



Fife Health
& Social Care
Partnership



Supporting the people of Fife together

Health Promotion Service

Training Programme

September 2019 - March 2020

Helping us all to build a healthier, fairer Fife

Foreword



Welcome to the 2019/20 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.

Focusing on prevention and tackling inequalities is a key strategic priority for Fife's Community Planning Partners and requires partnership working across organisations. The training and development opportunities offered through the programme directly support many of the ambitions and priority themes set out in Fife's Local Outcome Improvement Plan 2017-2027 Plan4Fife. We are pleased to be able to support this agenda on behalf of the Communities and Wellbeing Partnership.

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 Service are delighted to continue to work in partnership to deliver on the recommendations in the Fairer Fife Commission publication 'Fairness Matters' on poverty awareness workforce development. There is continued demand for welfare reform and anti poverty training and we offer a suite of training to support this challenging agenda.

We offer an extensive suite of Mental Health Training courses which directly support delivering the priorities in Fife's Mental Health Strategy 2019-2023 "Lets Really Raise the Bar".

We are pleased to introduce a number of new and revised courses to the programme in response to national and local priorities. These include courses which will help local workers increase their knowledge of good community engagement and the revised National Standard for Community Engagement. New courses increasing workforce skills to support people in Fife who face difficult life circumstances. For example, "Introduction to Trauma and working with people who use substances" and "Be that person - supporting practitioners to understand the impact of adverse childhood experiences."

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. To do this we work collaboratively with 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

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

Ruth Bennett

Health Promotion Manager
Fife Wide Division

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Health Promotion Service

Working to reduce health inequalities and improve the wellbeing of people in Fife

The Health Promotion Service is part of Fife's Health and Social Care Partnership. We lead on approaches and services which maintain and improve health and wellbeing and reduce health inequalities. This covers the life course: early years and children, adults and older adults. 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.



Health Promotion Training

The Health Promotion training team provides and co-ordinates training to enable people working in Fife to contribute towards reducing health inequalities and improving the wellbeing of individuals, families and 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.



Michelle Campbell
Training Co-ordinator



Karen Stirling
Training Co-ordinator

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

The majority of course trainers are Fife based 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, Clued Up, Fife Alcohol Support Service, Fife Alcohol and Drugs Partnership as well as Fife Council, NHS Fife and Fife Health and Social Care Partnership.

Supporting Local Priorities

The Health Promotion Training Programme aims to support workers to take forward work around many of the themes and priorities outlined in Fife's Strategic Plans. Reducing health inequalities as well as promoting prevention and early intervention are key themes identified across a number of local plans and strategies. The courses in this programme will build workers' skills and confidence to address these complex issues. This page lists some of Fife's key strategies and illustrates links between some of the priority areas identified and the training programme.

Plan4Fife - Local Outcome Improvement Plan 2017-2027

The Plan4Fife brings together local public service providers and communities to improve the quality of life of people who live in, work or visit Fife. With the overall aim of reducing inequalities and promoting fairness, the plan identifies 4 priority themes and 12 ambitions to direct our work over the next 10 years.

Ambition for Fife 3: Fife has reduced levels of preventable ill health and premature mortality across all communities.

Fife Health & Social Care Partnership - Strategic Plan for Fife (2019-2022)

This Strategic plan sets out the vision and future direction of health and social care services in Fife over the next 3 years. The overall vision is - to enable the people of Fife to live independent and healthier lives. The plan has 5 strategic priorities to ensure that resources are used effectively to achieve this vision as well as how the nine National Health and Wellbeing Outcomes for Health and Social Care and the six Public Health priorities for Scotland are delivered at a local level.

Priority 1: Working with local people and communities to address inequalities and improve health and wellbeing outcomes across Fife

KnowFife

Established in response to the Fairer Fife Commission's 'Fairness Matters' report, the KnowFife website provides a forum for partners to share research, knowledge and learning, and work together to help transform information into action, enabled by the KnowFife Dataset and the Researchers' Alliance.

Website: <https://know.fife.scot/>

Twitter: [@knowfife](https://twitter.com/knowfife)

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.

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





“I have worked within the Health Promotion Service for over 9 years, previously as Physical Activity Co-ordinator: Early Years and Childhood, Stop Smoking Co-ordinator and have recently taken on the role of Senior Health Promotion Officer - Training.

Prior to this I worked for Aberlour Childcare Trust as a Senior Project Officer looking at anti social behaviour and bullying within schools and communities.

One of my biggest achievements in this role was developing a resource pack for teaching staff which led to a Public Health Award.

As my background is in Sports Coaching and Development, I have a lot of experience, skills and knowledge at my disposal and I have been lucky enough to coach at national level.

I have a real passion for training and look forward to working with a range of partners and trainers whose enthusiasm and dedication ensure the Health Promotion Training Programme continues to evolve and flourish.”

Laura Petrie

Senior Health Promotion Officer - Training
Fife Health & Social Care Partnership

section



Core Skills for Health Improvement

Groupwork and Facilitation

Poverty Awareness

Reducing Health Inequalities

Working with Key Groups

Training Available from the
Information and Resources Centre

A Rough Guide to Outcomes and Evaluation

Course length:

One day

Date:

November 21st 2019,
Fife Voluntary Action, Glenrothes

Facilitators:

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

Jo-Anne Valentine,
Public Health Manager, NHS Fife

Aim:

This introductory, 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 a basic introduction to evaluation. It 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

Creating Effective Health Information

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.

Cost: Free

Apply for a place at www.healthyfife.net

Course length:

Half day (morning)

Date:

March 10th 2020,
Cameron Hospital, Leven

Facilitator:

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

Getting to KnowFife

<http://know.fife.scot>

Course length:

Half day (morning)

Dates:

October 22nd 2019,
Cameron Hospital, Leven

March 3rd 2020,
Cameron Hospital, Leven

Facilitators:

Kay Somerville,
Research Advisor, Fife Council

Kerry Humphries,
KnowFife Co-ordinator, NHS Fife

Aim:

To give participants the opportunity to learn more about KnowFife, to try it out for themselves during short practical sessions and explore how it could support their own work.

Learning outcomes:

By the end of this course participants will have:

- An awareness of what KnowFife is (a knowledge data hub which includes research and other reports, learning resources and data about Fife and local neighbourhoods across Fife)
- The knowledge and skills to access information to support local working in Fife including:
 - An increased knowledge of the wide range of local and national information held on KnowFife
 - How to navigate the site to access this information
 - How to produce data profiles and maps
 - How to search for and extract the data available in KnowFife.
 - Knowledge of where to find additional information if required.

Who should attend?

Those who want to better understand Fife and some of the challenges it faces and need information about Fife, local areas or neighbourhoods in their work.

Cost: Free

Apply for a place at www.healthyfife.net

Introduction to ‘Good Conversations’

Aim:

To provide an overview of key aspects of taking a personal outcomes approach to conversations.

Learning outcomes:

By the end of this course participants will have:

- Explored the values and beliefs which support an outcomes, assets based approach
- Reflected on their understanding of facilitative and enabling approaches
- Been introduced to an overview of outcomes focussed conversations and a range of flexible and person centred conversational strategies and techniques
- Explored the importance and value of listening to a person’s story
- Become aware of a shift from listening to problems in order to fix to, listening to problems in order to acknowledge, discover signs of resilience, identify coping behaviours and possible evidence of already existing solutions
- Been introduced to a set of ‘micro skills’ to enable people to think about what they want.

Who should attend?

