

Health Promotion Service

# Training Programme

September 2022 - March 2023



*Helping us all to build a healthier, fairer Fife*



# Foreword

Welcome to our 2022/23 Health Promotion Training Programme.

Our commitment to workforce development remains a priority and is essential in order to meet the current COVID-19 challenges and Fife's recovery and renewal. This year's training programme provides a range of online, virtual facilitated workshops and physical face to face training options, across key national and local priorities. We are also offering the option of training provision to key staff groups to help support delivery of key priorities. This year's programme introduces 18 new workshops and online learning.

Health Promotion Fife produce this programme as part of Fife's Health and Social Care Partnership – Primary and Preventative Care Services 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 remains 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 – Recovery and Renewal Plan 2021-2024 (Our Fife Community Portal).

The training programme includes courses which will help local workers to address these challenging issues. We are pleased to offer a suite of Mental Health Training Courses which directly support delivering the priorities in Fife's Mental Health Strategy "Let's really Raise the Bar" 2020-2024.

With direction and leadership from the multi-agency Poverty Awareness Training Group, we are able to offer a range of training courses to provide key workers with the knowledge and skills to support families and individuals impacted by the cost of living crisis. This work is essential if we are to deliver on actions set out within the new Best Start, Bright Futures: tackling child poverty delivery plan 2022-2026.

Working to reduce health inequalities continues to be a key challenge especially with the additional pressures which COVID-19 has placed on those people and families who are most vulnerable in Fife. We have a range of courses to up skill the workforce aimed at Reducing Health Inequalities.

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

We will continue to work closely with partners, trainers and participants to ensure online, virtual workshops and face to face training opportunities are accessible and achieve rich learning and development opportunities.



Ruth Bennett  
Health Promotion Manager

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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 Team



Laura Petrie,  
Senior Health Promotion Officer  
Training



Karen Stirling,  
Health Promotion Training Co-ordinator



Michelle Campbell,  
Health Promotion Training Co-ordinator



Eddie Martin,  
Health Promotion Officer  
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.

The Health Promotion Training Team produce an annual programme which features a wide range of free training and is an opportunity to invest in our workforce through up-skilling and providing a space to share, reflect on and develop best practice. To do this we work closely with many of our voluntary and public sector partners to develop and deliver training courses and see it as a great opportunity to share local expertise, knowledge and information.

## Participants

Training courses are open to all public and voluntary sector workers in Fife as well as staff members from workplaces affiliated with the Health Promotion Workplace team. Participants are encouraged to draw on and share their own 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.

## Trainers

The majority of our trainers are Fife based workers who are willing to share their knowledge and expertise through the delivery of training. Some courses are supported by national trainers from various services and organisations across Scotland.

## Courses

Courses are supported and delivered by various local and national partners. We offer a number of training opportunities to suit everyone's learning needs, these range from:

- Face-to-Face Workshops
- Virtual Workshops
- eLearning Modules
- Learning Bytes
- Webinars
- Learning Hubs

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

## Targeted Training

As well as our core training programme, we can provide additional workshops tailored to the needs of specific teams, services, organisations and/or workplaces. For further information, please contact the training team on: [fife.hittraining@nhs.scot](mailto:fife.hittraining@nhs.scot)

## COVID-19 – Return to Face-to Face Delivery

As we remobilise and recover from the COVID-19 pandemic, we will start to return to face-to-face delivery. To ensure this is done in a safe and efficient way, we will have control measures and risk assessments in place for each workshop, which all trainers and participants will be asked to adhere to. To support this we will continue to follow the Scottish Government and NHS Fife COVID-19 guidance, protocols and procedures.

Many of the face to face workshops on offer had been suspended indefinitely during the pandemic as they were unable to be adapted to be delivered in a digital format. There has been a real demand for these workshops and we are pleased to be able to offer them again, however, it is important to be aware that as part of our control measures, the number of places available on each workshop will be reduced.



As a Training Team we will do all we can to ensure that Trainers and Participants feel safe and get the most out of each workshop they attend. However, following and adhering to the most up to date guidance will be a continuous process and further safety measures may have to be put in place or workshops postponed or cancelled.

