

2017 - 2018

Health Promotion

Training Programme

Helping us all to build a healthier fairer Fife.





Foreword

Welcome to the 2017-2018 edition of the Health Promotion Training Programme.

Health Promotion Fife produce this programme as part of Fife's Health & Social Care Partnership in order to provide people working in Fife with the skills and knowledge to improve health and wellbeing, focus on preventing ill-health and to contribute to reducing inequalities in health.

Focussing on prevention and tackling inequalities is a key strategic priority for both Health & Social Care and Community Planning in Fife and requires partnership working across organisations. We are pleased to be able to support and encourage this agenda on behalf of the Health & Wellbeing Alliance who continue to fund this programme.

We work closely with many of our voluntary and public sector partners to develop and deliver training courses and see it as a great opportunity to share local expertise, knowledge and information. We would like to thank all partners for their continued support to this programme.

Crucial to tackling health inequalities is the need to address the life circumstances that can impact on people's health such as poverty, poor quality work and housing. The training programme includes courses which will help local workers to address these challenging issues. The Health Promotion Training Service have also been delighted to be at the forefront of work to deliver on the recommendation for the Fairer Fife Commission publication 'Fairness Matters' on poverty awareness workforce development.

With these continuing challenges and ever scarcer resources, the need to make the most of our workforce and to develop new and innovative ways of working is more pressing now than ever. This training programme provides an opportunity to invest in our workforce through upskilling and providing a space to share, reflect on and develop best practice.

We hope you find the potential of these learning opportunities exciting and look forward to seeing you on the courses.



A handwritten signature in cursive script that reads "Ruth Bennett".

Ruth Bennett
Health Promotion Manager
Fife Wide Division

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The Health Promotion Service

The Health Promotion Service is part of Fife's Health and Social Care Partnership. We deliver a range of programmes and services to address health inequalities and improve the health and wellbeing of people of all ages who live and work in Fife. We know that people need more than knowledge and skills to make positive choices concerning their health. The factors that contribute to health and ill-health are complex. The conditions in which we are born, grow, live, work and age all play a part, as does the availability and distribution of money, power and resources, both globally and locally.

The Health Promotion Service works in partnership with other organisations and services throughout Fife to work towards improving population health and wellbeing and reducing health inequalities by providing:

- education and workforce development
- specialist advice
- programme and project development and capacity building
- knowledge management, information and resources
- organisational and partnership development.



The Health Promotion Training Service

Health Promotion Training Service

The Health Promotion Training Service works with partners to provide a wide range of training opportunities. Our aim is to enable workers and volunteers across Fife to build the skills, knowledge and confidence to improve health and wellbeing and reduce inequalities in health across local communities.

As well as our core training programme, we can provide additional workshops tailored to the needs of specific workplaces. Please contact the training team on fife-uhb.HITraining@nhs.net to discuss.

Unless otherwise stated, all training courses are free of charge.

Training courses are open to all public and voluntary sector workers in Fife. Staff members from workplaces affiliated with the Healthy Working Lives Project are also welcome to attend.

Most of our training courses are interactive face-to-face workshops. Participants are

encouraged to draw on and share their own practical experience and consider how they would apply learning from the training to their own professional practice. Participants come from a wide range of backgrounds, which enhances the sharing and learning experience.

We also offer blended learning courses which involve both an online and face-to-face element. Relevant e-learning opportunities are included in this programme.

The majority of course trainers are Fife based local workers who are willing to share their knowledge and expertise through the delivery of training. The successful delivery of the Health Promotion Training Programme relies on the input from these trainers who come from a wide range of local organisations such as Barony Housing, Furniture Plus, Fife Alcohol Support Service, Fife Alcohol and Drugs Partnership as well as Fife Council, NHS Fife and Fife Health and Social Care Partnership.



Laura Henderson
Senior Health
Promotion Officer
Training



Kelly Higgins
Mental Health
Training Coordinator



Karen Stirling
Training Coordinator

Fairer Health for Fife

Fife's Health Inequalities Strategy 2015 - 2020

What are Health Inequalities?

Health inequalities are the unjust differences in health and wellbeing that are the result of inequality in individual, social and economic circumstances. While health in Fife (and in Scotland generally) is improving, long-term health inequalities persist. These can have a knock-on effect on people's ability to get and keep a job, achieve their goals and take part fully in their community - meaning that everyone is affected. Reducing health inequalities involves everyone working in Fife and is in everyone's interest.

Fairer Health for Health - Fife's Health Inequalities Strategy 2015-2020

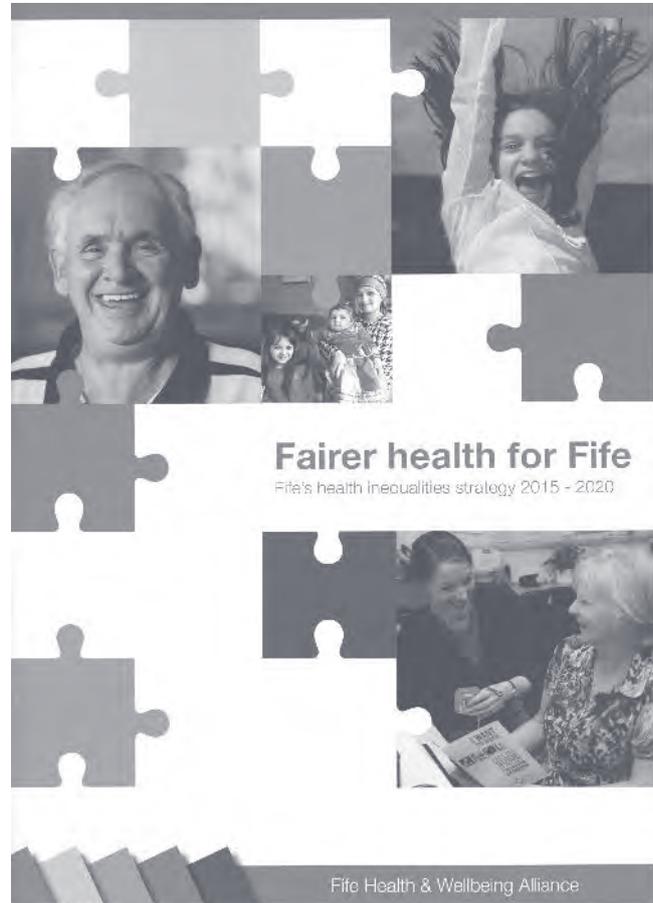
Fife's Health Inequalities Strategy 2015-2020 aims to support organisations and groups across Fife to work towards reducing inequalities in health and wellbeing by:

- increasing understanding around health inequalities
- promoting ways of working most likely to reduce health inequalities
- providing 6 health and wellbeing outcomes which are key to reducing inequalities in health and wellbeing.

The Health Promotion Training Programme directly supports Fife's Health Inequalities Strategy by offering courses and workshops which can help workers to contribute

towards reducing the inequalities in health that are faced by local individuals, families and communities.

To find out more about health inequalities and work being done in Fife, to view details of relevant events and news, and to subscribe to our ebulletin, visit www.healthyfife.net



Fife's Multi-agency Training Web Portal

Fife's Multi-agency Training Web Portal **<http://socialwork.fife.gov.uk>**

Fife now has a website on which all training courses open to workers from across Fife's voluntary and public sector organisations can be viewed.

Fife's multi-agency training portal can be accessed via Social Work Fife's Learning Portal by clicking the 'Multi-agency Resources' button. It provides brief information and contact details of all the training provided by local services and organisations.

If you are looking for a particular course or would like information on the range of local training that you can access, the Multi-agency Training Portal will be a valuable resource for you. Courses can be quickly located by means of a search function or subject heading. A quick link to the training provider will enable you to contact them directly for more information about the course, future dates and details of how to apply.

If you are a training provider and would like your courses to be featured on the portal, please contact April.Mussen@fife.gov.uk





section

Core Skills for Health Improvement

Groupwork and Facilitation

Monitoring and Evaluation

Poverty Awareness

Reducing Health Inequalities

Working with Key Groups

Training available from the Information and Resources Centre

Insight

“I have had the opportunity to use the skills I learned as I am running a peer education group with young people. I learned how to encourage the quieter people to feel safe to engage in the group work and also how to allow everyone a platform to share without allowing any overpowering of personalities to dominate the sessions.”

Support Worker

Making Groupwork More Effective

A Rough Guide to Outcomes and Evaluation

Aim:

This practical course will enable participants to work through the process of evaluation, clarifying outcomes and indicators for their work projects and exploring a range of approaches and methods that can be used to plan and carry out an evaluation. Participants will also be able to consider how to use evaluation information to report effectively and enhance future service delivery.

Learning outcomes:

By the end of this course participants will have:

- an understanding of the terminology involved in evaluation
- knowledge of how to set relevant outcomes and indicators for your project
- an improved understanding of some of the methods that can be used for evaluation
- the ability to analyse information collected on their project's activities
- knowledge of how to report effectively on the delivery of project outcomes to funders and stakeholders.

Who should attend?

This course is ideal for anyone who is fairly new to evaluation or who would like to refresh their knowledge and skills in monitoring and evaluation. It would be relevant to those starting a new project or piece of work as well as anyone who is involved in evaluating and reporting on their project's activities.

Cost: Free Apply for a place at www.healthyfife.net

This course contains content from the previous courses: 'Demystifying Outcomes'; 'Getting Started with Evaluation' and 'Telling My Story: Analysing and Reporting Outcomes'.

Course length:

One day

Date:

November 29th 2017,
The Bay Hotel, Kinghorn

Facilitators:

Laura Henderson,
Senior Health Promotion Officer
- Training, Fife Health & Social
Care Partnership

Katie Provan, Health Promotion
Officer - Workplace, Fife Health
& Social Care Partnership

Jo-Anne Valentine, Public Health
Manager, NHS Fife

Creating Effective Health Information

Course length:

Half day

Dates:

November 8th 2017 (afternoon),
Lynebank Hospital, Dunfermline

February 6th 2018 (morning),
Cameron Hospital, Leven

Facilitators:

Graeme Babbs,
Senior Graphic Designer,
Fife Health & Social Care
Partnership

Paulene Sneddon,
Senior Graphic Designer,
Fife Health & Social Care
Partnership

Aim:

To explore the whole process of producing health information, from identifying the need to the creation of the finished product.

Learning outcomes:

By the end of this course participants will have:

- knowledge of how resources are created
- ideas for alternative resources to leaflets and posters
- increased knowledge of good practice guidelines for producing public information
- increased awareness of how to successfully get your message across
- increased knowledge of how to work with designers and printers.

If you are working on a leaflet, you are welcome to bring it along to discuss with the facilitator after the course.

Who should attend?

Anyone with a professional interest in producing health improvement information.

Creating Imaginative Learning

Aim:

To introduce and explore the principles of creating imaginative learning to enable participants to plan, design and deliver memorable and effective learning opportunities.

