



Mandatory health and social care training outlines

The topics listed here are commonly accepted as compulsory subjects that all care staff must be trained in before they can work on their own with clients. These summaries show what is covered within each subject.

Administration of medication

- Government regulations
- Principles of safe handling
- Principles of choice
- Record keeping
- Competent care staff
- Preserving dignity and privacy
- Safe disposal
- Medicine storage
- Access to professional advice
- Controlled drugs
- Medicine administration
- Potential problems



Equality, diversity and inclusion

- Diversity in the UK
- Advantages of a diverse society
- Stereotyping
- Labelling
- Prejudice
- Behaviour and language
- Discrimination
- UK discrimination law
- Equality
- Different ideas, beliefs and religions
- Human Rights Act
- Conflicts with rights



- Overcoming bad practice

Fire safety awareness

- Main causes of fires in the workplace
- Main costs of fires in the workplace
- Duties and responsibilities in relation to fire safety
- Duties and responsibilities of managers/fire wardens
- Action to take in the event of a fire
- Fire Risk Assessment
- The Fire Triangle
- Active and passive fire risk control measures
- The use of portable fire-fighting equipment
- Ensuring fire safety equipment is serviceable
- Record, Plan, Inform, Instruct and Train



First aid awareness

- Managing incidents
- Monitoring vital signs
- Methods of assessment
- CPR
- Heart attack
- Stroke
- Seizures
- Choking
- Treating shock
- Severe external bleeding
- Accident reporting



Food hygiene

- Legislation requirements
- Common causes of food poisoning
- Microbiological hazards and pathogens
- Moulds and toxins
- Food poisoning bacteria
- Food-borne diseases
- Cross-contamination
- Personal hygiene
- Food handlers



- Recording practice
- Restraint
- Advance decisions
- Raising concerns and complaints

Moving and handling theory and/or practice

- Statistics
- The Law
- Anatomy and biomechanics
- Functions of the spine
- Vertebrae and the spine
- Causes of back pain
- Ergonomics and risk assessment
- TILE
- Controversial techniques
- Principles of safer handling



Safeguarding vulnerable adults

- Legislation
- Child abuse
- Vulnerable adults
- Duty of care
- Types of abuse
- Social norms and values
- Factors causing abuse
- Indicators and effects of abuse
- Complaints and abuse accusations
- Whistleblowing
- Support



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