## **Data Protection**

The Health Promotion Training Team use the personal data you provide for the purposes associated with continued workforce development, including the administration of courses/workshops, communication with other trainers, monitoring training programmes, audits/surveys and circulating information relating to relevant development opportunities. For further information on our privacy and data protection policy go to our website: <http://hptraining.fife.scot.nhs.uk> or, contact the Training Team on ([fife.hitraining@nhs.scot](mailto:fife.hitraining@nhs.scot)).

***“My health improvement and promotion knowledge was fairly limited. These workshops really helped to give me a great foundation of knowledge and understanding to continue building on, as well as increase my confidence in this area”***

***Participant***

***“I was very reluctant to deliver online as I’m a bit of a technophobe, but the support and guidance provided by the Training Team helped build my skill set and I now have the confidence to deliver virtual sessions. As a result I have now developed a new online course along with one of my colleagues as I was able to share my new found expertise!”***

***Facilitator***

# 1 – Core Skills for Health Improvement

- Groupwork and Facilitation
- Poverty Awareness
- Reducing Health Inequalities
- Working with Key Groups

*“I was able to utilise the skills and knowledge I gained from this course to get the young adults I support to interact with myself and others better.”*

*Participant*

# Introduction to 'Good Conversations'

## Virtual Workshop

### 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 supports an outcome, 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 behaviour 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.

**Duration:** 4 hours

**Platform:** Microsoft Teams. Participants require a digital device capable of providing video and voice participation

### Date(s):

Tuesday 27th September 2022 (13:00 – 16:00)

Thursday 8th December 2022 (09:30 - 12:30)

Wednesday 1st March 2023 (13:00 – 16:00)

### Facilitator(s):

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

**An Introduction to 'Good Conversations' equips participants to give a voice to those who might otherwise not be heard or feel able to express what's important to them.**

**Cost:** Free

# Good Conversation 3 Day Course

## Face to Face Workshop and Virtual Workshop

### Aim:

To provide participants with a good understanding of the Personal Outcomes and Good Conversations approach and the skills to put the approach in to practice

### 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.
- Have a good overview of Outcomes focused conversations and a range of flexible and person-centred conversational strategies and techniques.
- Practiced a set of 'micro skills' to enable people to think about what they want.
- 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 behaviour and possible evidence of already existing solutions.
- Explored an assets-based approach to planning - how to identify and harness the role of the person and practiced making use of tools such a scale to support this
- Been supported to know how to imbed your expertise into the approach.
- Increased awareness of health literacy and skills to support sharing information.
- Been Introduced to skills to enhance self-efficacy.
- Discussed the purpose of review and been introduced to a review framework which supports people to reflect deeply on change (progress and setbacks) towards achieving outcomes
- Explored reflective practice
- Explored conflict and negotiation and skills to support responding to these situations

### Who should attend?

This course will benefit anyone who has supportive conversations in particular those who are coming alongside people living with a long-term health condition, disability or dealing with other challenges either at work or home. It will be of use to staff in all sectors and organisations including those who are managing, supporting and/or training staff. The course builds on and deepens the material covered in the half day introductory course. However, it is not essential to have done the introductory course.

[See next page for course details](#)

**Duration:** Full Day x 3 (9:30am-4:30pm)

The course is spread over a few weeks. It is important that delegates are able to attend all 3 days

**Date(s):**

Thursday 1st, 15th September, Wednesday 5th October 2022 Fife Voluntary Action, Glenrothes (Face to Face Workshop)

Wednesday 9th, 23rd November and 7th December 2022, Microsoft Teams - Participants require a digital device capable of providing video and voice participation (Virtual Workshop)

Wednesday 11th, 25th January & 8th February 2023 Fife Voluntary Action, Kirkcaldy (Face to Face Workshop)

**Facilitator(s):**

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

**\*\*\*Please ensure you read the information and guidance regarding Face to Face Workshops on page 2\*\*\***

Cost: Free

***“This course introduces concepts that empower rather than creating dependency. It equips participants to give a voice to those who might otherwise not be heard or feel able to express what’s important to them.”***

***Facilitator***

# Introduction to Public Health

## Learning Hub

### Public Health Scotland

Public Health is about Improving and protecting the health of the population. This learning hub is suitable for anyone who has an interest in understanding more and will:

- Provide an overview of public health and how it is delivered in Scotland.
- Provide examples of sectors that have a public health role.
- Support learners to reflect on their learning of public health.
- Embed the message that everyone has a part to play.

