

# UNISON

## Continuing Professional Development Programme 2015

**All courses are only open to UNISON members unless otherwise stated and are free.  
Courses will be held in UNISON Belfast unless otherwise stated**

### **Professional Accountability, Record Keeping and the NMC Code 10am – 4pm Thurs 19<sup>th</sup> Feb**

Although accountability is often perceived as being something to do with blame it is better defined as being able to account for one's actions. However, a practitioner may also be responsible for the actions of another if care was delegated inappropriately. This study day will examine the ways in which health care staff may be asked to justify their decisions. It will include sessions on maintaining good electronic and hard copy records, understanding Data Protection, Freedom of Information legislation, local policy and NMC guidance. The day will also orientate participants to NMC regulation and explain Fitness to Practice proceedings. Case studies will be provided for discussion and the role of UNISON in supporting and representing members will be explained. It is targeted at nurses. It will be delivered by Dr Jane Wright who has a background in accident and emergency nursing, a nurse educator and a UNISON officer representing nurses facing Fitness to Practice issues.

### **Evidence Based Practice and the Link to NMC Revalidation 10am – 1pm Thurs 5<sup>th</sup> Nov**

How do we know we are doing this the best way possible? Increasingly we professionals are being asked to justify care decisions with strong evidence. This half day workshop is for nurses and explores what is meant by the terms such as: 'evidence base' and 'best practice'. It explains the work of NICE and the Cochrane Collaboration and describes how nurses can find how to make safe care decisions. The session will also explain why this doesn't always take place and give examples of both good and poor decision making in practice. As an addendum Revalidation for nurses will also be discussed. It will be delivered by Dr Jane Wright, nurse educator

### **Reflective Practice 10am – 4pm Tuesday 19<sup>th</sup> May**

Reflection for many people is a difficult concept to understand and relating this concept to real life and professional practice can be even more challenging. This day will explore reflection as an idea and as a lived experience. It will be suitable for students and practitioners across health and social care services. It will be delivered by Dugald McCullough, Open University Associate Lecturer

### **Handling Complaints and Concerns 1.30 – 4.30pm Fri 20<sup>th</sup> March**

This half study day explores why and how staff, patients and others express dissatisfaction with a service. Participants will examine the standards and frameworks for complaint handling and the roles of front line staff, complaints managers, RQIA, professional regulatory bodies, Patient and Client Council, Information Commissioner and the office of the Northern Ireland Ombudsman. Participants will understand the importance of monitoring complaints, concerns and compliments and will also consider how staff can be supported in order to deal positively when faced with a complaint. Special emphasis will be placed on developing effective communication skills relating to complaint management. Dr Jane Wright has a background in accident and emergency nursing and is also a nurse educator.

**Core Skills for Dementia** ½ day Tues 10<sup>th</sup> March 10am – 12.20pm or 2 – 4.30pm in UNISON Derry  
Full day 10am – 4pm Tues 21<sup>st</sup> April ; Tues 3<sup>rd</sup> Nov in UNISON Belfast

It aims to provide members with an understanding of the clinical condition of dementia, explore a psycho-social approach to people with dementia and to consider the meaning of behaviour that challenges in people with dementia. In addition the full day session will cover the issue of pain management in people with dementia. It will be delivered by Marilyn Beare, Open University Associate Lecturer

**Learning Disability & Dementia** (in partnership with ARC) 10am – 4pm Tues 21<sup>st</sup> April Fri 25<sup>th</sup> Sept  
(open to UNISON and ARC members)

This workshop will cover a range of aspects of dementia and how it relates to adults with a learning disability, including: what is dementia (concentrating specifically on how it affects everyday function for people diagnosed, using practical and experiential group activities), communication, difficult behaviours, meaningful activity, environmental modification/adaptation/design. It will be delivered by Moira Scanlon, an Occupational Therapist working with adults with a learning disability & dementia

**Talking about Death** 10am – 1pm Wed 11<sup>th</sup> March

“People who are dying do not take on the persona of someone else, but die as themselves” (*Death and Dying*, The Open University). Quality of communication can define the experience of death, yet it appears to present many challenges. Taboos, language, traditions and expectations are a few of the issues which may shape an individual’s experience at the end of life. This session will explore how we communicate with people who are approaching the end of their life, and provide an opportunity to share our understanding and perspectives on this normal, but extraordinary, experience. It will be delivered by Aine MacNamara, Open University