This course will benefit those who have supportive conversations. In particular those who are having conversations with people living with long term conditions or dealing with challenges either at work or home. It will be applicable for all NHS staff, those in the voluntary sector or Health and Social Care Partnership.

Cost: Free

Apply for a place at www.healthyfife.net

Course length:

Half day

Dates:

October 2nd 2019 (morning),
Cameron Hospital, Leven

February 20th 2020 (afternoon),
Lynebank Hospital, Dunfermline

Facilitators:

Elizabeth Norby,
Personal Outcomes Network
Manager, NHS Fife

Alison Linyard,
Personal Outcomes Programme
Manager, NHS Fife

Jill Sunter,
Health Promotion Officer, Fife
Health & Social Care Partnership

The half day course is an introduction to this way of working. If you would like to pursue this further there is a 3 day Good Conversations course (spaced out, one day every 2 weeks) which introduces health, social care and voluntary sector staff to specific conversational skills that focus on personal outcomes and strength based approaches. For more information on Good Conversations, please contact Elizabeth Norby at elizabethnorby@nhs.net on 01592 226870 (internal 46870) or alison.linyard@nhs.net on 01592 226556 (internal 46556). For dates and course bookings, please contact frances.docherty@nhs.net.

Putting Caring Conversations into Practice

Person Centred Care for people with long-term conditions - an evidence-informed digital learning resource

www.caringconversations.scot

Caring Conversations is a digital learning resource focusing on improving conversations between healthcare staff and patients. Effective conversations are a key aspect of person-centred care and have been shown to improve outcomes.

The resource, which is for all clinical and non-clinical staff, aims to break down barriers that can exist between patients and healthcare professionals, encouraging open and honest conversations. It is based on an evidence informed model from the University of the West of Scotland, and uses real-life case studies and a mix of film and interactive content to make learning engaging.

This elearning has been produced by Waverley Care and takes approximately 1 hour to complete. It provides an initial introduction to some of the values and concepts that are explored further in the Good Conversations face-to-face training currently being delivered in Fife to health and social care staff.

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, Fife Health and Social Care, local authority or voluntary sector who would like to develop and/or enhance skills to design and deliver training and other learning opportunities.

Cost: Free

Apply for a place at www.healthyfife.net

Course length:

One day

Date:

November 6th 2019,
The Bay Hotel, Kinghorn

Facilitators:

April Mussen,
Workforce Development Advisor,
Fife Council

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

Moira Fitzpatrick,
Active Schools Co-ordinator,
Fife Council

Pippa Couzens,
Assistant Health Promotion
Officer, Fife Health & Social
Care Partnership



“I have been involved in delivering training for over thirty years. My background is Community Education and I have worked in a number of locations including Highland and Shropshire, all of which has offered me a range of opportunities to deliver training.

I have covered a variety of topics including working with young people, supporting volunteers, partnership working, mental health, Child Protection, and laterally in my role as Active Schools Coordinator, I have delivered many sport related courses to young people, volunteers, teachers and coaches.

I also have the privilege of being able to deliver a number of courses through the Health Promotion Team; Working with Young Women on Self Esteem, Self Esteem and Physical Activity, Making Groupwork More Effective, Facilitation Skills and Creating Imaginative Learning.

I thoroughly enjoy delivering training and always learn from each course. I find the mix and dynamics of participants in groups interesting too. I believe we are never too old to learn something new and that learning should be for life!

Promoting healthy lifestyles and reducing health inequalities for people in Fife is central to my work and I am grateful for the opportunities to try and make a difference.”

Moira Fitzpatrick
Active Schools Co-ordinator
Fife Council

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".

Cost: Free

Apply for a place at www.healthyfife.net

Course length:

One day

Dates:

December 4th 2019,
Cameron Hospital, Leven

March 31st 2020,
Lynebank Hospital, Dunfermline

Facilitators:

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

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

Jo Ross,
Community Education Worker,
Fife Council

Mhairi Gilmour,
Public Health Research &
Development Officer, NHS Fife

Val Wright,
Workforce Project Manager,
Scottish Golf

Making Groupwork More Effective

Course length:

One day

Dates:

October 31st 2019,
Cameron Hospital, Leven

February 26th 2020,
Lynebank Hospital, Dunfermline

Facilitators:

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

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

Elena Stephenson,
Senior Practitioner, Fife Council

Jo Ross,
Community Education Worker,
Fife Council

Laurie O'Brien,
Co-ordinator, Crossroads Fife
Central

Val Wright,
Workforce Project Manager,
Scottish Golf

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.

Cost: Free

Apply for a place at www.healthyfife.net

Introduction to Understanding Households in Financial Crisis

Aim:

To raise awareness of the nature and impact of poverty in Fife today and to equip participants with knowledge of how and when to contact local specialist services.

Learning outcomes:

By the end of this course participants will have:

- The understanding of the nature of poverty in Fife today
- Gained knowledge of the different types of financial hardship and crisis faced by households such as fuel poverty and food insecurity and types of 'hidden poverty'
- An understanding of relationships between hardship and issues including offending, substance misuse, and gender based violence
- An understanding of how poverty impacts health and wellbeing
- The skills to raise the issue sensitively about poverty
- Identified support services for staff working in this area.

Who should attend?

This introductory course is ideal for anyone who is fairly new to working with people who are affected by poverty and would like to refresh their knowledge and skills in what support services are available.

Cost: Free

Apply for a place at www.healthyfife.net

Course length:

One day

Dates:

October 1st 2019,
The Bay Hotel, Kinghorn

December 3rd 2019,
Carnegie Conference Centre,
Dunfermline

March 24th 2020,
The Bay Hotel, Kinghorn

Facilitators:

Vicky Wilson,
Development Worker
(Professional Practice and
Protection), Fife Council

Ross Livingstone,
Learning and Development
Officer, Citizen's Advice & Rights
Partnership

Natalie Bate,
Assistant Health Promotion
Officer, Fife Health & Social
Care Partnership

In-Work Poverty Training for Managers

Course length:

Half day (morning)

Date:

October 30th 2019,
Lynebank Hospital, Dunfermline

Facilitator:

Audrey Cunningham,
Financial Inclusion Co-ordinator,
Citizens Advice and Rights Fife

Aim:

This workshop will provide managers and supervisors of staff with practical skills to recognise when an employee's financial situation may be affecting their work and how to approach the issue with that person. It will also provide information on the local sources of support that their employees may be able to access.

Learning outcomes:

By the end of this course participants will have:

- Increased their confidence to discuss financial difficulties
- An understanding on the impact that financial difficulties can have on employment
- Increased their knowledge and awareness around what advice and support is available to people experiencing financial difficulties.

Who should attend?

This course is relevant to all managers and supervisors of staff in Fife. Anyone can be affected by poverty, not just those on low pay, and evidence shows that an increasing number of households experiencing financial hardship have at least one adult in employment.

Money worries can affect people's work in many ways, including absence rates and performance. This course will help you to recognise and address this issue with members of staff.

**Citizens
Advice &
Rights
Fife**

Independent advice for our community



Cost: Free

Apply for a place at www.healthyfife.net

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.



Supporting Low Income Households to Manage Welfare Benefit Changes

Course length:

One day

Dates:

September 11th 2019,
Carnegie Conference Centre,
Dunfermline

November 28th 2019,
The Bay Hotel, Kinghorn

January 28th 2020,
Carnegie Conference Centre,
Dunfermline

March 11th 2020,
The Bay Hotel, Kinghorn

Facilitator:

Mark Willis,
Child Poverty Action Group

Aim:

This course has been designed for frontline staff who require an understanding of the nature of poverty and changes to the welfare system and how they will affect people in Fife. The training should help staff provide initial advice and referral to specialist support services.