### How to access:

To access this module click on the following link to access Public Health Scotland's Virtual Learning Environment - Course: Introduction to Public Health ([publichealthscotland.scot](http://publichealthscotland.scot))



# Making Communication Even Better

## Learning Hub

### Public Health Scotland

This learning hub is for anyone working in a frontline public service role encountering people with communication support needs (CSNs). It is also for managers who are involved in the design of services.

Throughout the learning hub, people with different CSNs share their experiences of accessing public services. Sometimes these show good practice and sometimes these result in communication barriers. Public service staff and managers must take action to eliminate these barriers and respond effectively.

The learning hub has been developed in partnership with NHS Education for Scotland, Talking Mats, deafscotland and people who have a CSN.

#### How to access:

To access this module click on the following link to access Public Health Scotland's Virtual Learning Environment: <https://elearning.healthscotland.com/course/view.php?id=573>

**Please note:** To make the module full screen, please hold Fn and F11 on your keyboard.

# Becoming an Effective Digital Trainer

## Level 2

### Virtual Workshop

#### Aim:

To provide trainers with the skills and creativity to be able to plan, design and deliver memorable and effective digital sessions which look at all learning styles.

#### Learning Outcomes:

By the end of this course participants will have:

- Considered how to provide a rich and multi-sensory digital environment that will engage and inspire their learners
- Knowledge and understanding of 'multiple intelligence's' and how these should be considered when planning and delivering a session
- Explored a wide range of digital tools and apps available to use with groups e.g. in meetings, training, presentations and facilitation
- Increased their skills and confidence to plan and provide creative digital learning sessions

#### Who should attend?

This session is for anyone who uses an online platform to deliver training and would like to increase their skills in relation to group dynamics and the use of digital training tools and apps.

**Duration:** 2 hours

**Platform:** Microsoft Teams. Participants require a digital device capable of providing video and voice participation

#### **Date(s):**

Tuesday 6th December 2022 ( 1:00pm - 3:00pm)

Wednesday 1st March 2023 (10:00am - 12:00pm)

#### **Facilitator(s):**

Annemarie Smith, Senior Health Promotion Officer – Localities, Fife Health & Social Care Partnership

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

Pippa Couzens, Nutritionist, Adult Weight Management, NHS Fife

#### **Recommendation:**

Although not a necessity, we do encourage participants to have undertaken the level 1 'Introduction to Digital Creative Facilitation' prior to attending this workshop – see page 11

**Cost:** Free

# Introduction to Digital Creative Facilitation

## Level 1

### Virtual Workshop

#### Aim:

Increase the participant's creativity and confidence when preparing and delivering virtual training sessions using an online platform as well as their skills and confidence to deliver innovative activities through participative group work.

#### Learning outcomes:

By the end of this course participants will have:

- Increased understanding of the variety of tools to create a rich learning environment.
- Identified ways of incorporating digital resources to stimulate creativity and enhance different learning styles/techniques.
- Better understanding of digital creative facilitation.

#### Who should attend?

This session is for anyone who uses an online platform to deliver training and would like to increase their creativity and skills to enhance a training session.

**Duration:** 1.5 hours

**Platform:** Microsoft Teams. Participants require a digital device capable of providing video and voice participation

#### **Date(s):**

Tuesday 24th October 2022 (2:30pm – 4:00pm)

#### **Facilitator(s):**

Annemarie Smith, Senior Health Promotion Officer – Localities, Fife Health & Social Care Partnership

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

Pippa Couzens, Nutritionist, Adult Weight Management, NHS Fife

#### **Recommendation:**

For enhanced digital training we recommend undertaking the level 2 workshop 'Becoming an Effective Digital Trainer' – page10

**Cost:** Free

# Digital Facilitation

## Learning Bytes

### NHS Education for Scotland (NES)

#### Online Learning: Facilitation using MS Teams

This is a how to guide and a helpful video on the key functions of Microsoft Teams that can help make your online learning session interactive and keep your participants engaged.

**Duration:** 27 minutes

**How to access:**

You can access by clicking on the following link <https://vimeo.com/461010675> or...