Learning outcomes:

By the end of this course participants will have:

- considered how to provide a rich and multi-sensory group environment that will engage and inspire their learners
- looked at the importance of 'state', both their own as trainers and that of the groups they work with, and how to influence this
- explored a wide range of tools available to use with groups e.g. in meetings, training, presentations and facilitation
- increased their skills and confidence to plan and provide learning sessions.

Who should attend?

Those from the NHS, local authority or voluntary sector who would like to develop and/or enhance skills to design and deliver training and other learning opportunities.

Course length:

One day

Dates:

October 5th 2017,
Lynebank Hospital, Dunfermline

January 17th 2018,
Fife Voluntary Action, Glenrothes

Facilitators:

Laura Henderson,
Senior Health Promotion Officer
- Training, Fife Health & Social
Care Partnership

April Mussen,
Workforce Development Adviser,
Fife Council

Aileen Allan,
Partner Provider Development
Officer, Fife Council

Moira Fitzpatrick,
Active Schools Coordinator,
Fife Council

Val Wright,
Capacity Building Officer,
Fife Voluntary Action

Insight

“Since attending the training course in Creating Imaginative Learning I have revamped many of the activities in the training I deliver, as well as my own style of delivery. As a result I have observed course participants being much more involved in their learning, more engaged in the course itself and more likely to put their learning from the course into practice in the workplace. I now feel much more confident about the course material and my ability to meet the needs of the course participants; not just my needs as a trainer.”

Early Years Development Worker
Creating Imaginative Learning

Developing Facilitation Skills

Aim:

To enable participants to explore the skills and qualities required by a facilitator.

Learning outcomes:

By the end of this course participants will have:

- clarified what facilitation means and understood the role of the facilitator
- explored how attitudes and values impact on facilitation
- identified their own strengths and areas for development as a facilitator
- experienced a number of facilitation tools 'in action' and have considered how to select the appropriate tool for the task
- planned a short facilitation session and developed a design template.

Who should attend?

This course is for anyone who is new to facilitation or would like to develop their facilitation skills.

This course is a good follow-on from "Making Groupwork more Effective".

Course length:

One day

Dates:

October 11th 2017,
Cameron Hospital, Leven

March 13th 2018,
Lynebank Hospital, Dunfermline

Facilitator:

Annemarie Smith,
Health Promotion Officer -
Workplace,
Fife Health & Social Care
Partnership

Cost: Free Apply for a place at www.healthyfife.net

Making Groupwork More Effective

Course length:

One day

Dates:

September 6th 2017,
Cameron Hospital, Leven

February 1st 2018,
Lynebank Hospital, Dunfermline

Facilitator:

Annemarie Smith,
Health Promotion Officer -
Workplace,
Fife Health & Social Care
Partnership

Aim:

To enable participants to increase their knowledge, skills and confidence in facilitating groups.

Learning outcomes:

By the end of this course participants will have:

- explored a variety of factors that make a successful group
- an overview of several frameworks and models to help them better understand how groups work and how individuals learn
- experienced a number of group work tools and techniques 'in action'
- identified a variety of ways to troubleshoot challenging situations.

Who should attend?

This course is for anyone who is new to working with groups.

'Developing Facilitation Skills' is a useful follow-on course for those who have attended this training.

Poverty Awareness Workshop

Aim:

To increase participants' knowledge and understanding of the relationship between poverty and inequality and how poverty impacts on individuals lives in Scotland.

Learning outcomes:

By the end of this course participants will have:

- have an understanding of the nature, roots and causes of poverty and what poverty means to those experiencing it. Examples will be drawn from our experiences on poverty issues
- have an understanding of the relationship between inequality and poverty
- be aware of ways in which common prejudices and stereotypes (stigma) can lead to discrimination and the unfair treatment of people experiencing poverty
- be able to identify changes and improvements which can be made to work practices to improve service delivery.

Who should attend?

All management and frontline workers who wish to have a better understanding of poverty issues and would like to identify ways in which they could engage more effectively with individuals and communities facing poverty and social exclusion.

Cost: Free Apply for a place at www.healthyfife.net

Course length:

Half day (morning)

Dates:

September 13th 2017,
The Bay Hotel, Kinghorn

March 13th 2018,
The Bay Hotel, Kinghorn

Facilitators:

The Poverty Alliance

Reducing the Impact of Fuel Poverty on Health

Course length:

Half day (morning)

Date:

October 17th 2017, Lynebank Hospital, Dunfermline

Facilitators:

Dagmara Opilka,
Community Liaison Officer,
Home Energy Scotland

Laura Robertson,
Fuel Poverty Support Assistant,
Fife Council

Aim:

The session will provide an insight into fuel poverty and the impact this has on people's health. Participants will find out how to identify a household in fuel poverty and how to signpost them for further help on a national and local level.

Learning outcomes:

By the end of this course participants will have:

- an increased understanding of the link between fuel poverty and health
- knowledge of the signs of fuel poverty
- awareness of the national and local support for households
- confidence to refer service users to national and local agencies for further support.

Who should attend?

This course is for anyone working with households in Fife for example, NHS Fife, Fife Council, private care agencies and the voluntary sector. It is particularly relevant to those who work with groups more vulnerable to fuel poverty such as families with children under 16, older people, disabled, single occupancy households, pregnant women and households in rural areas.

Supporting Hard-Up Households

Through a short, interactive eLearning course, you will learn what causes poverty, how people experience the stigma of poverty and what you can do to make a difference. You will learn more about what you are likely to see as a result of welfare reform as people struggle to make ends meet. The course gives practical ideas for what you can do and what your service can do to support hard-up households.

The course covers:

- People like us - the nature, causes and consequences of poverty in Fife
- What's in a name - experience of the stigma of poverty and how to address it
- What is welfare reform and how is it affecting households
- Practical tools to help you and your service support hard-up households
- Finding out more - other learning and information.

You can do the eLearning course whenever it suits you. Register now for this free eLearning and you'll find other essential short courses including Universal Credit and Scottish Welfare Fund. Register at: <http://elearning.cpag.org.uk>

Once you have completed the course and submitted your evaluation, you can then print off your certificate.



Welfare Reform: What you need to know

This e-learning module is available on NHS Fife LearnPro and will help NHS Fife and Fife Health and Social Care Partnership staff to understand the recent and future changes to the welfare benefit system and the impact of these on individuals, patients and families. It provides information on the local support and specialist services which can help people to manage these changes.

Aim:

This course should help learners to feel more confident about giving advice and referring people onto specialist advice and support services.

Learning outcomes:

On completion of this module learners will have:

- an increased understanding of the recent and future changes to the benefit system
- increased knowledge of how these changes impact of individuals, patients and their families
- the ability to assist patients and their families to access support and assistance
- the ability to identify when to refer to specialist advice and support agencies.

This module will soon be available to those working for other public and voluntary organisations in Fife including Fife Council.

For more information, please contact Laura Henderson, Senior Health Promotion Officer at laurahenderson3@nhs.net or 01592 226506.

Health Behaviour Change - Health Scotland elearning

The following Health Behaviour Change e-learning modules have been produced by NHS Health Scotland and can be accessed through their Virtual Learning Environment (VLE) at <http://elearning.healthscotland.com>. If you haven't already signed up to the VLE, please register by clicking on 'Create new account'.

Health Behaviour Change Level 1

This is for anyone who wants to learn more about health behaviour change and who has (or thinks they could have) a role in improving health. Participants will gain the knowledge and confidence to use health behaviour change techniques to raise and briefly discuss lifestyle issues.

Health Behaviour Change Level 2

This is for anyone who works with clients to support lifestyle changes and requires knowledge beyond raising the issue. Participants will gain more in-depth knowledge and confidence in using health behaviour change techniques to discuss lifestyle issues and support change.

The following topic based e-learning modules are also available:

- Raising the Issue of Physical Activity
- Raising the Issue of Child Healthy Weight
- Raising the Issue of Maternal and Infant Nutrition
- Raising the Issue of Smoking.

All modules are free of charge and suitable for anyone who has or thinks they could have a role to play in improving the health of the people they come into contact with at work. Simply register for an account and self-enrol in the modules.

Please contact NHS Health Scotland's Learning and Improvement Team with any queries: hselearningqueries@nhs.net

Health Inequalities - Health Scotland e-learning

The following e-learning modules have been produced by NHS Health Scotland and can be accessed through their Virtual Learning Environment (VLE) at <http://elearning.healthscotland.com>

They aim to increase awareness and encourage action to reduce health inequalities, as well as focusing on specific areas relevant to the needs of the target audience.

Health inequalities awareness

This module is for staff working in public services out with health and social care. It explores what is meant by health inequalities, what causes them and what can be done to prevent them.

Tackling health inequalities in health and social care sector

This module is for staff working in health and social care settings. It examines the actions that can be taken to reduce health inequalities. It highlights and explores the findings from the Working for Health Equity: the role of health professionals report and information produced by NHS Health Scotland.

To access the modules for free, click on the course title and create an account on our Virtual Learning Environment, or simply log in if you have already registered.

Please contact NHS Health Scotland's Learning and Improvement Team with any queries: hselearningqueries@nhs.net

How Good is your Community Engagement?

Aim:

This workshop will promote the importance of good community engagement and identify how the refreshed National Standard for Community Engagement can support local practice.

Learning outcomes:

By the end of this workshop participants will have:

- an understanding of why community engagement is so important
- an opportunity to consider their own local community engagement practice and identified strengths and weaknesses
- an awareness of the refresh of the National Standard for Community Engagement and how they can be used to improve their own community engagement practice.

Who should attend?

Anyone from the public or voluntary sector who is involved in working with communities as part of their job remit.

Course length:

Half day (morning)

Date:

January 30th 2018,
Cameron Hospital, Leven

Facilitator:

David McGrath,
Community Learning and
Development Team Manager,
Fife Council

Cost: Free Apply for a place at www.healthyfife.net

Course Length:

This blended course combines approximately 15 hours of online learning and 3.5 days of face-to-face workshops. Participants are also expected to complete an individual written task and a group task as part of the course.

Dates:

January 11th 2018 (morning),
January 25th 2018 (full day),
March 1st 2018 (full day),
March 22nd 2018 (full day),
Fife Voluntary Action, Glenrothes

Facilitators:

Laura Henderson,
Senior Health Promotion Officer
- Training,
Fife Health and Social Care
Partnership

Katie Provan,
Health Promotion Officer -
Workplace,
Fife Health and Social Care
Partnership

Cost: the course is free to attend with a cost of £250 payable to RGU for accreditation.

Improving Health: Developing Effective Practice

This course is accredited by Robert Gordon University (RGU). Participants successfully completing and passing the optional assessment qualify for 15 SCQF points at Level 9.

Aim:

To enable participants to increase their confidence in improving health and tackling health inequalities, by providing a framework which will guide and encourage the development of effective and reflective practice.

Learning Outcomes:

By the end of this course participants will be able to:

- critically examine concepts and models of health, health improvement and health promotion and their influence on current practice
- explain the mutual influences of social, policy, regulatory and legislative drivers on population health outcomes
- appraise the implications of health improvement principles for reducing health inequalities and improving overall population health
- critically examine their own practice in relation to achieving continuous improvement in delivery of interventions aimed to improve health and reduce health inequalities
- demonstrate personal use of a reflective process to generate experiential learning.