**Introduction to Palliative Care** 10am – 4pm Wed 20<sup>th</sup> May; Thurs 8<sup>th</sup> Oct

This one day workshop seeks to develop the knowledge, understanding and application of palliative care principles across a variety of care settings, community, care homes and hospital. By its nature palliative care encompasses physical, psychological, social and spiritual aspects of care to patients and their families. Linking these aspects to care delivery, the workshop will encourage those delivering care to reflect on current practice, and suggest ways in which future palliative care practice could be enhanced. It will be delivered by Mary Hawthorne, Open University Associate Lecturer

**Palliative Care Emergencies** 10am – 1pm Wed 29<sup>th</sup> April

The aim of this half day session is to provide members with an understanding of palliative care emergencies; and to explore what constitutes an emergency and how this can be managed. It will introduce participants to the signs, symptoms and management of conditions such as hypercalcaemia, hemorrhage, superior vena cava obstruction, seizures and spinal cord compression. It is open to all staff who engage with patients in receipt of end of life care in acute, care home and home care settings. It will be delivered by Sue Foster, Lecturer in Palliative Care (NI Hospice)

**Pain Assessment & Management in Palliative and End of Life Care** 1.30 – 4.30pm 24<sup>th</sup> Sept

The aim of this half day session is to enable participants to develop their understanding and skills in assessment and management of pain in patients with advanced progressive life limiting illness. It is open to all staff who engage with patients in receipt of end of life care in acute, care home and home care settings. The session will be delivered by a Hospice Nurse Specialist (NI Hospice).

**Pressure Ulcer Prevention 2 – 4pm Tues 3<sup>rd</sup> Feb in UNISON Derry (open to non members)**

Pressure sores are an increasing problem that affect thousands of people unnecessarily every year. They are painful, debilitating and can be life threatening. This session is targeted at care assistants and home care workers, who are at the forefront of early preventative interventions for clients/patients on this issue. It will introduce participants to the various stages of pressure ulceration as well as prevention strategies and reporting role when damage is found. It will be delivered by Jennifer Mullan, Tissue Viability Nurses Network NI. UNISON is part of the Your Turn campaign to raise awareness of pressure ulcer prevention. Further information is available at <http://www.your-turn.org.uk>

**Promoting Nutrition and Hydration for Older People 2 – 4.30pm Thurs 19<sup>th</sup> March (open to non members)**

As part of National Nutrition and Hydration Week we are running an event to showcase some good practice to support older people with nutrition and hydration in care home, day care, home care and acute settings. It will include input from Siobhan Shannon, a nurse in the Northern Trust and Charlotte Neville, Queens University Centre for Public Health. It will reference RQIA 2014 updated guidelines. This workshop is open to all but we are particularly encouraging catering staff, care assistants, home care and day care workers to attend.

**Understanding Challenging Behaviour in Learning Disability & Mental Health 10am – 4pm Wed 13<sup>th</sup> May**

Trying to understand why some individuals behave the way they do can be very difficult, numerous theories explain behaviour change and support the use of different interventions to bring about modifications in behaviour(s). This Challenging Behaviour course will give staff groups a good understanding of why Challenging Behaviour(s) occurs and how they can promote positive behaviour and possibly change behaviours of those who display Challenging Behaviour(s). By the end of the course the participants will have identified common functions of particular behaviours, reviewed possible causes of Challenging Behaviour and identified ways to support clients to change behaviour(s) as well as being able to respond appropriately to emotional arousal in others. It will be delivered by John Fisher, a practitioner and trainer who also supports vulnerable adults in the community

**Understanding Transgender/ Gender Variant Young People 10am – 4pm Thurs 14<sup>th</sup> May (open to non members)**

Transgender and gender dysphoria are topics which are often misunderstood. There are an increasing number of young people who are coming out as trans and their experience of education, health and social care services has been very mixed and sometimes hostile. This is a workshop for practitioners who want to be able to support young people around their gender identity. It will give you the opportunity to explore issues affecting young trans people in Northern Ireland including barriers to healthcare and education. This workshop will run by YouthNet and SAIL as part of the International Day Against Homophobia and Transphobia and is open to non members.

**Sexual Orientation Awareness Workshops (open to non members)**

The Rainbow Project offers half and full day awareness workshops to those working and volunteering in health, education and community/voluntary sector. UNISON encourages our members to attend. It is an excellent opportunity to explore issues such as language, the impact of homophobia/biphobia, ensuring inclusive services/classrooms, improving practice and meeting equality requirements. The half day offers a taster overview, while the full day enables participants to discuss topics in more depth.