NHS and Health & Social Care staff can view and access the module by signing in to their Turas account. Other sectors can register for a free Turas account. It is simple and free to register an account with Turas Learn here:

<https://turasdashboard.nes.nhs.scot/User/PersonalDetails/Create>

#### Designing and Presenting Online Learning

The design and over all presentation of your online learning session is key to the success of your session. This video brings together the key principles and best practice and includes a session plan template to use when designing your sessions.

**Duration:** 24 minutes

**How to access:**

You can access by clicking on the following link <https://vimeo.com/461010550> or...

NHS and Health & Social Care staff can view and access the module by signing in to their Turas account. Other sectors can register for a free Turas account. It is simple and free to register an account with Turas Learn here:

<https://turasdashboard.nes.nhs.scot/User/PersonalDetails/Create>

# Fife Poverty Awareness Training Group

**Poverty affects a significant proportion of the Fife population and can have a detrimental impact on many areas of people's lives.** This can include their mental health and wellbeing, their ability to develop skills, find or maintain employment and can threaten basic needs such as access to food and housing. **The Covid-19 pandemic has further increased the number of people living in poverty and making things significantly worse for those already experiencing poverty.**

The Fife Fairness Matters Report 2015 stated that a widespread culture change is required across Fife Partnership to ensure that everyone is treated with dignity, regardless of their persona or neighbourhood circumstances. **It identified frontline staff as key to this and emphasised that all those coming into contact with people experiencing poverty and inequality should have an understanding of the causes and consequences in order for them to act with respect and empathy and to be in a position to challenge misconceptions and pre-conceived ideas.** The report recommended that 'Fife Partnership should rapidly implement poverty training and workforce development for Fife Council staff and those in partner organisations' which was agreed by Fife Partnership Board as a priority action for 2016-2017.

As a result a multi-agency Poverty Awareness Training Group was set up in response to the recommendation and established free training sessions to support workers across all sectors in Fife and reports to the Tackling Poverty and Preventing Crisis Board.

The Group work to ensure that training offered reflects current issues such as the cost of living crisis and supports key areas of work including income maximisation, no wrong door approach, child poverty to name but a few.

Strong links are made with key local and national services and organisations to support the priorities, ambitions and actions set out within strategic plans such as Plan4Fife, Best Start, Bright Futures Delivery Plan, Public Health Priorities for Scotland, Fife Child Poverty Action Plan...

**Courses on offer are suitable for frontline staff and managers,** increasing and updating their knowledge and skills, enabling further support for service users, families and individuals. **90% of participants attending these courses agreed that they were extremely/very valuable to their role.**

In addition to the courses offered within this Training Programme, we will also be adding other sessions throughout the year, particularly around income maximisation and benefit calculations. **We can also deliver targeted sessions to teams, services and organisations.** For further information please contact the Health Promotion Training Team.

**Moving forward, the group will continue to steer this work and identify new and innovative training/workshops that reflect current issues and increase the skills, confidence, expertise and knowledge of frontline staff who play an essential role in supporting the people of Fife.**

***"Many of the families I see regularly are experiencing difficulty with their budgeting skills and are worried how to manage with the changes in welfare reform. I have been able to pass on the information to them from this course and also direct them to other knowledgeable services."***

***Participant***

## Links to key documents/websites:

[A Scotland where everybody thrives: Public Health Scotland's Strategic Plan 2020-2023](#)

[Benefits calculators - GOV.UK \(www.gov.uk\)](#)

[Best Start, Bright Futures - Tackling Child Poverty Delivery Plan 2022-26](#)

[Child Poverty Action Group Scotland](#)

[Fife Fairness Matters Report](#)

[Fife Health and Social Care Partnership – Strategic plan for Fife 2019-2022](#)

[Joseph Rowntree Foundation - Scotland](#)

[Local Outcome Improvement Plan 2017-2027 – Plan4Fife](#)

[Our Fife – Community Portal – here you can also access the Recovery and Renewal Plan for Fife 2021-2024 update](#)

[Poverty Alliance](#)

[Public Health Priorities for Scotland](#)

[Scotland's National Performance Framework](#)



***“Offering poverty training to services across all sectors is a very rewarding experience. It allows me to give a voice to people who live in poverty and hopefully support the knowledge and understanding of other services of the barriers people in poverty experience. It helps to bust myths and challenge workers knowledge of what growing up in poverty means and hopefully improve the services offered to everyone.”***

***Facilitator***



# Benefit Basics in Scotland

## Virtual Workshop

### Aim:

Participants will learn the basics of social security and be able to identify which benefits are available to the people they work with. They will understand the key life events that can have an impact on benefit entitlement and recognise when someone should make a new claim or report a change in circumstances. The course will also look at the key concepts of means-testing, contributory and other benefits and which benefits can be claimed together.