Who should attend?

The course is intended to be of benefit to all occupational groups in health and social care, social work, housing, third sector and independent care providers with a role or interest in improving health and tackling health inequalities.

Reducing Health Inequalities: What Works

Aim:

This practical workshop will look at the current context of health inequalities in Fife and will enable participants to explore their role in addressing these.

Learning outcomes:

By the end of this course participants will have:

- an understanding of health inequalities and their impact on the population in Fife
- knowledge of the approaches that are known to be effective in reducing health inequalities
- considered the practical steps that they can take to address health inequalities within their own area of work.

Who should attend?

This course is open to all NHS, local authority and voluntary sector staff who would like to explore, consider and discuss issues related to inequality and poverty.

Course length:

Half day (afternoon)

Date:

November 22nd 2017, Lynebank Hospital, Dunfermline

Facilitators:

Jo-Anne Valentine,
Public Health Manager, NHS Fife

Laura Henderson,
Senior Health Promotion Officer
- Training,
Fife Health & Social Care
Partnership

This workshop can also be delivered in-house to suit the needs of your agency, team or partnership group.
Please contact
fife-uhb.hittraining@nhs.net
to discuss.

Cost: Free Apply for a place at www.healthyfife.net

The 7 Habits of Highly Effective People

Course length:

Three days

Dates:

November 9th, 10th & 16th
2017,
Playfield Institute, Stratheden

January 25th, 26th & February
2nd 2018,
Playfield Institute, Stratheden

Facilitators:

Wendy Simpson,
Playfield Institute Manager,
Fife Health & Social Care
Partnership

Amanda MacEwan,
Community Education Worker,
Fife Council

Joleen McCool,
Improvement Co-ordinator,
Fife Council

Lisa Hemphill,
Employability Coordinator,
Scottish Christian Alliance

Sonia McCathie,
Community Education Worker,
Fife Council

Aim:

To enable participants to build a high level of personal choice, a sense of purpose and relationship-building skills which have been shown to build effectiveness at home and work and to maximise personal health and wellbeing.

It will also help participants support others to build healthier lives thus helping to create and sustain healthier workplaces and communities.

Learning outcomes:

By the end of this course participants will have:

- a good knowledge and understanding of the 7 habits and how they help to promote personal effectiveness, health and wellbeing and sustained positive outcomes in home and work life
- a toolkit of approaches to use to remember the 7 habits and use them effectively
- time to reflect on personal and professional goals and values
- the opportunity to discuss problems and solutions with colleagues in small groups
- the opportunity to see several professionally produced videos which help to give a deeper understanding of the concepts
- a personal workbook to take home including all the relevant information.

Who should attend?

This course is for anyone who wants to build a more effective, healthier life for themselves and to be able to influence others to do the same.

Cost: Free Apply for a place at www.healthyfife.net

Understanding Health Literacy

Aim:

Health literacy is about individuals having enough knowledge, understanding, skills and confidence to use health information, to be active partners in their care, and to navigate health and social care systems.

This course aims to increase participants' understanding of health literacy and its impact on health and wellbeing and to explore the available tools and resources that can support individuals with their health literacy.

Learning outcomes:

By the end of this course participants will have:

- an understanding of the hidden problem of health literacy, and its extent in Scotland
- the ability to recognise barriers for individuals in accessing and understanding health information and being actively involved in their own care
- considered different techniques and tools for communicating more effectively with individuals and enabling them to better manage their own health.

Who should attend?

This course is particularly relevant to NHS Fife and Fife Health and Social Care staff who may be required to discuss health related issues with patients and service users.

Course length:

2 hours (afternoon)

Date:

October 25th 2017,
Cameron Hospital, Leven

Facilitators:

Louise Hutton,
Senior Information and
Resources Facilitator,
Fife Health & Social Care
Partnership

Laura Henderson,
Senior Health Promotion Officer
- Training,
Fife Health & Social Care
Partnership

This workshop can also be delivered in-house to suit the needs of your team, agency or service.

Please contact
fife-uhb.hittraining@nhs.net
to discuss.

Cost: Free Apply for a place at www.healthyfife.net

Healthy Young Lives

Course length:

One day

Date:

November 21st 2017,
Fife Voluntary Action, Glenrothes

Facilitators:

Lesley Pringle,
Community Education Worker,
Fife Council

Yvonne Wynia,
Health Improvement Practitioner
- Children & Young People,
Fife Health & Social Care
Partnership

Aim:

To increase the knowledge and skills of those working with young people in how they can contribute to improving health and wellbeing, addressing risk taking behaviour and tackling health inequalities for young people with whom they work.

Learning outcomes:

By the end of this course participants will have:

- identified the main factors which influence young people's health and wellbeing
- explored the underlying causes of risk taking behaviour in young people
- knowledge of how their own practice impacts upon the health and wellbeing of young people
- discussed the main approaches within health promotion which improve the health and wellbeing of young people
- identified which approaches can be adopted within their own practice to improve health and risk taking behaviours in young people.

Who should attend?

Anyone who works with young people in any setting in Fife, including foster carers.

The Impact of Domestic Abuse on Children and Young People

Aim:

To increase awareness of children and young people's experiences of domestic abuse and how this impacts on their lives. To develop an understanding of the prevalence and potential consequences of domestic abuse on children and young people.

Learning outcomes:

By the end of this course participants will have:

- an understanding of the difficulties and complexities facing children and young people experiencing domestic abuse (CYPEDA)
- an awareness of issues around disclosure of domestic abuse
- knowledge of how to provide appropriate and effective support to CYPEDA
- an understanding of safety planning for children and families
- identified a range of support services and other resources available locally and nationally.

Who should attend?

This course is for anyone who works with young people and their families, such as youth workers, nursery nurses, health visitors, school nurses, teaching and non-teaching staff, social workers, community workers and support workers from services such as mental health, addictions and family support.

Cost: Free Apply for a place at www.healthyfife.net

Course length:

One day

Dates:

October 4th 2017,
Queen Anne High School,
Dunfermline

January 24th 2018,
Lynebank Hospital, Dunfermline

Facilitators:

Fiona Duncan,
Gender Based Violence Nurse
Advisor,
NHS Fife

Lynda Dargie,
Learning & Development Officer,
Fife Domestic and Sexual Abuse
Partnership

The Impact of Homelessness on Health

Course length:

One day

Date:

February 26th 2018,
Cameron Hospital, Leven

Facilitators:

Louise Walkup,
Homeless Customer
Participation,
Fife Council

Tracy Henderson,
Homeless Liaison Team Leader,
NHS Fife

Aim:

To raise awareness of frontline staff about the impact of homelessness issues on health and to increase their knowledge of the services and support available.

Learning outcomes:

By the end of this course participants will have:

- an increased understanding of the issues around and impact of homelessness on health
- explored the links between health and homelessness and client centred approaches to service delivery
- an increased knowledge of what different services provide and how to access them and how to encourage the development of local networks
- an increased knowledge and understanding of the prevention of homelessness and the development of prevention services in Fife.

Who should attend?

This course is for anyone who provides support in Fife to people experiencing homelessness. This could include all frontline staff working in housing services, the local office network, voluntary sector, homeless projects, social work, primary care, A&E, hospitals, mental health nurses and school nurses.

Improving Health for Adults with Learning Disabilities

Aim:

To increase participants' knowledge and understanding of the health needs of adults with learning disabilities and to explore the key role that staff have in supporting adults with learning disabilities to make healthy lifestyle choices.

Learning outcomes:

By the end of this course participants will have:

- an increased awareness of health needs for adults with learning disabilities
- identified factors which influence health
- explored the role that staff have in promoting healthy lifestyle choices for adults with learning disabilities
- identified support services for staff working in this area.

Who should attend?

Those from the public or voluntary sector and carers who are supporting adults with learning disabilities and who can have a direct influence on the health and wellbeing of adults with a learning disability.

Course length:

One day

Dates:

September 20th 2017,
Cameron Hospital, Leven

February 27th 2018,
Cameron Hospital, Leven

Facilitators:

Seona MacDonald,
Community Learning Disability
Liaison Nurse,
Fife Health & Social Care
Partnership

Jennifer Smith,
Community Learning Disability
Liaison Nurse,
Fife Health & Social Care
Partnership

Cost: Free Apply for a place at www.healthyfife.net

Raising Awareness of Gypsy/Traveller Communities

Available on NHS Fife LearnPro

This Gypsy Traveller e-learning module has been developed by NHS Fife, NHS 24, Scottish Ambulance Service, The Centre for Equalities Fife and other partners and is now available to NHS Fife staff on LearnPro. The module raises knowledge and awareness of the history and culture of Gypsy travellers and the health inequalities experienced by this ethnic group.

If you do not have access to LearnPro, you can request a paper copy of the resource which can be added to your own e-learning site provided you acknowledge the source.

Contact: Dianne Williamson
Equality and Human Rights Lead
NHS Fife

email: dianne.williamson@nhs.net

Understanding Diversity

Aim:

This practical workshop will enhance participants' understanding of and ability to respond to the diverse needs of the people that they work with in order to ensure that the services they provide are as inclusive as possible.

Learning Outcomes:

By the end of this workshop participants will have:

- increased knowledge of the diverse nature of the population of Fife
- increased understanding of the Equality Act 2010 and what this may mean in practice
- considered creative approaches to improving engagement with people with diverse needs
- considered good practice in providing an inclusive service.

Who should attend?

This course is open to all NHS, local authority and voluntary sector staff who work with individuals, families or communities in Fife.

Course length:

Half day

Dates:

October 24th 2017 (morning),
Cameron Hospital, Leven

March 7th 2018 (afternoon),
Lynebank Hospital, Dunfermline

Facilitator:

Nina Munday,
Manager,
Fife Centre for Equalities

Cost: Free Apply for a place at www.healthyfife.net

Where's Dad?

Course length:

One day

Dates:

November 15th 2017, Cameron Hospital, Leven

Facilitators:

Chris Mieztis, Family Nurture Co-ordinator (Family Nurture Approach), Fife Council

Kevin Scott, Development Worker, Clued-Up

Aim:

To enable participants to consider the implications of their practice on the role of fatherhood.

Learning outcomes:

By the end of this course participants will have:

- the ability to identify aspects of their practice they intend to change to be more father inclusive
- improved value and understanding of the difference in males
- developed an understanding of the messages men, boys and workers receive about parenthood and families
- developed improved knowledge, skills and confidence to engage with young male carers and carers successfully.

Who should attend?

All staff working with parents, families, children and young people.

This workshop can also be delivered in-house to suit the needs of your agency, team or partnership group.

Please contact
fife-uhb.hittraining@nhs.net
to discuss.

Training Available from the Information and Resources Centre

The Information and Resources Centre (IRC) provides resources and materials to anyone working with the population in Fife on health improvement. We have a collection of over 2000 resources on a wide range of health promotion topics. Resources are available in various formats such as leaflets and posters, pull-up exhibitions, teaching packs, interactive models, books and reports, games, DVDs, CDs and displays.