Learning outcomes:

By the end of this course participants will have:

- An understanding of the nature of poverty in Fife and how it provides a context to the UK Government's welfare reforms
- The ability to summarise the main changes made to the benefits system, to identify which groups are affected by them and the impacts they have had
- An overview of emerging big changes particularly in relation to Universal Credit and Personal Independence Payments including up to date timetables for implementation
- An understanding of benefit conditionality and how clients can avoid welfare benefit sanctions and appeal or manage those sanctions if they are imposed
- Information on how people can access the Scottish Welfare fund, get support to manage their money and access other specialist support services
- The training will be supported by an online resource which will provide case studies, provide more information on course content, specialist support services and give links to tools.

Who should attend?

Those from any organisation who work with people on low incomes.

Cost: Free

Apply for a place at www.healthyfife.net

Welfare Reform: What you need to know

This e-learning module is available on NHS Fife LearnPro and Fife Council Social Work Services Workforce Planning and Development Learning Portal at <http://socialwork.fife.gov.uk> where it can be accessed by all staff.

Aimed at Health and Social Care staff, it will help all those who complete it to understand the recent and future changes to the welfare benefit system and the impact of these on individuals 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 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.

Helping Adults to Choose Change

Course length:

Half day (morning)

Date:

September 4th 2019,
Cameron Hospital, Leven

Facilitators:

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

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

Aim:

This course integrates behaviour change theory with evidence based, practical techniques for supporting individuals and groups to make healthier lifestyle changes.

Learning outcomes:

By the end of this course participants will have:

- Explored the concept of health behaviour change
- Had an opportunity to practice skills to support health behaviour change
- Practical resources to use with clients.

Who should attend?

This course is open to all NHS, Fife Health and Social Care, local authority and voluntary sector staff who work to help and support people to explore and resolve issues around health behaviour change either one-to-one or in a group setting. It is of particular relevance for all healthcare staff working to facilitate health behaviour change.

Cost: Free

Apply for a place at www.healthyfife.net

Health Behaviour Change - Health Scotland

The following Health Behaviour Change eLearning 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 eLearning 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

The following eLearning 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 outwith 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

Building Stronger Communities

Aim:

To provide participants with key elements of community development practice in building and supporting the capacity of community organisations to take effective action and a leading role in the development of their communities.

Learning outcomes:

By the end of this workshop participants will have:

- Explored what we mean by a strong, empowered community and how capacity building can support this to happen
- Learned about 'assessing community strengths', 'building community influence' and 'developing community assets'
- Explored the four pillars of a capacity building approach
- Been introduced to 'Building Stronger Communities' - a practical tool designed to assist local community organisations and support agencies to develop a more strategic approach to community capacity building.

Who should attend?

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

Cost: Free

Apply for a place at www.healthyfife.net

Course length:

One day

Date:

November 12th 2019,
Carnegie Conference Centre,
Dunfermline

Facilitator:

Paul Nelis,
Development Manager, Scottish
Community Development Centre

How Good is your Community Engagement?

Course length:

Half day (morning)

Dates:

November 14th 2019,
Cameron Hospital, Leven

February 18th 2020,
Cameron Hospital, Leven

Facilitator:

Agnes Westwood,
Community Learning and
Development Team Manager,
Fife Council

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 using the VOICE tool.

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
- An awareness of VOICE online community engagement tool.

Who should attend?

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

Cost: Free

Apply for a place at www.healthyfife.net

Introduction to Improving Health

Aim:

The aim of this introductory workshop is to raise awareness of the dimensions and determinants of health and increase knowledge on health inequalities. The workshop will provide participants with an opportunity to explore their specific role in improving the health of the people they work with.

Learning outcomes:

By the end of this course participants will have:

- Explored the definition of health, our values and attitudes
- An introduction to the determinants of health
- An introduction to health improvement and inequalities
- Explored your role to improve health and tackle health inequalities.

Who should attend?

This 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.

This 3-hour workshop is an introduction to the Improving Health: Developing Effective Practice blended course.

Cost: Free

Apply for a place at www.healthyfife.net

Course length:

Half day(morning)

Date:

March 25th 2020,
Cameron Hospital, Leven

Facilitators:

Jo-Anne Valentine,
Public Health Manager, NHS Fife

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

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

Improving Health: Developing Effective Practice

Course length:

3.5 days

Dates:

September 27th 2019 (morning),
The Bay Hotel, Kinghorn

October 24th 2019,
The Bay Hotel, Kinghorn

November 28th 2019,
The Bay Hotel, Kinghorn

February 6th 2020,
The Bay Hotel, Kinghorn

Participants must attend all 4 days.

Facilitators:

Jo-Anne Valentine,
Public Health Manager, NHS Fife

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

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

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 have:

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

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.

Who should attend?

This 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.

Cost: Online and face-to-face is free. If you opt to go for accreditation there is a cost of £250 payable to RGU

Apply for a place at www.healthyfife.net

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, Fife Health and Social Care, local authority and voluntary sector staff who would like to explore, consider and discuss issues related to inequality and poverty.

Cost: Free

Apply for a place at www.healthyfife.net

Course length:

Half day (afternoon)

Date:

November 13th 2019,
Cameron Hospital, Leven

Facilitators:

Jo-Anne Valentine,
Public Health Manager, NHS Fife

Laura Petrie,
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.HITraining@nhs.net to discuss

The 7 Habits of Highly Effective People

Course length:

Three days

Dates:

November 14th, 15th & 21st 2019,
The Bay Hotel, Kinghorn

February 20th, 21st & 27th 2020,
Carnegie Conference Centre,
Dunfermline

Facilitators:

Amanda MacEwan,
Team Manager - Community
Development, Fife Council

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

Joleen McCool,
Improvement Co-ordinator,
Education & Children's Service,
Fife Council

Lisa Hemphill,
Local Development Officer -
Communities, Fife Council

Sonia McCathie,
Community Education Worker,
Fife Council

Vicky Wilson,
Development Worker (Professional
Practice and Protection),
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

Health Literacy Tools and Techniques

A new eLearning module has been created to promote and improve health literacy.

Who is it for?

This will benefit anyone working in Health and Social Care who may be required to provide information and communicate with a range of people to assist them in understanding, managing and improving their healthcare.

By the end of the module participants will:

- Have an understanding of what Health Literacy is
- Understand why it is important to health, health care and health outcomes
- Be able to identify actions that you can use to promote and improve health literacy with the people you work with.

The learning package is available at: <https://learn.nes.nhs.scot/1449/elearning-digital/health-literacy-tools-and-techniques>

Understanding Health Literacy

Course length:

2 hours (afternoon)

Date:

October 28th 2019,
Cameron Hospital, Leven

Facilitators:

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

Alison Ramsay,
Assistant Health Promotion
Officer, 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.HITraining@nhs.net to discuss

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.

Cost: Free

Apply for a place at www.healthyfife.net

Are You Deaf Aware?

Aim:

To increase the knowledge and understanding of those with a hearing loss.

Learning outcomes:

By the end of this course participants will have:

- An understanding of the different types of hearing loss
- An understanding of the statistics of hearing loss in the UK and Fife
- An understanding of the difficulties people with a hearing loss have and how to resolve them
- The ability to recognise anyone who has a hearing loss
- The skills for effective communication
- The knowledge of how to use sign language interpreters.

Who should attend?