**9.30 – 4.30pm 24 Feb (Derry); 10 Mar (Craigavon); 26 Mar (Belfast).**

**10.30am – 12.30pm or 1.30 – 3.30pm 10 Mar (Ballymena); 12 Mar (Antrim); 24 Mar (Newtownabbey)**

Please book directly with [Malachai@rainbow-project.org](mailto:Malachai@rainbow-project.org) 028 90319030

**Fundamentals of Autism 10am – 4pm Mon 1<sup>st</sup> June; Thur 8<sup>th</sup> Oct**

This workshop offers a basic knowledge and understanding of the main features associated with Autism Spectrum Disorder (ASD). Participants will acquire a fundamental understanding of common facts and myths related to autism; how autism may affect the individual's experiences and behaviour; intervention and support needs of individuals with an ASD. It will be delivered by Autism NI.

**Mental Health & Anxiety Mgt for Children & Young People with Autism 10am – 3.30pm Fri 3<sup>rd</sup> April**

This training session will provide participants with information on common mental health challenges that people with autism can experience. There will be a particular emphasis on the experience of anxiety, this will include depression, anxiety disorders and cognitive strategies to help manage anxiety. It will be delivered by Fiona McCaffrey, Middletown Centre for Autism

**Positive Behaviour Support for Children & Young People with Autism 10am – 3.30pm Fri 8<sup>th</sup> May**

This session will examine how the core features of autistic spectrum disorders can influence the behaviour of children and young people with this diagnosis. Finding the function of challenging behaviour will be highlighted as the starting point of any behaviour support plan. It will be delivered by Frances O'Neill, Middletown Centre for Autism

**Sensory Processing and Autism 10am – 3.30pm Thurs 1<sup>st</sup> Oct**

This training session will examine the sensory processing difficulties frequently associated with ASD and will demonstrate how these deficits impact upon learning, play, social interactions and behaviour in the school environment. The training will be divided into the following areas: Sensory processing difficulties associated with ASD; The impact of sensory processing on learning, play, social interactions and behaviour; Strategies to address sensory processing issues in the school environment and other contexts  
The training session will consist of a combination of presentations, practical activities and case study discussions and will be delivered by Kate Cullen, Middletown Centre for Autism

**Relationships and Sexuality Education for Young People with Autism 10am – 4pm Mon 9<sup>th</sup> Nov**

This session will examine the impact of adolescence on young people with autism. Participants will be shown how to incorporate behavioural interventions with visual strategies to help teenagers with autism cope with some of the typical issues of adolescence. The training will provide practical strategies that educational professionals may use to support teenagers with autism. It will also focus on the delivery of sex and relationships education for students with autism. It will be delivered by Frances O'Neill, Middletown Centre for Autism

**Suicide Awareness & Prevention (limited places) 10am – 4pm Wed 17<sup>th</sup> June; Wed 18<sup>th</sup> Nov**

This is a one day workshop which aims to give participants an understanding of the issues around suicide, why people consider it, risk factors, why someone may not ask for help, how to communicate safely with someone at risk; and support networks. This is open to any member who has an interest from a professional or personal perspective. It is delivered by PIPS, Belfast <http://www.pipscharity.com>

**Presentation and Public Speaking Skills ( limited places) 10am – 4pm Thurs 5<sup>th</sup> March**

This workshop is designed for people who lack confidence and/or skills in speaking in public situations. It is entirely skills focused and participants will have the opportunity to make a brief presentation (putting what you have learned into practice) and receive feedback in a constructive and safe environment. It is delivered by Helen Evan, Open University

**Creating and Maintaining Support for Service Users and Professionals 10am – 4pm Wed 15<sup>th</sup> April**

Emotional resilience is essential for workers in health and care services and the key to maintaining emotional resilience is interpersonal support. This workshop will provide the opportunity to understand a little of the psychodynamics of interpersonal support between workers and service users, and between colleagues in health and social care, and will also explore the ways in which interpersonal support can be built within groups of people. It will be delivered by Dugald McCullough, Open University Associate Lecturer