Our full range of resources can be viewed by accessing our online catalogue HPAC (Health Promotion Access Catalogue). The catalogue is quick and easy to use with images and links to our resources. To register and browse HPAC visit our website at <http://hpac.fife.scot.nhs.uk/>.

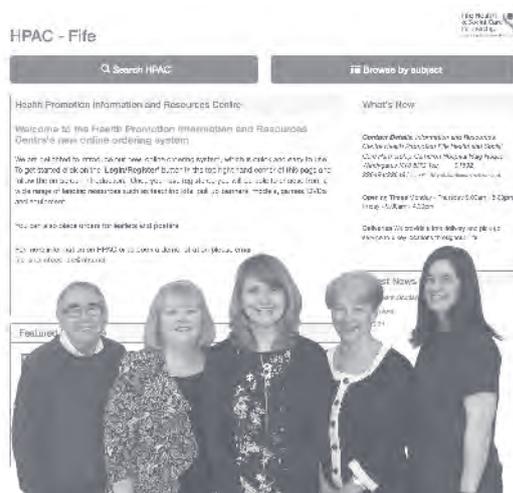
The following training and informal support is available to assist users to access IRC services:

- How to search and order health promotion resources using HPAC.
- How to plan and deliver a health event or campaign.
- How to access reliable health information.

This training can be offered on a one-to-one basis or can be tailored to meet the needs of particular groups.

For more information please contact IRC on 01592 226494 or email fife-uhb.infocentre@nhs.net

HPAC (Health Promotion Access Catalogue)





section

Priority Health Improvement Topics

Drug and Alcohol Awareness

Food, Physical Activity and Health

Mental Health

Oral Health

Sexual Health

Tobacco issues

Workplace

Alcohol and Drug Awareness

Course length:

Half day (morning)

Dates:

September 11th 2017,
Town House, Kirkcaldy

January 25th 2018,
Town House, Kirkcaldy

Facilitator:

Rebecca Shovlin,
Policy Officer,
Fife Alcohol & Drug Partnership

Aim:

To raise awareness of alcohol and drugs and to increase participants' knowledge of the issues surrounding these topics.

Learning outcomes:

By the end of this course participants will have:

- increased knowledge on alcohol and drugs
- information on agencies in Fife for alcohol and drug support
- information on how to direct individuals to services.

Who should attend?

Any professional who would like to gain a basic awareness of alcohol and drug issues and agencies in Fife.

This course is particularly aimed at those who work with the public and may come into contact with individuals who have alcohol or drug issues.

Alcohol Brief Intervention with Young People

Aim:

To enable participants to increase their knowledge, skills and confidence in the brief intervention approaches required to raise the issue of alcohol with young people.

Learning outcomes:

By the end of this course participants will have:

- considered when and how to proactively raise the issue of alcohol with young people
- the ability to deliver key components of brief interventions
- a toolkit of resources to use with young people
- explored the concept of follow-up or referral with young people.

Who should attend?

This course is for anyone who is in a position to provide young people with information which will enable them to make informed decisions about the consumption of alcohol. This includes youth workers, school nurses, teaching and non-teaching staff, social workers and community workers.

Course length:

One day

Date:

February 21st 2018,
Clued Up, Kirkcaldy

Facilitators:

Laura Crombie,
Service Manager, Clued Up

Vicky Wilson,
Community Education Worker,
Fife Council

Cost: Free Apply for a place at www.healthyfife.net

Drug Overdose Awareness

Course length:

Half day (morning)

Dates:

September 28th 2017,
Town House, Kirkcaldy

January 24th 2018,
Town House, Kirkcaldy

Facilitator:

Rebecca Shovlin,
Policy Officer,
Fife Alcohol & Drug Partnership

Aim:

To raise awareness of drug overdose prevalence, risk factors, symptoms and effective intervention.

Learning outcomes:

By the end of this course participants will have:

- increased knowledge of drug overdose prevalence, risk factors, symptoms and effective intervention
- information on agencies in Fife for alcohol and drug support, including the provision of Naloxone
- information on how to respond to individuals affected by, or at risk of, overdose.

Who should attend?

Anyone who would like to gain a basic awareness of issues surrounding overdose.

This course is particularly aimed at those who work with the public and may come into contact with individuals who may be at risk of overdose.

Introduction to Alcohol Brief Intervention

Aim:

To provide participants with the basic knowledge and skills required to raise the issue of alcohol with clients and to explore methods of support.

Learning outcomes:

By the end of this course participants will have:

- considered when and how to proactively raise the issue of alcohol with clients
- a toolkit of resources to use with clients.

Who should attend?

This training course is open to staff who work to help and support people to explore alcohol-related issues promoting behaviour change in either a one-to-one or group setting.

Course length:

Half day

Dates:

October 31st 2017 (afternoon),
Lynebank Hospital, Dunfermline

March 8th 2018 (morning),
Cameron Hospital, Leven

Facilitators:

Helen Hutton,
Outreach Counselling
Coordinator,
Fife Alcohol Support Service

Katie Provan,
Health Promotion Officer -
Workplace,
Fife Health & Social Care
Partnership

Kerry Watson,
Harm Reduction Nurse,
Addaction Fife

Cost: Free Apply for a place at www.healthyfife.net

An Introduction to Food and Health

Course length:

Half day (morning)

Date:

November 23rd 2017,
Lynebank Hospital, Dunfermline

February 8th 2018,
Cameron Hospital, Leven

Facilitators:

Lyndsay Clark,
Senior Health
Promotion Officer
- Food & Health,
Fife Health & Social Care
Partnership

Vicki Bennett,
Health Promotion Dietitian,
Fife Health & Social Care
Partnership

Aim:

The aim of the course is to provide participants with a basic understanding of healthy eating, nutrition and health.

Learning outcomes:

By the end of this course participants will have:

- an appreciation of the importance of a healthy diet and its impact on health
- an understanding of the Eatwell guide and its key messages
- an appreciation of how to put healthy eating into practice.

Who should attend?

This course is suitable for anyone who is interested in food and health, for example those who require some basic knowledge of healthy eating to support them in the workplace.

NB: This course is **not** suitable for those with a REHIS Elementary Food and Health certificate

Child Healthy Weight: Raising the Issue and Supporting Children and Young People in Fife

Aim:

This session will explore the opportunities to support children and young people in Fife where unhealthy weight (overweight) is an issue.

Learning outcomes:

By the end of this course participants will have:

- relevant information to share about the service and the criteria for referral
- increased understanding of Child Healthy Weight - BEST in Fife (Be active, Eat well, Stay healthy and Together in Fife)
- increased knowledge and skills to support health behaviour change
- increased confidence to raise the issue of Child Healthy Weight
- information on resources available.

Who should attend?

This course is of particular relevance to anyone working with children and young people 2-15 years and their families. Health Professionals, AHP's, public and voluntary sector staff will have the opportunity to discuss raising the issue of child healthy weight and leave the session with increased understanding and confidence.

Cost: Free Apply for a place at www.healthyfife.net

Course length:

3 hours (morning)

Dates:

November 7th 2017,
Lynebank Hospital, Dunfermline

March 21st 2018,
Cameron Hospital, Leven

Facilitator:

Kathryn McLay,
Child Healthy Weight
Practitioner,
Fife Health & Social Care
Partnership

Fiona Todd,
Child Healthy Weight
Practitioner,
Fife Health & Social Care
Partnership

This workshop can also be delivered in-house to suit the needs of your agency, team or partnership group.

Please contact
fife-uhb.hittraining@nhs.net
to discuss.

Cooking with the Community - Community Food Champion Training

Course length:

Three days

Date:

January 17th 2018 (full day),
January 24th 2018 (full day),
January 31st 2018 (full day),
Kelty Community Centre, Kelty
(Practical Workshop)

Facilitators:

Lyndsay Clark,
Senior Health Promotion Officer -
Food & Health,
Fife Health & Social Care
Partnership

Vicki Bennett,
Health Promotion Dietitian,
Fife Health & Social Care
Partnership

Iain Anderson,
Community Food Development
Worker,
Fife Council

Aim:

To enable participants to increase their confidence in planning and delivering practical food and health cooking workshops and enabling them to become a Fife Food Champion.

Learning outcomes:

By the end of this course participants will have:

- a greater understanding of the importance of food hygiene and food and health
- understood the importance of the role of food hygiene and healthy eating in delivering food workshops and how to appropriately integrate the key messages into their work
- understood what makes a good facilitator and what tools are available to support food and health related work
- increased their skills and confidence to plan and deliver practical food related workshops
- an improved understanding of the role of monitoring and evaluating.

Who should attend?

Those with a role or professional interest in developing and delivering practical food/cookery workshops within their own organisations.

NB: Participants who already hold a current certificate in Food Hygiene (within the last 5 years) are exempt from the Food Hygiene Training element. Food and Health and Food Hygiene elements are certificated courses through REHIS (Royal Environmental Health Institute of Scotland).

Cost: Free Apply for a place at www.healthyfife.net

Eat Well, Be Active, Feel Good!

Encouraging Healthy Eating and Physical Activity with Adults

Aim:

To provide participants with the knowledge of and access to, resources that encourage adults to adopt healthier lifestyles through healthy eating and physical activity.

Learning outcomes:

By the end of this course participants will have:

- familiarity with the new guidelines for promoting physical activity and reducing sedentary behaviour
- an understanding of the key messages for healthy eating and physical activity in adults
- an understanding of the risk factors associated with poor diet and physical inactivity
- awareness of the importance of behaviour change in adopting healthier lifestyles
- awareness of the sensitive issues surrounding poor diet and inactivity and how to raise them
- increased knowledge of available resources and techniques that encourage healthy eating and physical activity
- increased confidence to support others to adopt healthier lifestyles through healthy eating and physical activity.

Who should attend?

This course is for anyone who is in a position to provide adults with the support to improve their lifestyles through healthy eating and physical activity.

Cost: Free Apply for a place at www.healthyfife.net

Course length:

One day

Date:

October 25th 2017,
The Bay Hotel, Kinghorn

Facilitators:

Lyndsay Clark,
Senior Health Promotion Officer -
Food & Health,
Fife Health & Social Care
Partnership

Vicki Bennett,
Health Promotion Dietitian,
Fife Health & Social Care
Partnership

Fiona Ashton-Jones,
Physical Activity Co-ordinator,
Fife Council

Elementary Food and Health

The Royal Environmental Health Institute of Scotland (REHIS) Level 1 Course

Course length:

One day

Dates:

November 15th 2017,
The Bay Hotel, Kinghorn

Facilitators:

Lyndsay Clark,
Senior Health Promotion Officer -
Food & Health,
Fife Health & Social Care
Partnership

Vicki Bennett,
Health Promotion Dietitian,
Fife Health & Social Care
Partnership

Aim:

This basic level course gives an appreciation and understanding of food and nutrition and their effects on health.

Please Note: This is not Elementary Food Hygiene

Learning outcomes:

By the end of the course participants will have:

- an increased knowledge of basic nutrition and health
- an understanding of the function of food in the diet in relation to health
- acquired knowledge of food and health to help improve/influence the diet and health of the people that they work with.