This course is open to anyone working in NHS, local authority, Fife Health and Social Care and the voluntary sector.

Cost: Free

Apply for a place at www.healthyfife.net

Course length:

Half day (afternoon)

Dates:

September 5th 2019,
The Bay Hotel, Kinghorn

November 12th 2019,
Fife Voluntary Action, Glenrothes

January 21st 2020,
Carnegie Conference Centre,
Dunfermline

Facilitator:

Ailsa Flett,
Development Worker, Fife Deaf
Communication Service

Healthy Young Lives: Improving Young People's Health

Course length:

One day

Date:

November 26th 2019,
Fife Voluntary Action, Glenrothes

Facilitator:

Lesley Pringle,
Community Education Worker,
Fife Council

Aim:

To increase the knowledge and skills of those working with young people (11-18 year olds) in how they can contribute to improving health and wellbeing, addressing risk taking behaviour and tackling health inequalities.

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.

Cost: Free

Apply for a place at www.healthyfife.net

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:

3.5 hours

Dates:

November 6th 2019 (morning),
Lynebank Hospital, Dunfermline

November 6th 2019 (afternoon),
Lynebank Hospital, Dunfermline

February 21st 2020 (morning),
Cameron Hospital, Leven

February 21st 2020 (afternoon),
Cameron Hospital, Leven

Facilitators:

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

Janice McFarlane,
Community Learning Disability
Liaison Nurse, Fife Health &
Social Care Partnership

Cost: Free

Apply for a place at www.healthyfife.net

The Impact of Homelessness on Health

Course length:

One day

Date:

March 26th 2020,
Carnegie Conference Centre,
Dunfermline

Facilitator:

Louise Walkup,
Homeless Customer Participation,
Fife Council

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.

Cost: Free

Apply for a place at www.healthyfife.net

Raising Awareness of Gypsy/Traveller Communities

Available on NHS Fife LearnPro

This Gypsy Traveller elearning module has been developed by NHS Fife, NHS 24, Scottish Ambulance Service, The Centre for Equalities Fife and other partners and is available to NHS Fife staff and partners 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.

By the end of this module you will:

- Have an awareness of the rich and diverse culture of Gypsy/ Travellers and the contributions this community has made and continues to make to Scottish society
- Be familiar with suggested terminology to be used when referring to Gypsy/Travellers
- Be familiar with national policy drivers for eliminating discrimination and promoting equality of Gypsy/Travellers
- Understand the inequalities faced by Gypsy/Travellers and impact on health and wellbeing. This includes the challenges they face and barriers to accessing healthcare and services
- Develop knowledge of existing services to signpost Gypsy/ Travellers
- Critically reflect on how your own role can contribute to reducing barriers to accessing healthcare and services
- Identify which approaches can be adopted within your own role that can help to challenge discrimination and prejudice experienced by Gypsy/Travellers.

Understanding Dad

Course length:

Half day (morning)

Date:

March 18th 2020,
Cameron Hospital, Leven

Facilitators:

Chris Mieztis,
Community Education Worker,
Fife Council

Kevin Scott,
Development Worker, Clued-Up

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

Aim:

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

Learning outcomes:

Understanding Dad helps you to explore:

- How both parents' involvement improves children's wellbeing
- What stops paternal engagement with services
- How we can help improve dads' confidence in parenting
- The importance of staff attitudes in boosting engagement
- How to mainstream 'dad inclusive' practice
- How to overcome additional disadvantage dads and families may face, including separated parents, absent fathers.

Who should attend?

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

Cost: Free

Apply for a place at www.healthyfife.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, Fife Health and Social Care, local authority and voluntary sector staff who work with individuals, families or communities in Fife.

Cost: Free

Apply for a place at www.healthyfife.net

Course length:

Half day

Dates:

October 23rd 2019 (afternoon),
Cameron Hospital, Leven

March 11th 2020 (morning),
Lynebank Hospital, Dunfermline

Facilitator:

Nina Munday,
Manager, Fife Centre for
Equalities

Under Pressure: Preventing Teen Abuse and Exploitation

Course length:

One day

Date:

February 6th 2020,
Fife Voluntary Action, Glenrothes

Facilitators:

Louise Radcliffe,
Learning and Development
Officer, Fife Violence Against
Women Partnership

Vicky Wilson,
Development Worker
(Professional Practice and
Protection), Fife Council

Barbara-Ann Robb,
Gender Based Violence Nurse
Specialist, Sexual Health Fife

Aim:

This course aims to equip participants with the knowledge, skills and confidence to develop and provide effective sexualisation awareness and early intervention initiatives to prevent abuse within teen relationships.

Learning Outcomes:

By the end of this workshop participants will have:

- Raised awareness of the sexualisation within society and how this puts young people under pressure
- Explored their own values and attitudes towards gender (in)equality
- Raised awareness of the impacts of pornography on relationships and gender (in)equality
- Raised awareness regarding young people's vulnerability of being sexually exploited
- Practical tools to deliver early intervention initiatives with young people in relation to abuse within young people's intimate relationships.

Who should attend?

This course is relevant to anyone who works with young people (12-21 years old) on a one-to-one or group basis, including foster carers.

Cost: Free

Apply for a place at www.healthyfife.net

Fife Violence Against Women Partnership

Fife Violence Against Women Partnership (FVAWP) is the strategic lead in Fife to address the range of abuses defined as violence against women.

The partnership runs a series of free training courses across Fife, from two hour introductory sessions to half day and full day trainings around all aspects of violence against women including:

- Domestic abuse what you need to know, Domestic Abuse and the Protection of Children, Marac and High Risk Victims and the Impact of Domestic Abuse in the Early Years
- Sexual abuse, including Rape & Sexual Violence, A Deeper Understanding of the Impact of Sexual Trauma
- Understanding Men/Boy's Experiences of Rape & Sexual Violence and See Me Not My Mask: understanding victims reactions to sexual trauma
- Zero Tolerance's Under Pressure and Working with Male Victims
- Female Genital Mutilation (FGM).

Booking is essential for all of these courses

FVAWP Training Programme can be viewed on Fife Direct (http://publications.fifedirect.org.uk/c64_FVAWPTRAININGPROGRAMMEapr-sept2019..pdf) and further information on all FVAWP training courses can be obtained by contacting: fvawp@fife.gov.uk.

Training Available from the Information and Resources Centre

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 e-mail fife-uhb.infocentre@nhs.net

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



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:

November 7th 2019,
Lynebank Hospital, Dunfermline

February 27th 2020,
Cameron Hospital, Leven

Facilitator:

Fife Alcohol & Drug Partnership

Aim:

To raise awareness of drug and alcohol use including why people use, the patterns of use and the effects and harm caused by alcohol and drug use. This session will also provide some brief information of services available.

Learning outcomes:

By the end of this course participants will have:

- Understood and identified the different reasons why people use alcohol and drugs
- Knowledge to describe the different patterns of alcohol and drug use
- Understood the different effects and harms caused by alcohol and drug use
- Brief information of services in the Fife area.

Who should attend?

Any professional who works or comes into regular contact with adults and young people struggling with alcohol or drug use and wants to increase their knowledge and understanding about alcohol and drug use. This course might be particularly relevant for Homeless and Housing Team staff, those working within the Health and Social Care Partnership, Voluntary Sector and Safer Communities Teams.

Cost: Free

Apply for a place at www.healthyfife.net

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.

