

Distance Learning at York College



www.yorkcollege.ac.uk

Email: distance.learning@yorkcollege.ac.uk

Tel: 01904 770348

Welcome

Welcome to our new distance learning course guide.

York College has a range of distance learning courses especially designed with students in mind, so whether you are interested in developing your skills or working towards a new career in health and social care, there is a course for you.

We are committed to offering students exceptional quality and support from both teaching and non-teaching staff.

The Distance Learning Unit has strong, established links with an array of companies across York and North Yorkshire. We consult with, and work alongside, these employers to ensure we teach you the skills and knowledge you needed in your work.

I welcome the chance to discuss your training needs with you.

Kelly Beanland
Distance Learning Co-ordinator



The Distance Learning Unit

The Distance Learning Unit specialises in course provision to the health and social care sector. The wide range of courses can be studied in a number of different ways. The tutor-led programmes provide an introduction to the provision and can be delivered in the workplace, or any location of your choice. Alternatively, the distance learning programme allows more flexibility to fit coursework around other commitments. The learning can take place from work or home using specially prepared materials to work through a programme of study to achieve a Level 2 or 3 Certificate.

The Distance Learning Unit covers a comprehensive range of courses:

- Equality and Diversity
- Dementia Awareness
- Healthy Eating
- Palliative Care
- Safe Handling of Medicines
- Infection Control



Tutor Led Programme

The introductory tutor led courses are comprehensive, yet concise, and focus on key issues for employers. The course will take place over two half days (eight hours in total) at a location of your choice. For individuals, tutor-led courses will also take place at York College. We are flexible when organising the tutor led programme and will be more than happy to discuss convenient dates and times with you.

You will be provided with a set of learning materials which will be used with the support from a tutor. The materials contain information and activities covered during delivery. Where working towards an accredited qualification, an assessment will be completed at the end of the programme.

Distance Learning Programme

The distance learning courses are flexible in that attendance at York College is minimal. There is, however, a requirement for attendance at an induction where the enrolment process will be completed and the learning materials will be distributed and explained. The course should take approximately 20 weeks to complete.

A series of unit workbooks will be provided, they contain activities to provide the opportunity to practice skills and test learning. On completion of each unit there is an assessment to complete, based on a combination of knowledge and skills learned on the programme and work based activities and experience. A dedicated tutor will provide support and feedback throughout the programme. On completion of the distance learning course, a Level 2 or 3 Certificate will be achieved.

Entry Requirements

For both the tutor led and distance learning programme, there are no specific entry requirements. However, a basic level of numeracy and literacy is required.

Safe Handling of Medicines

Tutor Led - Introduction to the Safe Handling of Medicines

The course aims to provide an introduction to different medication and how it is dealt with safely within different care settings. The course meets much of the Skills for Care knowledge set for medication and the requirements regarding medication in the common induction standards. In addition, the course is suitable for staff working in residential and domiciliary care services.

The course includes the following units:

- Policies and procedures relating to the safe handling of medicines
- Recognising the different types of medicines
- Safe practice when dealing with medicines
- Monitoring the effects of medicines.

Cost: NCFE Accredited Programme
£80.00

Non-accredited programme including a
York College Certificate of Attendance
£50.00



Price per person, based on a group of ten.

Distance Learning - Level 2 Certificate in Safe Handling of Medicines

The course aims to increase the understanding of the use of medication and its possible side effects and to enhance knowledge of safe administration of medication.

The course includes the following units:

- An introduction to medicines and prescriptions
- Medicine supply, storage and disposal
- The safe administration of medicines
- Quality control and record keeping
- Accountability, responsibility and confidentiality.

Cost: NCFE Accredited Programme
£260.00



Infection Control

Tutor Led - Introduction to Infection Control

The course aims to provide guidance on ways of working to prevent the spread of infection. The content meets much of the Skills for Care knowledge set for infection control and the requirements regarding infection control in the common induction standards.

At the end of the course, learners will be able to:

- Describe the chain of infection
- Recognise the signs of infection
- Identify how to prevent the spread of infection
- Identify good practice in infection control.

Cost: NCFE Accredited Programme
£80.00

Non-accredited programme including a
York College Certificate of Attendance
£50.00

Price per person, based on a group of ten.



Equality and Diversity

Tutor Led - Introduction to Equality and Diversity

The course aims to provide a comprehensive introduction to equality and diversity, whilst raising cultural awareness.