**Being Resilient in Challenging Situations 10am – 4pm Tues 24<sup>th</sup> Feb; Tues 6<sup>th</sup> Oct**

This one day workshop on resilience will enhance your enjoyment, confidence and skills in and out of the work place by providing a practical and theoretical framework that supports you and those you work with, applying the latest neuroscience on the brain/nervous system and its implications for our sense of self, identity in and out of the work place, and important negotiations with others. In addition it will refresh you by identifying your specific competences/strengths and unique selling points in and out of the work place. It is delivered by Rosie Burrows, BACP, SEP, Ph'D Resilience Practitioner, Trainer, Lecturer, Writer

**Getting Stuff Done: How to be More Productive and Stay Sane 10am – 1pm Tues 24<sup>th</sup> March**

We have all been to workshops which promised to show us ways of working faster and more productively. But as we know all too well, these don't really work, or at least not for long. This workshop will instead focus on the underlying principles behind good work habits and how these can enable you to prioritise your work and get things done. Drawing on the ideas of Franklin-Covey and David Allen, this workshop will also identify a number of practical actions that you can take which will support these principles and make you feel like you are in control of your work again. It will be delivered by Helen Evans from the Open University

**Power of Positive Thinking (limited places) 10am – 1pm Fri 10<sup>th</sup> April; Sat 16<sup>th</sup> May UNISON Derry ; Fri 30<sup>th</sup> Sept ; 6 – 9pm Wed 3<sup>rd</sup> June**

Has your get up and go got up and gone? This half day course is refreshing and interactive. You will learn how to motivate yourself and your staff. Learn the secrets of achievement and the power of positive thinking. Refocus, be focused and see the results. The course would be beneficial to participants on an individual basis and also in a management role. This course is delivered by Keith Latimer - Life Coach and NLP Practitioner

**Emotional Intelligence in the Workplace - what helps and what hinders? (limited places) 10am – 4pm Thurs 2<sup>nd</sup> April**

This interactive one-day workshop will explore the role of emotions in the workplace. For any team or project to be successful and effective, human relations need to be positive and emotionally intelligent leaders are aware of how feelings can help or hinder productivity and morale. Sometimes feelings such as anger, resentment, envy, fear and lack of trust or acceptance can not only prevent people from performing to their optimum but can also sometimes lead to dysfunctional behaviours such as resistance which may block progress in service delivery or development. Often these unproductive feelings are 'acted out' without conscious awareness and problems arise when the emotional intelligence of staff is perhaps under-developed. With this in mind, the workshop will highlight typical scenarios that can occur, including what can be done to acknowledge and address the impact of emotions in the workplace. The workshop will be run by Robin McRoberts from the Open University.

**Supporting Staff Through Difficult Times** (limited places) **10am – 4pm Thurs 4<sup>th</sup> June**

This interactive one-day workshop is aimed at staff who support others in a management, supervisory or mentoring role. Unanticipated and sometimes devastating life events may occur 'out of the blue' such as separation and divorce, chronic illness, unexpected loss etc. These difficult times can cause significant disruption to people, not only in their personal lives, but also in terms of their adjustment to work, not least of all extended sickness leave. The workshop will explore some of these events, their impact on employees and how best managers, supervisors and mentors can get alongside staff to support them through such crises and help them to return to optimum work performance. Research suggests that such support not only reduces absenteeism but also tends to enhance staff affiliation to their employer thereby increasing productivity and commitment. The workshop will be run by Robin McRoberts from the Open University.

**Everyone Can Be a Leader - exploring a 'distributed leadership' approach** (limited places)

**10am – 4pm Tues 15<sup>th</sup> Sept**

People may believe that leadership can only be provided on a 'top-down' basis by those in formal positions of authority. This interactive one-day workshop explores current thinking in relation to distributed or shared leadership which suggests that staff at all levels can provide leadership horizontally, even though this may be done on an informal basis. In an increasingly complex health and social care sector, leadership that is provided only on a vertical, hierarchical manner from the appointed leaders has considerable limitations. Working to set organisational or team goals, it is argued that service quality is more likely to be delivered when all members of a team share leadership responsibility, particularly in relation to their own area(s) of expertise. The workshop will examine the key skills, attitudes and culture that will enable the development of a distributed leadership approach. It will be run by Robin McRoberts, Open University.