Cost: Free

Apply for a place at www.healthyfife.net

Course length:

3 hours

Date:

February 20th 2020,
Clued Up, Kirkcaldy

Facilitators:

Laura Crombie,
Service Manager, Clued Up

Vicky Wilson,
Development Worker
(Professional Practice and
Protection), Fife Council

Drug Overdose Awareness

Course length:

Half day (morning)

Dates:

September 26th 2019,
Cameron Hospital, Leven

March 12th 2020,
Lynebank Hospital, Dunfermline

Facilitator:

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.

Cost: Free

Apply for a place at www.healthyfife.net

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 (morning)

Dates:

October 2nd 2019,
Lynebank Hospital, Dunfermline

February 26th 2020,
Cameron Hospital, Leven

Facilitators:

Helen Hutton,
Outreach Counselling
Co-ordinator, Fife Alcohol
Support Service

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

Kerry Watson,
Harm Reduction Nurse,
Addiction Fife

Cost: Free

Apply for a place at www.healthyfife.net

Introduction to Trauma & Working with People who use Substances

Course length:

One day

Date:

October 21st 2019,
Carnegie Conference Centre,
Dunfermline

Facilitator:

Scottish Drugs Forum

Aim:

This training will introduce the theory of trauma and will enable participants to identify and implement practical strategies to appropriately support service users who may experience trauma. This training will allow support workers, project workers and other staff to become trauma-informed within their practice.

Learning outcomes:

By the end of this course participants will have:

- The ability to recognise the different types and causes of trauma which may be experienced by clients
- Identified behaviours and coping strategies associated with trauma
- Be able to describe the relationship between drug/alcohol use and trauma
- The ability to recall techniques for managing disclosure of trauma
- Identified how to support clients who may be experiencing trauma
- Be able to demonstrate trauma-informed practice
- Identified techniques to recognise and manage issues experienced by supporting staff, e.g. vicarious trauma.

Who should attend?

This course is a foundational, introductory course aimed at practitioners who have not completed formal or professional training in this area. It is therefore aimed at those who work with people who have experienced trauma, but who have not themselves received formal training.

Cost: Free

Apply for a place at www.healthyfife.net

Staying Alive: Preventing Drug Related Deaths

Aim:

There were 876 drug related deaths in Scotland in 2016. This course will discuss how services and individuals can better prevent drug related deaths.

Learning outcomes:

By the end of this course participants will have:

- Identified the physical, mental and social issues experienced by people who use drugs
- The ability to describe the impact of multiple exclusions on service engagement
- The ability to recall the risk factors and protective factors for preventing drug related deaths
- Identified the barriers for people who use drugs to accessing and being retained in services
- Identified the reasons why service users engage in high risk behaviours and explore strategies to address
- The ability to recall strategies to engage and retain people in treatment
- The skill to recognise when to refer on/collaborate with partner agencies
- Identified techniques to promote staff resilience.

Who should attend?

This course is aimed primarily at frontline staff and members of frontline services, however, it is also relevant to services which support people who use substances, such as housing and homelessness services.

Cost: Free

Apply for a place at www.healthyfife.net

Course length:

One day

Date:

September 4th 2019,
Carnegie Conference Centre,
Dunfermline

Facilitator:

Scottish Drugs Forum

Eat Well, Be Active, Feel Good!

Encouraging Healthy Eating and Physical Activity with Adults

Course length:

One day

Date:

October 24th 2019,
Fife Renewable Innovations
Centre, Methil

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

Ann Kerr,
Physical Activity Co-ordinator,
Fife Council

Aim:

To enable participants to support adults they work with to adopt healthier lifestyles.

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
- 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

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 less sedentary and 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 levels 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?

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

Cost: Free

Apply for a place at www.healthyfife.net

Course length:

One day

Date:

October 3rd 2019,
CISWO, Glenrothes

Facilitators:

Moira Fitzpatrick,
Active Schools Co-ordinator,
Fife Council

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

REHIS: An Introduction to Food and Health

The Royal Environmental Health Institute of Scotland

Course length:

Half day (morning)

Date:

February 5th 2020,
Lynebank Hospital, Dunfermline

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.

Please Note: This is not Elementary Food Hygiene

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 anyone with a REHIS Elementary Food and Health certificate

Cost: Free

Apply for a place at www.healthyfife.net

REHIS: Cooking with the Community - How to Cook with Groups

The Royal Environmental Health Institute of Scotland

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.

To become an accredited Fife Food Champion, participants will need to deliver two cooking workshops within 3 months of attending this training. Therefore, it is essential that participants have the support of their line manager prior to booking.

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 food and health 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 understanding of the importance 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. Some experience of facilitating groups/delivering practical food activities is advisable.

NB: Participants that already hold a current certificate in Food Hygiene (within the last 5 years) are exempt from the Food Hygiene Training element (evidence of which is required).

Cost: Free

Apply for a place at www.healthyfife.net

Course length:

Three days

Dates:

September 19th 2019,
Greener Kirkcaldy Community
Food Hub, Kirkcaldy (REHIS
Food and Health)

September 26th 2019,
Greener Kirkcaldy Community
Food Hub, Kirkcaldy (REHIS
Food Hygiene)

October 3rd 2019,
Greener Kirkcaldy Community
Food Hub, Kirkcaldy (REHIS
How to Cook with Groups)

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

REHIS: Eating Well for Older People

The Royal Environmental Health Institute of Scotland

Course length:

Half day (afternoon)

Date:

March 4th 2020,
Lynebank Hospital, Dunfermline

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 course aims to provide participants with the knowledge and appreciation of the importance of good nutrition for older people and how to support them to eat well.

Learning outcomes:

By the end of this course participants will have:

- An awareness of the main principles of a balanced diet
- An understanding of the importance of good nutrition for health and wellbeing
- An awareness of the nutritional and health needs of older people and understand influences and barriers which affect good food choice
- An understanding of the causes, signs, symptoms and health risks of malnutrition and dehydration
- Gained knowledge and confidence to be able to advise and support older people to eat well.

Who should attend?

Anybody working with or supporting older people and their families, including health professionals, AHP's, voluntary sector staff and anyone working within the care sector.

Cost: Free

Apply for a place at www.healthyfife.net

REHIS: Elementary Food and Health

The Royal Environmental Health Institute of Scotland Level 1 Course

Aim:

To explore the relationship between food and health, providing participants with the practical skills and knowledge necessary to influence healthier lifestyles within communities.

Please Note: This is not Elementary Food Hygiene

Learning outcomes:

By the end of the course participants will have:

- An appreciation of the value of having a balanced diet
- An understanding of the function of food in the diet in relation to health
- An appreciation of the influences of life circumstances on dietary habit e.g. social, cultural and religious.

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

Who should attend?

Healthcare staff, staff in the hospitality industry, leisure industry, education, voluntary sector and community co-operatives and cafes and anyone with an interest in food.

Cost: Free

Apply for a place at www.healthyfife.net

Course length:

One day

Date:

November 6th 2019,
Dean Park Hotel, Kirkcaldy

Facilitators:

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

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

Seated Exercise for the Frail Older Adult

Course length:

Two days

Dates:

October 23rd & 24th 2019,
CISWO, Glenrothes

Facilitators:

Vivienne McNiven,
Strength and Balance Instructor,
Active Fife, Fife Council

Jamie Mason,
Cardiac Rehab Instructor/Exercise
Referral Instructor, Fife Sport &
Leisure Trust

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 Council and provides 4 credit points at SCQF Level 5.

Apply for a place at www.healthyfife.net

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, local authority, Health & Social Care staff and anyone with an interest in physical activity.