On successful completion of a short multiple choice assessment participants will receive the REHIS Elementary Food and Health Certificate.

Who should attend?

Those working directly and indirectly with food, including healthcare staff, staff in the hospitality industry, leisure industry, education and community co-operatives and cafes.

Girls and Young Women, Physical Activity and Self Esteem

Aim:

To enable participants to support girls and young women, particularly those with low self-confidence and poor self esteem to be more physically active.

Learning outcomes:

By the end of this course participants will have:

- explored what is meant by “self esteem” and identified some of the factors which impact upon it
- identified and recognised the links between low mood, low self esteem and physical activity in girls and young women
- identified ways in which they may be able to support teenage girls to be more active by addressing barriers
- recognised their own role in supporting behaviour change in their contact with girls and young women
- shared ideas and identified strategies for supporting increased and sustained levels of physical activity.

Who should attend?

This course will enable participants to further engage with teenage girls to build their confidence and self-esteem to access physical activity opportunities, thus improving their physical and mental health.

Course length:

One day

Date:

November 22nd 2017,
The Bay Hotel, Kinghorn

Facilitators:

Moira Fitzpatrick,
Active Schools Co-Ordinator,
Fife Council

Fiona Ashton-Jones,
Physical Activity Co-Ordinator,
Fife Council

Cost: Free Apply for a place at www.healthyfife.net

Physical Activity and Long Term Conditions: Fife Sports & Leisure Trust (FSLT) Health Programmes

Course length:

Half day (morning)

Dates:

November 22nd 2017,
Cowdenbeath Leisure Centre,
Cowdenbeath

February 7th 2018,
Cowdenbeath Leisure Centre,
Cowdenbeath

Facilitators:

Jacquie Stringer,
Health & Physical Activity
Manager,
Fife Sports & Leisure Trust

Fiona Prendergast,
Health & Wellbeing Co-ordinator,
Fife Sports & Leisure Trust

Aim:

To raise awareness of the importance of physical activity for clients living with a long term condition and of the health classes and programmes available through FSLT that they can be referred to.

Learning outcomes:

By the end of this course participants will have:

- knowledge of physical activity guidelines and the risks of inactivity
- knowledge of the importance of physical activity for clients living with long term conditions
- awareness of health and inequality programmes available through FSLT that can support those living with a long term condition to become more active
- knowledge of how to refer into these programmes.

For more information on the health programmes available through FSLT, please visit <http://www.fifeleisure.org.uk/index.cfm/health-and-wellbeing/>

Who should attend?

Those from NHS Fife, Fife Health & Social Care Partnership local authority or voluntary sector who work with clients who have a long term condition and would benefit from being physically active.

play@home Training

Aim:

To raise awareness of promoting physical activity to agencies working with families and children under 5 years.

Learning outcomes:

By the end of this course participants will have:

- an increased awareness of the need to promote physical activity
- gained an understanding of the play@home toolkit
- had the opportunity to deliver and/or take part in practice sessions from the handbook
- explored how they can apply the toolkit in their own setting
- an awareness of additional resources and their availability
- the confidence to deliver training to other groups.

Who should attend?

Anyone working with children under 5 in health, local authority or voluntary sectors who have experience in childcare, early education, physical activity and health promotion.

Course length:

2.5 hours (afternoon)

Dates:

November 2nd 2017,
Cameron Hospital, Leven

March 12th 2018,
Cameron Hospital, Leven

Facilitators:

Claire Ewing,
Community Education Worker,
Fife Council

Moira Fitzpatrick,
Active Schools Co-Ordinator,
Fife Council

Emma Fyfe,
Community Education Worker,
Fife Council

Zoe Taylor,
Teen Project Worker,
Fife Gingerbread

This workshop can also be delivered in-house to suit the needs of your agency, team or partnership group.

Please contact
fife-uhb.hittraining@nhs.net
to discuss.

Cost: Free Apply for a place at www.healthyfife.net

Seated Exercise for the Frail Older Adult

Course length:

Three days

Dates:

September 21st, 22nd & 29th
2017,
Lochgelly Centre, Lochgelly

Facilitators:

Sheila Lathangie,
Cardiac Rehab Instructor/
Exercise Referral Instructor,
Fife Sports & Leisure Trust

Moira Bell,
Senior Physiotherapist, NHS Fife

Aim:

This course will enable participants to conduct a seated exercise programme to a small group of frail older people within a supervised location, e.g. wards, day centres or care homes.

Learning outcomes:

By the end of this course participants will have:

- the ability to identify recommendations for exercise for the frail older adult
- the ability to recognise the benefits of physical activity and chair based exercise
- the ability to identify the changes associated with ageing and its related medical conditions
- the ability to demonstrate a physical activity session with a range of safe and effective exercises.

Participants will be assessed by a 30 question multiple choice paper and demonstrate a physical activity session.

Who should attend?

This course is for health and social care and voluntary sector workers responsible for promoting physical activity with frail older adults.

Cost: £50. This course is accredited by Fife College and provides 4 credit points at SCQF Level 5.

Volunteer Walk Leader Training

Aim:

To provide participants with the practical skills and knowledge necessary for them to lead health walks safely and effectively.

Learning outcomes:

By the end of this course participants will have:

- knowledge of the main benefits of regular walking and the barriers to physical activity
- an understanding of the recommended amount and type of physical activity for health benefits
- an understanding of the roles and responsibilities of a walk leader
- a practical understanding of the purpose and components of a health walk
- the skills to recognise potential hazards on a health walk
- experienced a demonstration health walk.

Who should attend?

Voluntary sector, NHS Fife staff, local authority and anyone with an interest in physical activity.

Course length:

One day

Date:

March 28th 2018,
Lochore Meadows Country Park,
Lochgelly

Facilitator:

Vivienne McNiven,
Project Officer, Bums Off Seats,
Active Fife

Cost: Free Apply for a place at www.healthyfife.net

Insight

“The course gave me the knowledge and confidence to set up a walk and talk group with the students I work with. I wouldn’t have necessarily thought of having this group before attending the course. I now know what to put into place to ensure the sessions are safe and enjoyable.”

Student Guidance Worker
Volunteer Walk Training

Other Sources of Physical Activity Training

Active Fife delivers a wide range of courses including coach education for specific sports as well as TOPS, playground games and general physical activity and sport. The Active Fife Team includes Active Schools, Sports Development, Outdoor Education and Physical Activity. Please note, courses and training fees may vary.

For further information about these courses please email physicalactivity.enquiries@fife.gov.uk or go to www.fifedirect.org.uk/activefife or contact Active Fife on 01383 602393.

The physical activity team can also provide flexible training for 8 or more participants to meet the needs of specific workforces.

For further information and discussion please email physicalactivity.enquiries@fife.gov.uk

Fife Sports & Leisure Trust (FSLT), Health & Physical Activity Team can deliver a talk or presentation to your service or team raising awareness of the importance of physical activity when living with a long term condition and how you can refer to a health class, delivered by highly skilled instructors at FSLT and community venues.

For further information contact:

Jacquie Stringer, Health & Physical Activity Manager
Jacquie.Stringer@fifeleisure.org.uk

or visit <http://www.fifeleisure.org.uk/index.cfm/health-and-wellbeing>



An Introduction to Breastfeeding

Course length:

Half day (morning)

Dates:

October 3rd 2017,
Lynebank Hospital, Dunfermline

March 6th 2018,
Lynebank Hospital, Dunfermline

Facilitator:

Gina Graham,
Breastfeeding Support
Co-ordinator,
Fife Health & Social Care
Partnership

Lisa Cruickshank,
Specialist Dietitian,
Fife Health & Social Care
Partnership

This workshop can also be delivered in-house to suit the needs of your team, agency or service. Please contact fife-uhb.hittraining@nhs.net to discuss.

Aim:

To ensure participants are familiar with current maternal and infant nutrition guidelines, the evidence that supports them and the importance of creating supportive environments for breastfeeding.

Learning outcomes:

By the end of this course participants will have:

- awareness of the importance of early nutrition for health
- awareness of the value of breastfeeding and why breastfeeding matters
- a basic understanding of how breastfeeding works
- an appreciation of barriers to successful breastfeeding
- awareness of the importance of creating a supportive environment for breastfeeding
- awareness of referral pathways for additional support.

Who should attend?

Those who work with pregnant women/new mothers and families, who discuss infant feeding as part of their role. For example, health visiting team support staff, maternity services support staff, local authority staff such as: early years workers, nursery staff and voluntary sector staff.

Breastfeeding

Breastfeeding Management Primary Course

Training in breastfeeding management that meets UNICEF UK Baby Friendly Initiative standards is a mandatory requirement for NHS Fife staff who provide care for pregnant women and breastfeeding mothers.

As the majority of maternity and health visiting staff have now undertaken this training as part of achieving and maintaining BFI accreditation, this course will now be delivered jointly for maternity and health visiting staff as numbers allow.

Course length: 2 days

Participants from partner organisations who require in depth training on breastfeeding management are also welcome to attend.

Breastfeeding Management Updates

The aim of these updates is to review and practice the clinical skills necessary to support women in establishing and maintaining breastfeeding. Also, to provide an opportunity to identify and discuss current issues in breastfeeding and maintaining BFI standards.

Breastfeeding Updates will now be provided at locality level.

Course length: Half day

Participants from partner organisations who have previously attended the Breastfeeding Management Primary Course are also welcome to attend.

For further information or to discuss your training needs please contact:

Gina Graham, Breastfeeding Support Coordinator (Community staff)
g.graham@nhs.net or 01383 565293

Donna Robertson, Infant Feeding Advisor (Maternity staff)
donnarobertson@nhs.net or 07810 637767

Infant Formula Feeding

Course length:

Half day (morning)

Dates:

September 25th 2017,
Cameron Hospital, Leven

February 22nd 2018, Lynebank
Hospital, Dunfermline

Facilitator:

Gina Graham,
Breastfeeding Support
Co-ordinator,
Fife Health & Social Care
Partnership

Aim:

To ensure participants have evidence based, unbiased information about infant formula milk and its appropriate use in infant nutrition.

Learning outcomes:

By the end of this course participants will have:

- an awareness of the key constituents of and recent changes to, the composition of infant formula milks
- familiarity with current recommendations for the safe preparation and storage of infant formula
- familiarity with Baby Friendly Initiative best practice standards for mothers who choose to formula feed their infant.
- an awareness of the International Code of Marketing of Breast Milk Substitutes and the NHS Fife Breastfeeding Policy related to the advertising of infant formula.

Who should attend?

All those who have contact with pregnant women/new mothers and families and who discuss infant feeding as part of their role. For example, public health team staff, maternity services staff, local authority staff such as early years workers, nursery staff and voluntary sector staff.

Introduction to Complementary Feeding: Weaning

Aim:

To equip participants with evidenced based knowledge about the appropriate introduction of complementary foods (weaning) as part of a healthy diet.

