

## Distance Learning Course Information

Below you will find more details on the courses available; each course title also links to additional information within our website to provide more of an insight into the units within the course.

### **Certificate in Equality and Diversity (8 week course)**

The aim of this qualification is to give learners an introduction to the issues around stereotyping, prejudice and discrimination, to identify the basic rights that all people should enjoy and the shared values people have, and to examine the responsibility each person and organisation has in ensuring that barriers to participation in society are removed.

### **Certificate in Nutrition & Health (12 week course)**

The NCFE level 2 Certificate in Nutrition and Health is a qualification for anyone wanting to recognise the importance of a healthy lifestyle. The qualification will help learners to identify and develop both their knowledge and skills surrounding diet and health, different nutrition's, how to prepare healthy food for different groups of people and food safety awareness. This program will also look in detail at the principles of weight management and the dangers of eating disorders.

### **Certificate in Principles of Dementia (12 week course)**

This qualification aims to assist learners develop their knowledge and understanding of the principles of caring for those with dementia. It covers areas such as person centred care, the influence of positive communication methods, issues relating to their use of medication for those with dementia and the importance of providing appropriate activities

### **Certificate in the Principles of the Prevention & Control of Infection in Health Care Settings (8 week course)**

This course aims to assist students to develop their knowledge and understanding of the importance of the prevention and control of infection. It is designed for those who are currently working or would like to work within the health and social care sector, and provides knowledge that may be applied to a wide range of job roles within health and social care settings.

### **Certificate in Safe Handling of Medicines (8 week course, and you need to be working with medication to access this course)**

The qualification aims to develop the learner's knowledge of the safe handling of medicines within a health and care context. It is designed for carers who are working in the care setting and wish to learn more about the different types of medication, classifications of medication, the roles and responsibilities of staff working with medication and how to access information about medication. You will also learn how medicines are supplied and obtained, how to store medicine and how to safely dispose of medication.

### **Certificate in Team Leading Knowledge (12 week course)**

This qualification provides learners with the knowledge they will need to work in a team leading role. Through this course, students will not only learn how to lead, support and develop a team but they will develop their communication and motivation skills.

### **Certificate in Understanding End of Life Care (12 week course)**

The NCFE level 2 Certificate in Understanding End of Life Care will give students who are working or intending to work in healthcare and social care, knowledge and understanding of this subject area to support their role. As well as this, the qualification helps learners to recognise their knowledge surrounding the care of patients, friends and families at this sensitive time of life.

### **Certificate in Understanding the Care & Management of Diabetes (8 week course)**

This qualification aims to provide the student with an understanding of the different types of diabetes and how these occur. Students will develop awareness of how the onset of Type 2 diabetes can be delayed with lifestyle changes. Through the course, students will also develop an understanding of diabetes diagnosis, initial care, ongoing care and the treatment of diabetes used to control blood sugar levels.

### **Certificate in Customer Service Knowledge (12 week course)**

The qualification is ideal for anyone already working in a customer service role or who'd like to develop their knowledge of this area. Through this course, students will not only learn good customer service knowledge but they will develop their understanding of how to deal with the diverse needs of a range of customers.

**Certificate in Understanding Dignity and Safeguarding in Adult Health and Social Care** (12 week course)

The purpose of this qualification is to give learners currently working or intending to work in adult health or social care an understanding of dignity and safeguarding and their relevance in health and social care, and how they can work to uphold these key principles. You will gain knowledge in recognising potential harm and abuse, how to respond if harm and abuse is disclosed and how to reduce the likelihood of abuse and harm. In addition you will also have a greater understanding of dilemmas and conflicts relating to duty of care, and the importance of consent in health and social care practice.

**Certificate in Common Health Conditions** (12 week course)

This qualification is designed for learners looking to start work in, or already working in health and social care, who would like an understanding of common health conditions and their effects on individuals. As part of this course you will study;- Understand how to contribute to monitoring the health of individuals affected by health conditions, Understand cardiovascular disease, Stroke Awareness, Arthritis awareness, Understand physical disability and Parkinson's disease awareness

**NCFE Level 2 Certificate in Business and Administration Knowledge** (12 week course) This qualification aims to develop learners' knowledge and understanding across a range of administrative concepts and practices. The objectives of this qualification are to help learners to develop essential knowledge of how to carry out administrative tasks such as managing information and supporting events and knowing how to apply their knowledge in a variety of industries and job roles

**NCFE Level 2 Certificate in Understanding Autism** (12 week course)

This qualification aims to develop learners' understanding of autism and the principles of supporting individuals with autism – covering the person-centred approach and influence of positive communication methods, how to support positive behaviour and how individuals with autism can be supported to live healthy and fulfilled lives.