Cost: Free

Apply for a place at www.healthyfife.net

Course length:

One day

Date:

March 18th 2020,
Lochore Meadows Country Park,
Lochgelly

Facilitator:

Vivienne McNiven,
Strength and Balance Instructor,
Active Fife, Fife Council

Other Sources of Physical Activity Training



Active Fife delivers a wide range of courses including coach education for specific sports and general physical activity. 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 details contact:

Fiona Prendergast, Health & Wellbeing Co-ordinator, Fife Sports & Leisure Trust. Fiona.Prendergast@fifeleisure.org.uk

Or visit <http://www.fifeleisure.org.uk/index.cfhealth-and-wellbeing>

An Introduction to Breastfeeding

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, Health & Social Care, local authority staff such as early years workers, nursery staff and voluntary sector staff.

Cost: Free

Apply for a place at www.healthyfife.net

Course length:

Half day (morning)

Dates:

September 10th 2019,
Lynebank Hospital, Dunfermline

November 12th 2019,
Cameron Hospital, Leven

February 6th 2020,
Cameron Hospital, Leven

Facilitator:

Lisa Cruickshank,
Specialist Dietitian, 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.HITraining@nhs.net to discuss

Breastfeeding

Course length:

2 days

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

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 for the Breastfeeding Management courses please contact:

Gina Graham,
Infant Feeding Advisor (Community staff)
g.graham@nhs.net
or 01383 565483

Donna Robertson,
Infant Feeding Advisor (Maternity staff)
donnarobertson1@nhs.net
or 07810 637767

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.

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.

Cost: Free

Apply for a place at www.healthyfife.net

Infant Formula Feeding

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 Infant Feeding 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, Health & Social Care, local authority staff such as early years workers, nursery staff and voluntary sector staff.

Cost: Free

Apply for a place at www.healthyfife.net

Course length:

Half day

Dates:

September 25th 2019 (morning),
Lynebank Hospital, Dunfermline

March 5th 2020 (afternoon),
Cameron Hospital, Leven

Facilitator:

Gina Graham, Infant Feeding
Advisor (Community), Fife Health
& Social Care Partnership

Introduction to Complementary Feeding: Weaning

Course length:

Half day (morning)

Dates:

October 24th 2019,
Cameron Hospital, Leven

January 14th 2020,
Lynebank Hospital, Dunfermline

March 12th 2020,
Cameron Hospital, Leven

Facilitator:

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

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 Best Start Scheme and recommendations for/availability of Best 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, Health & Social Care, local authority staff such as early years workers, nursery staff and voluntary sector staff.

Cost: Free

Apply for a place at www.healthyfife.net

ASIST (Applied Suicide Intervention Skills Training)

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.

Cost: Free

Apply for a place at www.healthyfife.net

Course length:

Two days

Dates:

September 11th & 12th 2019,
The Bay Hotel, Kinghorn

November 12th & 13th 2019,
Carnegie Conference Centre,
Dunfermline

January 30th & 31st 2020,
The Bay Hotel, Kinghorn

February 25th & 26th 2020,
Carnegie Conference Centre,
Dunfermline

Facilitators:

Helen Hutton,
Outreach Counselling
Co-ordinator, Fife Alcohol
Support Service

John Kennedy,
Area Co-ordinator, Drug and
Alcohol Psychotherapies Limited

Sarah White,
Alcohol Counsellor, Fife
Alcohol Support Service

Steve McLaren,
Warehouse Supervisor,
Furniture Plus

Be that Person

Course length:

2 x 2 hour workshops (morning)

Dates:

November 14th & 21st 2019,
Lynebank Hospital, Dunfermline

Facilitators:

Clea Thomson,
Principal Clinical Child
Psychologist, Fife Health &
Social Care Partnership

Louise Stean,
Our Minds Matter Champion,
Fife Council

Jo Fell,
Professional Development Officer,
Fife Council

Aim:

This two part workshop has been developed to support practitioners to consider the impact of Adverse Childhood Experiences (ACEs) and trauma on young people and families that they work with, reflect on and develop their practice using the five ways approach to better wellbeing.

Learning outcomes:

By the end of this course participants will have:

- Knowledge and understanding of the impact of ACEs and Trauma on young people and their families, including a screening of the Resilience: A Science of Hope documentary
- An increased knowledge of methods and approaches to wellbeing
- Developed reflective skills on the 5 ways approach to wellbeing and identify how these methods can be adopted within your own practice and setting to support young people and their families.

Who should attend?

This course is relevant to anyone who works with children, young people and families on a one-to-one or group basis, including foster carers.

The workshops are very practical and there are various tasks throughout which complement the discussion.

Cost: Free

Apply for a place at www.healthyfife.net

Body Image and Young People

Aim:

This course aims to raise awareness on body image in young people, how negative body image impacts on mental health and wellbeing and how to support positive body confidence.

Learning outcomes:

By the end of this course participants will have:

- Explored their own values and attitudes in relation to body image and appearance
- Increased understanding on what body image is, what influences body image and its effects on mental health and wellbeing
- Considered how to spot warning signs of poor body image in children and young people
- Considered how language and labelling affects our body confidence
- Explored some examples of activities to support children's and young people's body confidence.

Who should attend?

This course is relevant to anyone who works with children and young people on a one-to-one or group basis, including foster carers.

Cost: Free

Apply for a place at www.healthyfife.net

Course length:

3 hours

Dates:

September 17th 2019
(morning - 09:30-12:30),
Cameron Hospital, Leven

January 22nd 2020
(evening - 18:00-21:00),
Levenmouth Academy, Buckhaven

Facilitators:

Louise Stean,
Our Minds Matter Champion,
Fife Council

Steph Sharp,
MST Therapist

Building Self Esteem in Boys and Young Men

Course length:

Two days

Date:

October 29th & 30th 2019,
The Bay Hotel, Kinghorn

Facilitators:

Chris Mieztis,
Community Education Worker,
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.

Cost: Free

Apply for a place at www.healthyfife.net

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.

Cost: Free

Apply for a place at www.healthyfife.net

Course length:

3 hours (afternoon)

Dates:

October 31st 2019,
Lynebank Hospital, Dunfermline

January 21st 2020,
Lynebank Hospital, Dunfermline

March 17th 2020,
Lynebank Hospital, Dunfermline

Facilitator:

Derek Magee,
Service Manager,
Barony - The Wheatley Group

Scotland's Mental Health First Aid

Course length:

Two days

Dates:

September 26th & 27th 2019,
Dean Park Hotel, Kirkcaldy

November 28th & 29th 2019,
The Bay Hotel, Kinghorn

January 28th & 29th 2020,
The Bay Hotel, Kinghorn

March 12th & 13th 2020,
Carnegie Conference Centre,
Dunfermline

Facilitators:

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

Helen Hutton,
Outreach Counselling
Co-ordinator, 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.

Cost: Free

Apply for a place at www.healthyfife.net



“I started life as an English teacher. This has provided a good foundation for my subsequent career in a number of different training situations. In the 1990’s I trained to become a counsellor; working with couples and individuals.

In 1996, I became a self-employed counsellor and trainer. I was fortunate to be invited to become a sessional worker for the Health Promotion Service and 23 years later, here I am!

As well as having my own clients, I deliver a number of courses for the training programme: Scotland’s Mental Health First Aid, SMHFA: Young People, Working with Young Women on Self-Esteem, Making Groupwork more Effective and Developing Facilitation Skills.

The thing I enjoy most about my work is the variety of courses delivered and participants attending. I almost always learn something new from the people I am involved with.”