Learning outcomes:

By the end of this course participants will have:

- familiarity with current recommendations and the supporting evidence for introducing weaning foods
- familiarity with the Healthy Start Scheme and recommendations for/availability of Healthy Start vitamins
- awareness of opportunities and examples of good practice in facilitating weaning sessions for parents.

Who should attend?

All those who have contact with pregnant women/new mothers and families and who discuss infant feeding/weaning as part of their role. For example, public health team staff, maternity services staff, local authority staff such as early years workers, nursery staff and voluntary sector staff.

Course length:

Half day

Dates:

September 7th 2017 (morning),
Cameron Hospital, Leven

January 9th 2018 (morning),
Lynebank Hospital, Dunfermline

March 22nd 2018 (afternoon),
Cameron Hospital, Leven

Facilitator:

Lisa Cruickshank,
Specialist Dietitian,
Fife Health & Social Care
Partnership

Cost: Free Apply for a place at www.healthyfife.net

ASIST (Applied Suicide Intervention Skills Training)

Course length:

Two days

Dates:

September 6th & 7th 2017,
The Bay Hotel, Kinghorn

November 2nd & 3rd 2017,
The Bay Hotel, Kinghorn

January 30th & 31st 2018,
Lynebank Hospital, Dunfermline

Facilitators:

Derek Magee,
Contact Point Organiser,
Barony Housing Association

Helen Hutton,
Outreach Counselling
Coordinator,
Fife Alcohol Support Service

John Kennedy,
Area Coordinator,
Drug and Alcohol
Psychotherapies Limited

Sarah White,
Counsellor,
Fife Alcohol Support Service

Steve McLaren,
Warehouse Supervisor,
Furniture Plus

Aim:

To enable people working and living in Fife to recognise invitations for help and to intervene to prevent the immediate risk of suicide and thereby reduce suicide rates in the longer term.

Learning outcomes:

By the end of this course participants will have:

- the ability to recognise invitations for help
- learned how to reach out and offer support
- the ability to review the risk of suicide
- the ability to apply a suicide intervention model
- the ability to link people with community resources.

Who should attend?

This is an important course for anyone working in frontline services, where suicide prevention and risk assessment skills are required.

Insight

“I work with a vulnerable client group and often face situations where clients express suicidal intentions. Attending ASIST training has helped me greatly in dealing with these incidents. I now go into ‘ASIST mode’ automatically to work through a wide range of situations. The course has made me realise the importance of talking openly about suicide and has given me the confidence to do so.”

Support Worker, Voluntary Sector

Applied Suicide Intervention Skills Training

Building Self Esteem in Boys and Young Men

Course length:

Two days

Date:

October 24th & 25th 2017,
The Bay Hotel, Kinghorn

Facilitators:

Chris Mieзитis,
Family Nurture Co-Ordinator
(Family Nurture Approach),
Fife Council

Kevin Scott,
Development Worker, Clued Up

Aim:

To enable participants to consider the implications of self esteem in the lives of boys and young men.

Learning outcomes:

By the end of this course participants will have:

- examined what is meant by self esteem and emotional resourcefulness
- developed an understanding of the inner and outer world of boys and young men
- identified practical strategies to support emotional resourcefulness and self esteem
- identified how workers can model positive behaviours and attitudes.

Who should attend?

All staff working to support boys and young men on a one-to-one or group basis.

safeTALK

Aim:

To enable participants to recognise and engage people who might be having thoughts of suicide and to connect them with community resources trained in suicide intervention.

Learning outcomes:

By the end of this course participants will have:

- awareness that people at risk of suicide are often not given help due to cultural myths and misinformation
- the ability to recognise when a person might be having thoughts of suicide
- the skills to be able to engage that person in direct and open talk about suicide
- the ability to move quickly to connect them with someone trained in suicide intervention who can review the risk and develop a plan to reduce the risk of harm or death.

Who should attend?

safeTALK is designed to be an introductory course for anyone interested in learning to be suicide aware.

Course length:

3 hours

Dates:

September 5th 2017 (afternoon),
Cameron Hospital, Leven

October 10th 2017 (afternoon),
Lynebank Hospital, Dunfermline

March 20th 2018 (morning),
Cameron Hospital, Leven

Facilitator:

Derek Magee,
Contact Point Organiser,
Barony Housing Association

Cost: Free Apply for a place at www.healthyfife.net

Scotland's Mental Health First Aid

Course length:

Two days

Dates:

September 27th & 28th 2017,
The Bay Hotel, Kinghorn

November 8th & 9th 2017,
The Bay Hotel, Kinghorn

February 7th & 8th 2018,
Lynebank Hospital, Dunfermline

Facilitators:

Charlotte MacIntosh,
Sessional Worker,
Fife Health & Social Care
Partnership

Helen Hutton,
Outreach Counselling
Coordinator,
Fife Alcohol Support Service

Sarah White,
Alcohol Counsellor,
Fife Alcohol Support Service

Aim:

To raise awareness of mental health and wellbeing issues and to provide participants with basic crisis first aid skills training.

Learning outcomes:

By the end of this course participants will have:

- an increased knowledge about mental health issues in Scotland
- increased their skills and confidence in recognising the signs of mental health problems or suicidal thoughts
- the ability to provide initial help and guidance towards appropriate professional help
- explored issues around recovery.

This course includes sessions on attitudes, recovery, alcohol and drugs, suicide, listening skills, self harm, depression, anxiety and psychosis.

Who should attend?

This course would suit anyone who is interested in developing their knowledge and skills in supporting someone with a mental health problem or suicidal thoughts.

Insight

“We now feel more confident in addressing mental health issues with our patients and feel much clearer about how this fits into our role. Previously we felt we were stepping outside our remit by discussing mental health issues with our patients. Now we recognise that this is a core and very important part of our role. We have also improved our knowledge of local specialist mental health services that we can refer patients to, and have since developed very good working links with some of these services.”

Specialist Nurses

Scotland’s Mental Health First Aid

Scotland's Mental Health First Aid: Young People

The second e-learning component will take approximately 4 hours. At the end of this there is a reflective writing exercise of not less than 500 words which must be submitted within 4 weeks.

CPD certificates will only be awarded to those candidates who complete all three parts.

Course length:

One day

Dates:

November 9th 2017,
Lynebank Hospital, Dunfermline

March 15th 2018,
Cameron Hospital, Leven

Facilitators:

Charlotte MacIntosh,
Sessional Worker,
Fife Health & Social Care
Partnership

Yvonne Wynia,
Health Improvement Practitioner
- Children & Young People,
Fife Health & Social Care
Partnership

Aim:

To show how mental health first aid can be applied, in both crisis and non-crisis situations, to a range of common mental health problems that people aged 11 to 17 years may face.

Learning outcomes:

By the end of this course participants will have:

- the ability to recognise the signs of mental health problems or distress
- increased their skills and confidence to ask about mental distress
- the ability to provide initial support
- knowledge of how to guide a person towards appropriate professional help.

This course includes content on: depression, anxiety, suicide, self harm, eating disorders, alcohol and drugs and cyber bullying.

Who should attend?

This course is aimed at adults, including parents/carers, teachers, youth workers, sports coaches, social workers or others who are working or living with young people aged between 11 and 17 years old.

Please note: This course uses a blended learning approach which includes two e-learning modules and a participatory session.

The first e-learning component will take approximately 3 hours and must be completed 2 weeks prior to the participatory session.

The participatory session will involve 1 full day's training.

Cost: Free Apply for a place at www.healthyfife.net

Steps for Stress Workshop

Aim:

This introductory course aims to support participants to increase their knowledge and confidence in supporting individuals with mild signs of stress and poor mental health.

Learning outcomes:

By the end of this course participants will have:

- a broad understanding of the risk factors that affect positive mental health and wellbeing
- the ability to recognise the signs and symptoms of stress and poor mental health
- increased awareness of the factors that promote positive mental health and wellbeing
- increased awareness and confidence in using the Steps for Stress resources effectively with workers and service users.

Who should attend?

Anyone supporting others within their work role (employees, service users, volunteers) presenting with signs of stress or mild/moderate mental health conditions.

Course length:

One day

Dates:

November 30th 2017,
The Bay Hotel, Kinghorn

February 27th 2018,
Carnegie Conference Centre,
Dunfermline

Facilitators:

Annemarie Smith,
Health Promotion Officer -
Workplace,
Fife Health & Social Care
Partnership

Kelly Higgins,
Mental Health Training
Coordinator,
Fife Health & Social Care
Partnership

Cost: Free Apply for a place at www.healthyfife.net

Supporting Mental Health and Wellbeing in Children and Young People

Course length:

One day

Dates:

September 14th 2017,
Playfield Institute, Stratheden

March 8th 2018,
Carnegie Conference Centre,
Dunfermline

Facilitators:

Eugene Adams,
Primary Mental Health Worker,
Fife Child and Mental Health
Services (CAMHS)

Alastair Barbour,
Primary Mental Health Worker,
Fife CAMHS

Katie Jamison,
Primary Mental Health Worker,
Fife CAMHS

Kate Fahy-Lang,
Primary Mental Health Worker,
Fife CAMHS

Aim:

This course is an opportunity to think together about the mental health and wellbeing of children and young people. It aims to promote resiliency and self compassion and to empower frontline workers to meet young peoples' emotional wellbeing needs. It is designed to explore our understanding of mental health in terms of what is a normal response to life events and how to respond appropriately when behaviour becomes a concern. We will provide ideas, as well as practical resources and techniques for use with the young people you work with.

Learning outcomes:

By the end of this course participants will have:

- increased awareness of infant and child development and how this impacts on emotional wellbeing
- increased awareness of emotional and mental wellbeing in the teenage years
- explored practical strategies for promoting mental wellbeing in young people
- learned skills in self compassion and how to maintain our own wellbeing
- made links with CAMHS Primary Mental Health Workers for support and consultation if required.

Who should attend?

Anyone directly working with children and young people.

Cost: Free Apply for a place at www.healthyfife.net

Managing Self Harm: Adults

Aim:

To increase people's knowledge and understanding of self harm and increase people's confidence when working with an adult who self harms.

Learning outcomes:

By the end of this course participants will have:

- gained an understanding of the definition of self harm and what it includes
- gained an understanding of the theories behind self harm
- used experiential exercises to understand and engage with someone who self harms
- gained an understanding of ways to help an adult manage their self harm.

Who should attend?

Anyone who would like to gain more knowledge of the subject and professionals working with adults who self harm.

Course length:

One day

Dates:

September 13th 2017,
The Bay Hotel, Kinghorn

February 28th 2018,
The Bay Hotel, Kinghorn

Facilitators:

Sophie Carmichael,
Recovery Practitioner, Penumbra

Ola Taylor,
Development Worker, Penumbra

Cost: Free Apply for a place at www.healthyfife.net

Understanding Self Harm: Children and Young People

Course length:

One day

Dates:

September 28th 2017,
Playfield Institute, Stratheden

November 23rd 2017,
Playfield Institute, Stratheden

January 18th 2018,
Playfield Institute, Stratheden

Facilitators:

Aileen McGurk,
Senior Nurse Therapist, CAMHS,
Fife Health & Social Care
Partnership

Linda Page,
Senior Nurse Therapist, CAMHS,
Fife Health & Social Care
Partnership

Rachel Thomson,
Senior Nurse Therapist, CAMHS,
Fife Health & Social Care
Partnership

Susan Matson,
Clinical Lead, CAMHS,
Fife Health & Social Care
Partnership

Aim:

This course aims to demystify and clarify the processes underlying self harm and empower workers to respond in a thoughtful and helpful way.