**NCFE Level 2 Certificate in the Principles of Care Planning** (12 week course)

Care planning is about addressing an individual's full range of needs whilst accounting for their circumstances and preferences. It helps individuals to be involved in decisions about their care and to achieve the outcomes they want. This qualification will help learners to understand their role in supporting the preferences and needs of individuals in relation to their care or support, the development and implementation of care plans and contributing to the review of these by observing, monitoring and reporting on the care activities they're responsible for.

**NCFE Level 2 Certificate in Understanding Behaviour that Challenges** (8 week course) This NCFE Level 2 Certificate is designed to increase learners' awareness and understanding of behaviour that challenges and its effects. By completing the qualification, learners will develop in-depth knowledge of behaviour that challenges. This could support progression onto other appropriate qualifications, as well as relevant employment in the health and social care sector.

**NCFE Level 2 Certificate in Introducing Caring for Children and Young People** (12 week course)

This NCFE Level 2 Certificate is an opportunity to study a range of topics from three main areas: child care and education, babysitting and parenting responsibilities. You will undertake a range of units integral to the personal development of children and young people, covering development, learning and play.

**Level 2 Certificate in Falls Prevention Awareness** (8 week course)

The Level 2 Certificate in Falls Prevention Awareness qualification is aimed at anyone working in a health or social care environment, particularly those who support or have contact with older people who have an increased propensity to falls. It will also be useful to individuals who support family members or friends who are at risk of falling.

**Level 2 Certificate in Understanding Children and Young People's Mental Health** (12 week course)

The Level 2 Certificate in Understanding Children and Young People's Mental Health is a qualification designed for learners looking to start work in, or already in a child care setting, who would like an understanding of children's mental health and its effects on individuals.

**Level 2 Certificate in Common Childhood Illnesses**

The purpose of this qualification is to increase learners' knowledge and understanding of common childhood illnesses to enable them to support the development and wellbeing of infants and children they support/care for. The course focuses on the different types of infection and how infection is spread, health promotion and the importance of immunisation, how to recognise when a child is ill and how to deal with a health emergencies. All of this information is valuable both in the workplace and in the child home environment.

**Level 2 Certificate in Understanding Data Protection and Data Security.**

This qualification introduces you to the different laws that are in place to protect our data. You will explore the General Data Protection Regulations (GDPR), how it is applied by organisations and how it affects you as a consumer. You will also learn about Data Protection and Freedom of Information Acts and procedures organisations may put into place and protect data. As technology advances, threats to ICT systems and data are increasing. You will learn about different threats, and how to protect systems against potential attacks. You all also explore how to protect your own data and devices.

**Level 2 Certificate in Understanding Personal Care Needs**

The purpose of this qualification is to give you an understanding of personal care needs in any health or social care setting. You will learn about person-centred values and how to provide person-centred care including gaining consent form individuals, encouraging active participation in care and supporting individuals' well –being. You will develop an understanding of the importance of personal hygiene and the issues that may lead to poor personal hygiene as well as how to support individuals to maintain their personal hygiene. This course also look at how pressure sores may develop and what we can to aid the prevention and care of pressure sores. You will also learn about the importance of foot care particularly in relation to health conditions and factors affecting the feet. Oral care is also an important part of personal care so you will learn the importance of maintaining good oral care. Finally, you will look at sepsis, what it is, who is at risk of developing it, and the causes and treatments.

**Level 2 Certificate in Understanding Technology Enabled Care**

Technology enabled care (TEC) can help people choose, control and manage their own health and social care needs by providing innovative, cost-effective and accessible solutions. You will learn what TEC is, how it evolved, and the benefits associated with it. You will also explore how TEC can be used as part of person-centred care, why it can help reduce isolation and why it is important to ensure communication is clear and accurate. You will also be able to identify different settings tat might benefit from the use of TEC and understand the benefits of TEC to the health and social care sector.

**Level 2 Certificate in Understanding Business Improvement Techniques**

The purpose of this qualification is to learn about regulations, policies and procedures that help to keep workplace activities safe. You will consider hazards and risks in the workplace and how to minimise them. You will learn about effective team working and how to deal with problems within teams, You will consider the importance of workplace organisations and how to audit and improve workplace organisation. You will also learn about Kaizen principles and improvements that can hr made to work areas and activities. This course will also teach you about visual management systems and identify appropriate parts of your own work processes that can benefit from visual controls. You will look at how to identify and solve problems and how to prevent the re-occurrence of problems. You will also learn about process flow analysis and how to map out a process using recognised symbols. Finally, you will also look at value and non – value added steps in a process and where mate may occur.

**Terms and Conditions:**

- You must be 19 years of age or over
- You must be a resident in England
- You must complete the course within the timescale indicated or you may be asked to pay the course fees

If you require further information regarding these courses please email Lynn Poxon, Distance Learning Manager [lpoxon@walsallcollege.ac.uk](mailto:lpoxon@walsallcollege.ac.uk)