Charlotte Macintosh

Sessional Worker,
Fife Health & Social Care Partnership

Scotland's Mental Health First Aid: Young People

Course length:

One day

Dates:

October 23rd 2019,
Fife Voluntary Action, Glenrothes

February 4th 2020,
The Bay Hotel, Kinghorn

Facilitator:

Charlotte Macintosh,
Sessional Worker, 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 elearning modules and a participatory session.

The first elearning 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.

The second elearning 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.

blended
learning

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 presenting with signs of stress or mild/moderate mental health conditions.

Cost: Free

Apply for a place at www.healthyfife.net

Course length:

One day

Dates:

November 7th 2019,
Cameron Hospital, Leven

March 26th 2020,
Fife Voluntary Action, Glenrothes

Facilitators:

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

Kelly Higgins,
Quality Improvement Practitioner,
Fife Health & Social Care
Partnership

Managing Self Harm: Adults

Course length:

One day

Dates:

September 18th 2019,
The Bay Hotel, Kinghorn

November 6th 2019,
Fife Voluntary Action, Glenrothes

February 19th 2020,
The Bay Hotel, Kinghorn

Facilitator:

Meghan Drysdale,
Recovery Practitioner, Penumbra

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.

Cost: Free

Apply for a place at www.healthyfife.net

Understanding Self Harm: Children and Young People

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.

Course length:

One day

Dates:

September 19th 2019,
Playfield Institute, Stratheden

November 6th 2019,
Playfield Institute, Stratheden

February 19th 2020,
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

Cost: Free

Apply for a place at www.healthyfife.net

Trauma Informed Practice

Course length:

Half day (morning)

Dates:

September 25th 2019,
Lynebank Hospital, Dunfermline

November 28th 2019,
Cameron Hospital, Leven

Facilitators:

Andy Summers,
Consultant Clinical Psychologist,
Fife Health & Social Care
Partnership

Dianne Williamson,
Senior Health Promotion Officer,
Fife Health & Social Care
Partnership

Aim:

This course aims to equip participants with the knowledge to provide trauma informed practice.

Learning outcomes:

By the end of this course participants will have an understanding of:

- Trauma - Definitions and types of trauma
 - Prevalence of trauma and adversity (ACEs)
 - Health, mental health, social and relationship consequences of trauma and adversity
 - Understanding trauma reactions
 - Why trauma is “everybody’s business”.
- Implications of trauma and adversity for accessing care, support and treatment
- Trauma informed relationships and recovery
- Principles, practice and benefits of trauma informed care
- Importance of good self-care

Who should attend?

All staff practicing at the trauma informed level. It is not suitable for staff who require higher levels of training (trauma skilled, trauma enhanced or trauma specialist practitioners).

NES give advice regarding how to self-assess your trauma training needs:

<https://www.nes.scot.nhs.uk/media/4236974/FINAL%20REVISED%20CONSULTATION%20NESTD0715-NATIONAL-TRAUMA-TRAINING-STRATEGY-V7-DL.pdf> - see appendix 2.

<http://www.nes.scot.nhs.uk/education-and-training/by-discipline/psychology/multiprofessional-psychology/national-trauma-training-framework.aspx>

blended
learning

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.

Cost: Free

Apply for a place at www.healthyfife.net

Course length:

Two days

Dates:

November 12th & 13th 2019,
The Bay Hotel, Kinghorn

January 22nd & 23rd 2020,
The Bay Hotel, Kinghorn

Facilitators:

Moira Fitzpatrick,
Active Schools Co-ordinator,
Fife Council

Kerry Jones,
Support Worker, Fife Gingerbread

Claire Davidson,
Support Worker, Clued Up

Oral Health for People with Physical and Learning Disabilities

Course length:

Half day (morning)

Dates:

November 14th 2019,
Cameron Hospital, Leven

February 12th 2020,
Cameron Hospital, Leven

Facilitator:

Sharon Carruthers,
Oral Health Principal,
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.

Cost: Free

Apply for a place at www.healthyfife.net

Condom Distribution Training

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.

Cost: Free

Apply for a place at www.healthyfife.net

Course length:

2 hours (morning)

Date:

November 19th 2019,
Cameron Hospital, Leven

Facilitator:

Emma Little,
BBV and Sexual Health
Development Officer,
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

Improving the Sexual and Reproductive Health of People who use Alcohol and other Drugs

Course length:

Half day (morning)

Date:

November 20th 2019,
Cameron Hospital, Leven

Facilitators:

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

Louise Bowman,
Development Officer,
Scottish Drugs Forum

Aim:

To increase the knowledge and confidence of staff to improve the sexual and reproductive health of people who use alcohol and other drugs.

Learning outcomes:

By the end of this course participants will have:

- Explored the effects of alcohol and other drugs on sexual and reproductive health
- Shared knowledge about the law, contraception and sexually transmitted infections
- Analysed why people take risks around sexual and reproductive health
- Explored attitudes to sexual and reproductive health and substance use
- Practised discussing sexual and reproductive health with service users
- Identified local services and resources.

Who should attend?

Those who work with people who use alcohol and drugs and want to increase their knowledge in sexual and reproductive health.

Cost: Free

Apply for a place at www.healthyfife.net



“I am currently based in the Sexual Health and BBV Development Team at Whytemans Brae Hospital, Kirkcaldy.

Previously I worked in residential drug rehab and with NHS Fife Addiction Services within the Harm Reduction Centre and Psychological Therapies Team.

In all my roles there has always been a large training component. I have been involved in substance use/Sexual Health/Blood Borne viruses for over 20 years and gained a wealth of experience.

I enjoy delivering training and hopefully encouraging others to increase their knowledge and understanding of these interlinked areas.

I am currently Chair of the Board of Directors for Drugs, Alcohol & Psychotherapies Ltd (DAPL)

In my spare time I'm getting used to being a new Grandad, train at Jujitsu, currently holding a black belt 3rd Dan and tinkering with old British motorcycles.

My challenge for you would be to ask me something I haven't been asked before!”

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

Introduction to Hepatitis and HIV

Course length:

Half day (morning)

Date:

October 16th 2019,
Cameron Hospital, Leven

Facilitator:

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

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

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.

Cost: Free

Apply for a place at www.healthyfife.net

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

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.

Cost: Free

Apply for a place at www.healthyfife.net

Course length:

Half day (morning)

Date:

January 29th 2020,
Victoria Hospital, Kirkcaldy

Facilitator:

Terrance Higgins Trust

Sexual Health: It's Everyone's Business

Course length:

One day

Date:

March 19th 2020,
Fife Voluntary Action, Glenrothes

Facilitators:

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

Steve Walker,
Workforce Development Lead,
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

Smoke Free Fife Responsibilities and Actions

Aim:

To equip managers with tools to support NHS Fife smoking policy, reduce non-compliance and avoid disciplinary action for staff.

Learning outcomes:

By the end of this course participants will have:

- An increased understanding of policy and practice including NHS Fife's position on e-cigarettes
- An increased understanding of the repercussions of non-compliance for staff
- Understand the impact of policy on patient care
- Increased awareness of temporary abstinence model for inpatient care
- Knowledge of how to effectively raise the issue of smoking and avoid conflict
- An increased awareness of impending legislation.

Who should attend?

NHS staff who manage others.