Learning outcomes:

By the end of this course participants will have:

- shared and discussed professional and personal dilemmas
- viewed self harm in a broader context
- identified life events underlying self harm
- furthered their understanding of 'how it works' for people
- shared and promoted ideas on helpful and unhelpful responses to self harm.

Who should attend?

This course is relevant to anyone who may come into contact with children and young people who self harm.

Working with Young Women on Self Esteem

Aim:

To help participants understand the impact that self esteem has on young women's ability to make positive choices in their lives and to develop fun yet practical ways of working with young women.

Learning outcomes:

By the end of this course participants will have:

- explored concepts of self esteem for us and the girls/young women we work with
- considered how our own self esteem affects our work with young women
- explored what damages and builds self esteem
- explored behaviour that may arise from different self esteem levels.
- the course provides a practical 'toolkit' for working with young women and is experiential in nature.

Who should attend?

This course is relevant to anyone who works to support girls and young women on a one-to-one or group basis.

Course length:

Two days

Dates:

October 2nd & 3rd 2017,
The Bay Hotel, Kinghorn

February 20th & 21st 2018,
The Bay Hotel, Kinghorn

Facilitators:

Yvonne Wynia,
Health Improvement Practitioner
- Children & Young People,
Fife Health & Social Care
Partnership

Charlotte MacIntosh,
Sessional Worker,
Fife Health & Social Care
Partnership

Moira Fitzpatrick,
Active Schools Co-ordinator,
Fife Council

Kerry Jones,
Support Worker,
Fife Gingerbread

Claire Davidson,
Support Worker,
Clued-Up

Cost: Free Apply for a place at www.healthyfife.net

Oral Health for People with Physical and Learning Disabilities

Course length:

Half day (morning)

Dates:

November 8th 2017,
Cameron Hospital, Leven

February 22nd 2018,
Cameron Hospital, Leven

Facilitators:

Sharon Carruthers,
Oral Health Principal,
Fife Health & Social Care
Partnership

Alison Ramsay,
Oral Health Promoter,
Fife Health & Social Care
Partnership

Aim:

To increase the knowledge and understanding of the oral health needs of people with disabilities and to explore the key roles that staff have to maintain good oral health for their service users.

Learning outcomes:

By the end of this course participants will have:

- the ability to recognise the importance of oral health to general health and wellbeing
- explored the role that carers have in prevention of dental disease
- the ability to manage specific complications and identify oral hygiene methods.

Who should attend?

Those from the public or voluntary sectors and carers who are supporting people with physical or learning disabilities and who can have a direct influence on the oral health of people within their care.

Are You Ready? Supporting Young People to Delay Early Sexual Activity

Aim:

To raise awareness why early sexual activity (under the age of 16) is a problem, the reasons why young people have early sex and what lies behind this. The training will also look into the strategies, which will enhance the empowerment of young people to make positive decisions for themselves.

Learning outcomes:

By the end of this course participants will have:

- an awareness of the causes and effects of engaging in early sex and some of the research findings
- an understanding of the 'Are You Ready?' approach
- explored a range of practical ways of working with young people to help them to make positive and healthy decisions for themselves
- have access to the 'Are You Ready?' - 10 Strategies Toolbox
- considered the concept of 'readiness' for young people and knowledge of a decision making resource they can use to assess this.

Who should attend?

This course is for anyone who works with 10-15 year olds who are vulnerable to becoming sexually active whilst not being ready, such as youth workers, school nurses, sexual health nurses, hub nurses, teaching and non teaching staff, social workers, community workers and volunteers.

Cost: Free Apply for a place at www.healthyfife.net

Course length:

Half day (morning)

Date:

September 27th 2017,
Cameron Hospital, Leven

Facilitators:

Yvonne Wynia,
Health Improvement Practitioner
- Children & Young People,
Fife Health & Social Care
Partnership

Tara Irvin,
Health Promotion Officer -
Children & Young People,
Fife Health & Social Care
Partnership

Condom Distribution Training

Course length:

Half day (morning)

Date:

November 13th 2017,
Lynebank Hospital, Dunfermline

Facilitator:

Emma Little,
BBV and Sexual Health
Development Officer,
Fife Health & Social Care
Partnership

Aim:

This is a half day course designed to increase/refresh participants' knowledge and understanding of issues related to sexually transmitted infections (STIs) and unwanted pregnancy and to increase confidence in addressing these issues with clients.

Learning outcomes:

By the end of this course participants will have:

- an understanding of the promotion of condoms as a method of contraception
- an understanding of the types and range of condoms available and how to order from the Fife Condom Distribution Scheme
- information about how to access specialist sexual health services
- an understanding of the confidentiality, child protection and the Fraser guidelines
- an understanding of their role and the impact they can have on their client group.

Who should attend?

Those currently working with young people, injecting drug users or people living with HIV. Those who wish to be part of the Fife Condom Distribution Scheme providing free condoms to those who may be at risk from blood borne viruses, sexually transmitted infections or unwanted pregnancy.

Introduction to Blood Borne Viruses

Aim:

This is a half day course designed to increase participants' knowledge and understanding of issues related to blood borne viruses (BBVs) such as Hepatitis B, Hepatitis C and HIV from a social, emotional and physical viewpoint and to increase confidence in addressing these issues with clients.

Learning outcomes:

By the end of this course participants will have:

- an understanding of the prevalence and transmission routes of Hepatitis and HIV
- an understanding of testing, treatments and their possible side effects
- an understanding of the psychological and social impact of living with a BBV.

Who should attend?

Those currently working with clients affected by BBVs who wish to increase their general awareness around issues relating to Hepatitis and HIV.

Those with a limited understanding of BBVs and HIV issues who wish to increase their knowledge and skills in order to be better informed when dealing with clients.

Course length:

Half day (morning)

Dates:

November 1st 2017,
Victoria Hospital, Kirkcaldy

February 6th 2018,
Lynebank Hospital, Dunfermline

For further information and extra training dates please contact Steve Walker at stevewalker1@nhs.net or on 01592 729267.

Facilitator:

Steve Walker,
Workforce Development Lead,
Fife Health & Social Care
Partnership

Cost: Free Apply for a place at www.healthyfife.net

Introduction to Lesbian, Gay, Bisexual and Transgender (LGBT) Issues

Course length:

Half day (morning)

Date:

October 13th 2017, Victoria Hospital, Kirkcaldy

Facilitator:

Terrance Higgins Trust

Aim:

To increase participants' knowledge and understanding of lesbian, gay, bisexual and transgender (LGBT) issues and to explore effective means of supporting and including LGBT people within working practices.

Learning outcomes:

By the end of this course participants will have:

- an increased knowledge and understanding of issues facing LGBT communities
- an increased competence and confidence to address LGBT issues within their workplace and working practice
- identified sources of support and information for workers and clients
- an increased awareness of their own values and attitudes
- a better understanding of LGBT legislation.

Who should attend?

People working with a wide range of client groups who would like to improve their general awareness and understanding of LGBT issues. Those who have little or no prior experience of addressing LGBT issues within their work and would like to gain more knowledge and skills in this area. Those wanting an introduction to exploring effective practice in relation to LGBT issues.

Making Choices Keeping Safe: Relationships and Sexual Wellbeing for People with Learning Disabilities

Aim:

This course will increase participants' knowledge and understanding of the needs of people with learning disabilities regarding relationships and sexual wellbeing. It will also enable participants' to increase their confidence in supporting people with learning disabilities in the area of relationships and sexual wellbeing.

Learning outcomes:

By the end of this course participants will have:

- increased knowledge of Fife's Relationship & Sexual Wellbeing Best Practice Guidance
- had the opportunity to explore values and attitudes in relation to relationships and sexual wellbeing for people with learning disabilities
- increased skills and confidence needed to support people with learning disabilities in this area
- increased awareness of the legal position regarding sexual health for people with learning disabilities
- identified sources of support, information and resources for people with learning disabilities and staff.

Who should attend?

Multi-agency staff (frontline and managers) from NHS Fife, Fife Council, third sector and voluntary organisations, parents and carers working with young people and adults with learning disabilities who wish to increase their knowledge and confidence when supporting people with relationships and sexual wellbeing.

Cost: Free Apply for a place at www.healthyfife.net

Course length:

One day

Date:

November 16th 2017,
The Bay Hotel, Kinghorn

Facilitator:

Louise Howie,
Community Learning Disability
Charge Nurse,
Fife Health & Social Care
Partnership

Sexual Health: It's Everyone's Business

Course length:

One day

Date:

January 25th 2018, Lynebank Hospital, Dunfermline

Facilitators:

Emma Little,
BBV and Sexual Health
Development Officer,
Fife Health & Social Care
Partnership

Yvonne Wynia,
Health Improvement Practitioner
- Children & Young People,
Fife Health & Social Care
Partnership

Aim:

To equip the wider Fife workforce to promote positive sexual health and wellbeing. It will also enable participants to increase their confidence in supporting individuals they are working with regarding their sexual health.

Learning outcomes:

By the end of this course participants will have:

- had the opportunity to explore values and attitudes in relation to relationships, sexual health and wellbeing
- increased skills and confidence needed to support individuals and groups they are working with in this area
- an understanding of the holistic model of sexual health
- an awareness of what the law in Scotland says in regards to: consent, rape and sexual assault, pornography, confidentiality and child protection, underage sexual activity, child sexual exploitation
- awareness of further resources and support.

Who should attend?

This course will be of interest to anyone working with young people or adults who wish to increase their knowledge and confidence when supporting people with regard to relationships, sexual health and wellbeing.

Cost: Free Apply for a place at www.healthyfife.net

Raising the Issue of Second Hand Smoke and 'The Protection of Children'

Aim:

To equip participants with the knowledge and skills to actively support parents/carers to reduce children's exposure to second hand tobacco smoke.

Learning outcomes:

By the end of this course participants will have:

- gained knowledge and awareness of the national "Second Hand Smoke" campaign
- an increased knowledge in how to define second hand smoke and understand its effects on children's health
- the ability to explore common beliefs around second hand smoke exposure
- the skills to discuss the benefits of having a smoke free home and car
- learned how to assess the occurrence of children's exposure to second hand smoke
- the ability to explore hints and tips on creating a smoke free home and car.

Who should attend?

This course is for anyone who is in a position to support parents/carers to reduce children's exposure to second hand smoke such as health visitors, midwives, nursery staff, school nurses, early years/family support workers, social workers and youth workers.