**Introduction to Mindfulness** (limited places) **10am – 4pm Fri 1<sup>st</sup> May; Fri 12<sup>th</sup> June**

The practice of mindfulness emphasises listening to, observing and acknowledging emotional experiences and enables people to develop a more finely tuned awareness of their inner experiences and to cultivate an improved regulation of their emotional responses. There is a growing research base indicating its efficacy to promote physical, psychological and emotional wellbeing. It has been used to treat a range of problems including the management of mood disorders, chronic pain, arthritis, sleep disturbance, stress, chronic fatigue and professional burnout. It will be delivered by Monique Harte & Greg Kelly, University of Ulster, OT Dept

**Advancing Mindfulness Practice Course** (limited places) **10am – 4pm Tues 8<sup>th</sup> & Tues 15<sup>th</sup> Sept**

This two day workshop explores the growing evidence base the use of Mindfulness-Based Stress Reduction (MBSR) and Mindfulness-Based Cognitive Therapy (MBCT) in relieving physical pain and emotional suffering. Participants will be supported to begin their own mindfulness practice and to develop their own knowledge and skills of mindfulness based approaches in health care. Participants will be facilitated to skill share and consider strategies for the application of mindfulness within their individual work place. Participants must have completed an introductory mindfulness course to book on this workshop, as it will assume a working knowledge of mindfulness. It will be delivered by Monique Harte and Greg Kelly, University of Ulster OT Department

### **Mindfulness Practice for Health and Care Workers 10am – 1pm Fri 25<sup>th</sup> Sept**

"Please put your own oxygen mask on before helping others." Every flight attendant provides a simple yet profound teaching for those of us who work in health and social care - to be truly helpful to others we must begin with care for ourselves. Only when we develop greater awareness, steadiness of mind and self compassion, can we extend these qualities to the people we would help. Many people have found mindfulness practice to be of significant benefit in supporting the development of these personal qualities. This half day session is designed for health and care workers, professionals and family carers who already have some experience of mindfulness, and who wish to renew or strengthen their practice. You may already have some inkling that mindfulness can help avoid burnout and compassion fatigue, and you may already have a sense that it can help deepen your awareness, emotional balance and compassion for self and others. If so, this morning of mindfulness training is designed to help you re-invigorate and re-connect with your own mindfulness practice. It will be delivered by Dugald McCullough, Open University

### **Non UNISON Courses in the North West**

There are a range of providers in the North West offering some great courses, so rather than compete for learners, we are encouraging members to access what is already there.

**The Clear Project** offers a range of courses free in the North West including Mental Health First Aid, Safe Talk, Self Harm Awareness and Working with people affected by alcohol and drug misuse. These courses are targeted at people who are involved in the community/voluntary sector or volunteer in any local community, church, youth group etc You can get information on courses through <http://www.clearproject.co.uk/> or ring 028 7138 3386

If you work for the **Western Trust**, their Health Improvement Team run a wide range of mental health, resilience, nutrition, breastfeeding, drug and alcohol, get active type courses. These courses are sometimes available to those in the community and private sector. <http://www.westerntrust.hscni.net/HealthyLiving.htm> or ring 028 7186 5127

### **Some Other UNISON Member Benefits [www.unison.org.uk/for-members](http://www.unison.org.uk/for-members)**

You will need to quote your membership number – which you can get from our Belfast office 028 90270190

- Advice and representation on all workplace issues
- Legal services including employment, personal injury and non work related
- Free will – ring 0800 0857857 and they will send you a form
- 10% discount on a range of Open University modules and at the National Extension College
- Discount with Abbey Insurance 0870 6055222
- Nicholl Oils – price match guarantee and 1p off standard price per litre 08000 224422  
[www.nicholloils.com](http://www.nicholloils.com)
- Discounts on travel, eyecare, insurance, mortgages
- A charitable welfare fund and debt advice line 0800 389 3302 (open 24/7)
- Book grants
- Independent financial advice from Lighthouse Financial Services
- Grants for members on low income for school uniforms and winter fuel scheme

**Not yet in UNISON ring 028 90270190 for a form or join online [www.unison.org.uk/join](http://www.unison.org.uk/join)**

# UNISON Course Booking Form

Name \_\_\_\_\_

Address \_\_\_\_\_

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Email \_\_\_\_\_

Phone \_\_\_\_\_

Workplace \_\_\_\_\_

Job Role \_\_\_\_\_

I am interested in booking a place on the following courses

Course Name	Date
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**Please Return to Fidelma Carolan, UNISON, Galway House, 165 York St., Belfast BT15 1AL  
Fax 028 90327929 or email to Anne Campbell [A.Campbell2@unison.co.uk](mailto:A.Campbell2@unison.co.uk)  
All courses are free and lunch is provided. There is no travel allowance provided.**