Course length:

2 hours (10:00-12:00)
or (14:00-16:00)

Dates:

November 21st 2019,
Queen Margaret Hospital,
Dunfermline

February 4th 2020,
Victoria Hospital, Kirkcaldy

Facilitators:

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

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

Cost: Free

Apply for a place at www.healthyfife.net



“My career in Health began when I returned to University to complete a Masters in Public Health Practice. I began training while volunteering with YMCA where I delivered drug and alcohol awareness sessions in Fife primary schools. Currently I deliver training both within the Health Promotion Training Programme and ad hoc sessions in the community. These include: 7 Habits of Highly Effective People training and raising awareness of Tobacco issues.

I find training to be a mixture of excitement and pure madness. We all hope that we can spark an interest in our topic or help participants see how they can use the knowledge gained in their own practice.

However, immediately before any session you always wonder why you agreed to stand at the front and take the chance that you might: forget everything, realise you are wearing someone else’s teeth or worst of all trip over your own high heels and land in an undignified heap on the floor.

My words of wisdom are therefore to remember that the trainers want to give you a great experience but success is dependent on participants as well.

If you are willing to participate fully and tell us what you think, hopefully you will get what you came for and have fun on the way.”

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

Smoking and Cannabis: Methods and Approaches

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 others 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

Course length:

One day

Date:

November 1st 2019,
The Bay Hotel, Kinghorn

Facilitator:

Nylivet Consultancy,
Freelance Trainer

Smoking and Mental Health: Impact

Course length:

2 hours (afternoon)

Dates:

September 23rd 2019,
Cameron Hospital, Leven

March 9th 2020,
Lynebank Hospital, Dunfermline

Facilitators:

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

Lorraine McQueen,
Smoking Cessation Advisor, Fife
Health & Social Care Partnership

Mary-Grace Burinski,
Health Promotion Officer, Fife
Health & Social Care Partnership

Aim:

To equip workers supporting people with lived experience of mental health problems with the knowledge, skills and confidence to initiate a conversation on smoking and discuss options for supporting people who are ready to quit.

Learning outcomes:

By the end of this course participants will have:

- Increased knowledge of the harm caused to people with mental health problems, including the effects of smoking on medications
- Increased awareness of the wider links between smoking and inequalities
- Increased confidence to initiate discussion on smoking, including the IMPACT guidance and practical application of other tools and techniques
- Outlined the importance and relevance of your role in discussing smoking of people with lived experience of mental health problems, as well as your role in providing ongoing support
- An overview of local stop-smoking support options including: behavioural support, nicotine and non-nicotine containing products (which can assist in a quit attempt) and policy.

Who should attend?

This training is primarily designed for staff working within third sector organisations where there are significant numbers of people with lived experience of mental health problems using their service.

The course comprises a one-hour online session and a two-hour face-to-face session.

Cost: Free

Apply for a place at www.healthyfife.net

Ultra Fantastic Age Related Sales Workshop

Aim:

To equip participants with the knowledge and understanding of all relevant legislations that govern age related products, the reasons they are in place, and the offences/punishments that could be committed.

Learning outcomes:

By the end of this course participants will have:

- An increased understanding of age related sales legislation
- Increased knowledge of restricted products
- Increased confidence to engage with young people on the topic of age related sales and the penalties and the physical and social implications of non compliance.

Who should attend?

Anyone working with young people.

Cost: Free

Apply for a place at www.healthyfife.net

Course length:

2 hours (afternoon)

Dates:

September 24th 2019,
Cameron Hospital, Leven

February 11th 2020,
Lynebank Hospital, Dunfermline

Facilitator:

Bruce Leply,
Trading Standards, Fife Council

Alcohol and Drugs in the Workplace

Course length:

Half day (morning)

Dates:

October 30th 2019,
Carnegie Conference Centre,
Dunfermline

March 18th 2020,
The Bay Hotel, Kinghorn

Facilitators:

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

Helen Hutton,
Outreach Counselling
Co-ordinator, Fife Alcohol
Support Service

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 elearning 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.

blended
learning

Cost: Free

Apply for a place at www.healthyfife.net

Elementary Health and Safety

The Royal Environmental Health Institute of Scotland (REHIS)

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 by email: hwlfife@nhs.net

Apply for a place at www.healthyfife.net

Course length:

One day

Dates:

September 26th 2019,
The Bay Hotel, Kinghorn

February 27th 2020,
City Chambers, Dunfermline

Facilitators:

Peter Ager,
Consumer and Business
Education Team, Fife Council

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



“I am a member of Fife Council’s Environmental Health (Food and Workplace Safety) Team. One of my roles is to give health and safety help and advice to a variety of new and current businesses as well as voluntary and community groups.

My background was originally engineering and I have worked for British Aerospace, Toyota, Triumph Motorcycles and Rolls Royce. I moved to Fife 16 years ago and spent time as an SVQ/NVQ assessor before I moved to Fife Council.

I enjoy teaching and currently run many different courses including risk assessment awareness, manual handling, electrical awareness, cross contamination and lone working as well as the REHIS Elementary Health and Safety course.

In my part time I enjoy sailing as well as building and flying radio controlled model aircraft.”

Peter Ager

Consumer & Education Team
Fife Council

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.

Cost: Free

Apply for a place at www.healthyfife.net

Course length:

Half day (morning)

Dates:

November 7th 2019,
The Vine Venue, Dunfermline

January 23rd 2020,
The Vine Venue, Dunfermline

Facilitator:

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

Mentally Healthy Workplace Training for Managers

Course length:

One day

Dates:

September 10th 2019,
Fife Voluntary Action, Glenrothes

November 27th 2019,
Cameron Hospital, Leven

February 25th 2020,
Cameron Hospital, Leven

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

Facilitators:

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

Sarah Baldacchino,
Health Promotion Officer -
Workplace, Fife Health &
Social Care Partnership

Kelly Higgins,
Quality Improvement Practitioner,
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 elearning module and participatory session. The elearning 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.

Cost: Free

Apply for a place at www.healthyfife.net

blended
learning



“Over the last 10 years the Workplace Team has provided training, information and advice to employers across the Kingdom to support the development of healthier and safer working environments. The work is diverse and interesting, each business in Fife has its own needs and requirements from our services which means every day is different.”

Health Promotion - Workplace Team

Sarah Baldacchino, Annemarie Smith, Alan Gow, Katie Provan

Email: hwlfife@nhs.net

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 complete one of the following:

- Complete the online application form on: www.healthyfife.net (in the News, Events and Training section)
- Request an electronic application form from the Health Promotion Training Team
- 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 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 Promotion 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 Service
Health Promotion Training
Application Form



Health Promotion Service

Name

Job Title

Organisation

Address

..... Postcode

Tel Mobile

Email (This 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 area you work in:

NHS:

NHS Fife Acute Division NHS Fife Corporate Directorates

Fife Health & Social Care Partnership:

Fife Wide Division East Division West Division

Fife Council:

Education & Children Services Finance & Corporate Services Enterprise & Environment Communities

Local Authorities:

Police Scotland Scottish Fire & Rescue Fife Sports & Leisure Trust Job Centres

Other:

Voluntary Sector 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 Co-ordinator, Health Promotion Service,
Haig House, Cameron Hospital, Leven, KY8 5RG
Email: fife-uhb.HITraining@nhs.net

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

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.

Notes

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Notes

NHS Fife provides accessible communication
in a variety of formats including for people who are speakers
of community languages, who require Easy Read versions,
who speak BSL, read Braille or use audio formats.

NHS Fife SMS text service number 0780 580 0005
is available for people who have a hearing or speech impairment.

To find out more about accessible formats
contact: fife-UHB.EqualityandHumanRights@nhs.net
or phone 01592 729130.

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