Course length:

Half day (morning)

Date:

November 10th 2017,
The Bay Hotel, Kinghorn

Facilitators:

Fiona Lockett,
Tobacco Prevention Officer,
Fife Health & Social Care
Partnership

Kay Samson,
Tobacco Co-ordinator,
Fife Health & Social Care
Partnership

Cost: Free Apply for a place at www.healthyfife.net

Smoking and Cannabis: Methods and Approaches

Course length:

One day

Date:

March 22nd 2018,
The Bay Hotel, Kinghorn

Facilitator:

Nylivet Consultancy,
Freelance Trainer

Aim:

To provide participants with the knowledge and skills to enable more effective engagement with tobacco and cannabis users.

Learning outcomes:

By the end of this course participants will have:

- gained an understanding of tobacco and cannabis use
- an increased knowledge of the types of cannabis and the variation in strength and quality
- learned about the short and long term effects of cannabis use
- gained an understanding of cannabis risks and how to address them
- knowledge of how to implement harm reduction strategies with users
- more confidence in discussing smoking and cannabis with users.

Who should attend?

Stop smoking advisors, drug workers, teachers and social workers encounter cannabis use more frequently than any other controlled drug. Despite this many workers feel under confident when addressing cannabis use. Some workers may not feel that cannabis use is an issue, while other may believe that there is little scope for education, harm reduction or addressing dependency. This course is to help workers gain knowledge and confidence in working with smoking and cannabis users. In the current economic climate debt advisors will benefit from this course.

Cost: Free Apply for a place at www.healthyfife.net

Young People and Tobacco Issues

Aim:

To support those who work with young people to raise the issue of tobacco use, using a range of methods, resources and approaches.

Learning outcomes:

By the end of this course participants will have:

- learned about smoking trends and young people
- an awareness of the differences between adult and adolescent smokers
- an insight into why young people start smoking and what issues may affect them stopping smoking
- increased knowledge of methods of engagement with young people to enable discussion on tobacco issues
- gained practical skills to tackle the subject of smoking and tobacco control with young people
- considered the application of a stop smoking programme for young people
- the confidence to discuss issues surrounding smoking prevention and tobacco control with young people.

Who should attend?

This course is for anyone who is in a position to provide young people with information which will enable them to make informed decisions about tobacco use, such as youth workers, school nurses, teaching and non teaching staff, social workers and community workers.

Cost: Free Apply for a place at www.healthyfife.net

Course length:

One day

Date:

February 2nd 2018,
The Bay Hotel, Kinghorn

Facilitator:

Nylivet Consultancy,
Freelance Trainer

Insight

“I have managed to discuss smoking individually with some of our pupils wishing to stop smoking. I’m now better informed. I’ve never smoked and have always found it hard to appreciate why it’s so difficult to stop. The course gave really good tips on how to deliver smoking education sessions.”

School Teacher

Young People and Tobacco Issues

Alcohol and Drugs in the Workplace

Aim:

The training is designed to give information and guidance to employers to help deal with workplace issues on both alcohol and drugs. Delivered through blended learning the course consists of an e-learning component followed by 3 hours face-to-face training. It provides managers and supervisors with the information, knowledge and skills required to deal effectively with alcohol and drugs at work.

Learning outcomes:

By the end of this course participants will have:

- increased awareness of the impact of alcohol and drugs in Scotland and specifically in the workplace
- increased knowledge of the responsibilities of managers in dealing with alcohol and drugs at work
- increased skills, as a manager, in identifying and addressing alcohol and drug use at work.

Who should attend?

Employers, managers, supervisors and anyone with responsibilities for line managing staff.

Course length:

Half day (morning)

Dates:

October 4th 2017,
The Vine Venue, Dunfermline

February 14th 2018,
Cameron Hospital, Leven

Facilitators:

Katie Provan,
Health Promotion Officer -
Workplace,
Fife Health & Social Care
Partnership

Helen Hutton,
Outreach Counselling
Coordinator,
Fife Alcohol Support Service

Cost: Free Apply for a place at www.healthyfife.net

Elementary Health and Safety

The Royal Environmental Health Institute of Scotland (REHIS)

Course length:

One day

Dates:

September 21st 2017,
The Bay Hotel, Kinghorn

February 22nd 2018,
City Chambers, Dunfermline

Facilitators:

Peter Ager,
Consumer and Business
Education Team, Fife Council

Alan Gow,
Occupational Health & Safety
Adviser, Health Promotion,
Fife Health & Social Care
Partnership

Aim:

Moving on from a basic awareness of health and safety issues, this one day REHIS accredited course is for workers requiring a greater understanding and knowledge of health and safety matters and how to apply them in their own workplace.

Learning outcomes:

By the end of this course participants will have:

- an increased knowledge and understanding of health and safety subjects, for example: risk assessment; hazardous substances; first aid and manual handling
- an understanding of the assistance available from Health Promotion Workplace Team and Fife Council Consumer and Business Education Team in relation to fulfilling their statutory obligations and promoting good health, safety and wellbeing in the workplace.
- on successful completion of a short multiple choice assessment participants will receive the REHIS Elementary Health and Safety Certificate.

Who should attend?

This course is suitable for those with an interest in health and safety in small and medium-sized enterprises (SMEs) and voluntary sector organisations including new business start-ups and established workplaces.

Cost: £125. SMEs/voluntary organisations actively engaged with Health Promotion Workplace Team may be entitled to one free place on this course. Please confirm eligibility for this offer by contacting a member of the Health Promotion Workplace Team on 01592 226561 or hwlwife@nhs.net

Apply for a place at www.healthyfife.net

Health and Safety: A Basic Guide

Aim:

This is a basic level course to increase participants' awareness and understanding of their statutory requirements in relation to occupational health and safety. There is a focus on the basic requirements, current enforcement priorities and the help available from the Health Promotion Workplace Team and partner organisations.

Learning outcomes:

By the end of this course participants will have:

- an increased knowledge of the basic requirements for occupational health and safety related to small businesses
- an awareness of current 'hot' health and safety topics
- an understanding of the assistance available from Health Promotion Workplace Team in relation to fulfilling their statutory obligations.

Who should attend?

Those with an interest in health and safety in small businesses and voluntary sector organisations including new business start-ups and established workplaces.

Course length:

Half day (morning)

Dates:

November 7th 2017,
The Vine Venue, Dunfermline

January 23rd 2018,
The Vine Venue, Dunfermline

Facilitator:

Alan Gow,
Occupational Health & Safety
Adviser, Health Promotion
Workplace Team,
Fife Health & Social Care
Partnership

Cost: Free Apply for a place at www.healthyfife.net

Mentally Healthy Workplace Training for Managers

Course length:

One day

Dates:

October 26th 2017,
The Bay Hotel, Kinghorn

January 25th 2018,
Carnegie Conference Centre,
Dunfermline

For further training dates across
Scotland, please visit
www.healthyworkinglives.com

Facilitators:

Annemarie Smith,
Health Promotion Officer -
Workplace,
Fife Health & Social Care
Partnership

Kelly Higgins,
Mental Health Training
Coordinator,
Fife Health & Social Care
Partnership

Aim:

This course aims to develop and share good practice in promoting positive mental health and wellbeing, thereby contributing to a more open workplace culture.

Learning outcomes:

By the end of this course participants will have:

A broad understanding of mental health and an increased awareness of mental health issues in the workplace

Identified the key issues that contribute to a mentally healthy workplace

Improved their skills and confidence in dealing with mental health and wellbeing in the workplace

Raised awareness of managers' legislative responsibilities.

Please note: This course uses a blended learning approach which includes an e-learning module and participatory session. The e-learning component will take approx 2 hours and must be completed 2 weeks prior to the participatory sessions.

Who should attend?

This course is for employers, managers, HR leads and supervisors only.

How to apply

Please read the course aim and learning outcomes carefully in order to ensure that your chosen course is the right one for you.

Then either:

- complete the online application form on: www.healthyfife.net or
- complete the application form included at the back of this programme and return via post (please photocopy and fill in for each course you wish to attend).

Training course applications require your manager's name and contact details and for you to tick the box to indicate that you have read and accepted the booking conditions. If these details are missing we will return the form to you.

Places are **not** offered on a first come first served basis. You will be notified via email approximately 4 weeks prior to the course if your application has been successful.

If your course is oversubscribed and you do not receive a place, you may be contacted at short notice should there be a cancellation.

Cancellations

Due to the high demand for places on courses we ask that if you need to cancel, you provide us with as much notice as possible to allow us to reallocate the place. Cancellations at short notice (less than 48 hours) and non-attendance may jeopardise your place on future courses.

Evaluation and feedback

We ask all participants to evaluate each training course they attend in order to

inform and shape our future practice. We welcome feedback on individual courses and any other aspect of the training programme. If you have suggestions, ideas or information, or would like to get involved in the training service in any way, please contact us on 01592 226488/226561 or fife-uhb.HITraining@nhs.net.

Accessibility

Our aim is that training courses are accessible for all. If you have any specific dietary or access requirements, including alternative formats, please indicate these on your application form or by contacting us on 01592 226488/226561 or fife-uhb.HITraining@nhs.net and we will do our best to accommodate your requirement.

Booking Conditions

By applying for a health improvement training course I agree that:

- If I have to cancel my place on a course, I will give the Health Improvement Training Team as much notice as possible
- I will not attend a training course without having previously received a confirmation email
- I will try not to arrive late for a training session. If I am more than 30 minutes late, I understand that I may be asked to leave and re-apply for an alternative date
- I will not attend a course if I cannot stay until the stated finish time. I will cancel my place and re-apply for an alternative date
- I will only receive a certificate if I attend the full duration of the course.

Health Promotion Fife
Health Promotion Training
Application Form

Name

Job Title

Organisation

Address

.....

Tel Mobile

Email

(Email is our main form of contact: please use an email that you check regularly)

Specific dietary or access requirements, including alternative formats:

.....

Name of training course you wish to apply for

.....

Course date

Please specify which division you work in:

NHS Fife Acute division

NHS Fife Corporate Directorates

Health & Social Care Fife wide division

Health & Social Care east division

Health & Social Care west division

Voluntary Sector

Local Authority

Private/Commercial

Further/Higher Education

For completion by your line manager:

I authorise the above member of staff to attend this training course

Name Job Title

Tel Email

Data Protection

Information gathered from this form will only be used for the administration and evaluation of the services provided by the Health Promotion Training Team.

Please return this form to: **Training Coordinator, Health Promotion Service, Haig House, Cameron Hospital, Leven, KY8 5RG**
email fife-uhb.HITraining@nhs.net

It may be necessary to contact course participants by email, so please ensure that you provide us with an up-to-date and accurate email address that you are able to access regularly.

Places are **not** offered on a first come first served basis. You will be notified approximately 4 weeks prior to the course if your application has been successful.

**Please photocopy
the application form
opposite and complete
one form for each course
you wish to attend.**

Or apply for a place at:

www.healthyfife.net



NHS Fife provides accessible communication in a variety of formats including for speakers of community languages or for those who require easy read versions. Formats are also provided for those who speak BSL or read Braille. A text messaging service is available for those who are Deaf or Hard of Hearing which will help you communicate with NHS services.

To find out more about accessible formats and the text messaging service contact fife-UHB.EqualityandHumanRights@nhs.net or phone 01592 729130.

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