ECG recording.		
	Identify the electrode placement in Mason Likar and Holter ECG monitoring techniques.		
	Supporting the use of a syringe driver		
	Review of types of syringe drivers		
	Indications for use		
	Commonly used medications in syringe drivers		
	Maintenance and trouble shooting		
	Review of documentation		