The course contains the following information:

- Significance of equality and diversity in the work situation and key legislation in this area
- Recognising prejudice and stereotyping at work and the negative impact these behaviours can have
- Development of cultural awareness and appreciation of own responsibilities in promoting equality and diversity in the work environment.

Cost: NCFE Accredited Programme
£80.00

Non-accredited Programme including a
York College Certificate of Attendance
£50.00

Price per person, based on a group of ten.



Distance Learning - Level 2 Certificate in Equality and Diversity

The course aims to provide an understanding of equality and diversity and to increase knowledge of issues and anti-discrimination laws that relate to equality and diversity.

The course consists of three units covering:

- Explore equality and diversity
- Explore prejudice and discrimination
- Explore people's rights and responsibilities

Cost: NCFE Accredited Programme
£235.00



Palliative Care

Tutor Led - Introduction to Palliative Care

The course provides a comprehensive introduction to palliative care. The course is suitable for staff working in residential and domiciliary services.

Cost: NCFE Accredited Programme
£80.00

Non-accredited Programme including a
York College Certificate of Attendance
£50.00

Price per person, based on a group of ten.

Distance Learning - Level 3 Certificate in Palliative Care

The course is designed to provide an understanding of the principles of palliative care. It encourages the use of a 'whole person' and 'person centred' approach to meet the emotional, social and spiritual needs of those approaching death and their families. The course aims to increase awareness of loss, grief and ways in which appropriate support is offered to the bereaved.

The course consists of four units covering:

- Understanding palliative support
- Supporting a persons needs in a palliative care context
- Supporting a person with their physical care needs
- Care during the final hours of life and bereavement care.

Cost: NCFE Accredited Programme
£270.00



Dementia Awareness

Tutor Led - Introduction to Dementia Awareness

This introductory course is designed for anyone who wishes to gain knowledge and understanding of dementia and how to apply the principles of 'person centred' care. There are approximately 750,000 people in this country who have some form of a dementia, with the aging population, this figure is likely to increase.

Cost: NCFE Accredited Programme
£80.00

Non-accredited Programme including a
York College Certificate of Attendance
£50.00

Price per person, based on a group of ten.



Distance Learning - Level 2 Certificate in Dementia Awareness

The course aims to provide an understanding of dementia, the functioning of the brain, and the memory process, whilst promoting the application of person-centred principles to everyday care activities.

The course consists of four units covering:

- Understanding dementia
- Understanding person centred care
- Using a person-centred approach to understand emotions and behaviour
- Applying person centred principles to personal care, meal times, activities and the caring environment.

Cost: NCFE Accredited Programme
£270.00



Healthy Eating

Healthy Eating - Level 2 Certificate in Healthy Eating

The course aims to provide an understanding of nutrition and health as well as increasing confidence for planning and achieving a healthy diet.

The course consists of three units, covering:

- Explore principles of nutrition and health
- Consider nutritional needs of a variety of individuals
- Use food and nutritional information to plan a healthy diet

Cost: NCFE Accredited Programme
£225.00



Equality and Diversity Statement

York College is committed to an equality of opportunity which is an integral part of college life. The aim of the provision is to create an ethos whereby all individuals are valued and people treat each other with mutual respect regardless of age; disability; family responsibility; marital status; race; colour; ethnicity; nationality; religion or belief; gender; sexual orientation; trade union activity; unrelated criminal convictions; other irrelevant criteria.

York College Disability Commitment

York College is committed to ensuring that disabled people, including those with learning difficulties, can access, participate and succeed in their learning. We will make all reasonable adjustments to ensure that disabled people are not substantially disadvantaged. Please make sure that we know what you need so that we can make reasonable adjustments to help you succeed.

Please Note

York College cannot guarantee that all courses listed in this brochure will run. Course details including costs, times and days are published subject to change. Please confirm all details prior to the commencement of your course.

Values

'As a way of fostering learning, York College values:

- all our students and their individual achievements
- the commitment and professionalism of our staff
- the highest standards in all that we do
- working together to meet the needs of our college and the wider community
- effective, efficient and appropriate use of resources
- respect, equality and honesty.'

The safeguarding of young people and vulnerable adults is fully embraced by all York College staff and underpins the College's Values.

York College
Sim Balk Lane
York
YO23 2BB

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