



## Managing Safely in Healthcare

IOSH Accredited

### Course Information

This programme is accredited by the Institution of Occupational Safety and Health (IOSH), a highly respected professional body and registered charity, incorporated by Royal Charter. Many organisations consider this course as part of the standard requirement for them to achieve corporate governance. All managers who have completed this course have found it helpful in improving their total quality management and overall job performance.

### Aims

**The course aims to provide an understanding of the legal and business case for proactive health and safety management, and to give guidance on effective risk management and integrated governance.**

### Overview

The course covers healthcare risk management and specific issues – including healthcare governance, occupational stress, conflict management and healthcare infection prevention and control. The course ensures the standardisation of health and safety core knowledge across the healthcare sector, and it can be finely tuned to meet individual organisational requirements, UK-wide inspection standards and is HSE-compliant.

### Who should attend?

The programme is aimed at directorate managers, ward managers and departmental managers working within a healthcare setting. Former delegates have come from public and private sectors including acute care, primary care, mental healthcare, nursing homes, hospices and healthcare regulatory bodies.

### About the programme

The course runs over four days, either in a solid block or one/two day(s) at a time over consecutive weeks. The course can be delivered in-house (or at a convenient location by arrangement). Course content is divided into modules covering:

- Integrated Governance
- Risk assessment
- Risk management
- Health and safety law
- Understand your responsibilities
- Patient Safety
- Safety management systems
- Hazardous substances
- Infection prevention and control
- Occupational health
- Fire
- Workplace safety
- Communication

### Certification

An IOSH Certificate in Managing Safely is awarded to all those who attend the course and successfully complete both the written and practical assessments.



## Teaching, learning and assessment

The programme is delivered by a team of IOSH approved tutors and healthcare professionals; all with higher level qualifications in risk management and health and safety. The team, as well as being highly qualified presenters are also healthcare practitioners with extensive experience of applying theory to practice in a healthcare setting.

### Following completion of this course delegates should:

- Understand the importance of health and safety in the NHS (and the private sector) and its close relationship with clinical and non-clinical risk management
- Have essential knowledge of healthcare and NHS related risks assessment and risk management, relevant to their service needs
- Understand the role of corporate and clinical governance, and statutory and mandatory bodies
- Have a practical understanding of risk assessment in relation to healthcare- including key concerns such as patients' safety, Infection control, violence and aggression and manual handling.

In addition, delegates will be able to:

- a. Assist employers in meeting legal requirements,
- b. Promote improved standards of health and safety within their organisation.
- c. Assess workplaces and work activities for Occupational Health and Safety risks,
- d. Initiate and organise, with the appropriate Specialist, a risk assessment programme where this has not already been started.
- e. Initiate and review risk assessments, with the appropriate Specialists, in general and special Health & Safety areas.
- f. Seek advice, assistance and support in occupational health and safety areas from the appropriate specialist.

### Assessment

Understanding of the course material is evaluated by means of a written assessment paper consisting of 22 multi-format questions and a risk assessment project based on the application of tools and techniques covered during the programme. Delegates are given detail guidelines and generous support to ensure full participation and understanding.

### Delegate costs

Four-day course: £725.00 inclusive, per person. Fees are negotiable for large groups, extra tuition, different venues and self-funding RCN members.

**Course Dates for 2011: Venue: King Edward VII Hospital, London, W1G 6AA**

4-day course (May 2011) Fully-subscribed – no places remaining

<b>4-day course (June):</b>	<b>Week 1:</b>	Wednesday	22 June 2011	09.00 – 17.00 hrs
		Thursday	23 June 2011	09.00 – 17.00 hrs
	<b>Week 2:</b>	Tuesday	28 June 2011	09.00 – 16.30hrs
		Wednesday	29 June 2011	09.00 – 16.30hrs
<b>4-day course (September):</b>	<b>Week 1:</b>	Wednesday	21 Sept 2011	09.00 – 17.00 hrs
		Thursday	22 Sept 2011	09.00 – 17.00 hrs
	<b>Week 2:</b>	Tuesday	27 Sept 2011	09.00 – 16.30hrs
		Wednesday	28 Sept 2011	09.00 – 16.30hrs
<b>4-day course (Oct/Nov):</b>	<b>Week 1:</b>	Monday	24 Oct. 2011	09.00 – 17.00 hrs
		Tuesday	25 Oct. 2011	09.00 – 17.00 hrs
	<b>Week 2:</b>	Tuesday	01 Nov. 2011	09.00 – 16.30hrs
		Wednesday	02 Nov. 2011	09.00 – 16.30hrs

### Additional information

LPDG offers consultancy and training services in the healthcare sector.

**Further information:** Tel +44 (0)20 8362 9900. e-mail: [info@lpdg.co.uk](mailto:info@lpdg.co.uk). register online: [www.lpdg.co.uk](http://www.lpdg.co.uk)