The course covers, the UK and Scottish social security systems; Universal credit basics; Disability and carers' benefits in the UK and Scotland, Knowing who can help

### Learning Outcomes

By the end of the course, participants should: ·

- Understand the structure of the benefits system
- Have a basic understanding of benefits currently available in different circumstances
- Understand some of the key concepts in means-tested benefits
- Have a more detailed understanding of key benefits such as universal credit and personal independence payment
- Have increased awareness of the Scottish benefits system.

### Who should attend?

This course is for anyone working with people on low incomes or with additional needs.

**Duration:** Full-day equivalent course delivered online from 9:45am to 1:00pm across two consecutive mornings

**Platform:** Zoom or Microsoft Teams

#### **Date(s):**

Monday 25th and Tuesday 26th October 2022

Tuesday 10th and Wednesday 11th January 2023

#### **Facilitators(s):**

Moira Escreet, Child Poverty Action Group (CPAG) in Scotland

**Please note:** that this is not an exhaustive introduction to the social security system. Instead, the course highlights the important and commonly claimed benefits and will equip participants to help support and advise claimants, thereby tackling poverty and reducing health inequalities

**Cost:** Free

# Challenging Poverty Stigma and Discrimination

## Learning Hub

### Public Health Scotland

This learning hub is aimed at those who work in frontline public services with some of the sections dedicated to those in management roles. It creates an opportunity for you to develop your understanding of poverty stigma and discrimination. It will introduce new ways to challenge poverty stigma and enable you to implement changes to your practice.

#### How to access:

To access this module click on the following link to access Public Health Scotland's Virtual Learning Environment: <https://learning.publichealthscotland.scot/course/view.php?id=577>

# Child Poverty, Health & Wellbeing

## eLearning Module

### Public Health Scotland

This module aims to raise your awareness of child poverty in Scotland and how poverty can impact on children and young people's health and wellbeing. The module will look at causes of child poverty, how it is measured, and you will spend time considering your role in tackling child poverty.

This module will provide learning support on child poverty for health visitors and midwives – through both undergraduate programmes in higher education institutions and continuing professional development in Scotland – and support them to consider their role in helping to assist children and their families who are living in poverty and affected by austerity.

In addition, this resource will be particularly relevant to individuals working across health, social care, education, the public sector and people who are in contact with children at work.

The module includes five sections and should take around 2.5 hours to complete.

### Learning outcomes:

After completing the module you will be able to:

- Describe what child poverty is and what causes it
- Outline how child poverty is defined and measured in Scotland
- Explain how poverty impacts children and young people's health and wellbeing
- Reflect on your role in reducing the impact of child poverty

### How to access:

Click the following link to access this module through Public Health Scotland's Virtual Learning Environment - <http://elearning.healthscotland.com>

# Fuel Poverty

## eLearning

### Fife Council

#### Aim:

This eLearning module has been produced to give frontline staff an awareness of what fuel poverty is and how it affects residents in Fife. It explains the definition and causes of fuel poverty and the signs we can look out for when dealing with clients.

#### Learning outcomes:

By the end of this course, participants will have an increased knowledge of:

- The meaning of “fuel poverty”
- The difference between fuel poverty and “extreme” fuel poverty
- How fuel poverty affects residents in Fife and what it looks like
- The causes and drivers of fuel poverty
- Health implications caused by living in a cold home
- Common signs to look out for
- Referral processes and who can help.

#### 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 in our communities.

#### How to access:

This eLearning module is available through Fife Council Learning Platform.

All Council employees can access it through their ‘Oracle Cloud’ account.

External learners/partner agencies can access it by clicking on the following link:

<https://fifecouncil.learningnexus.co.uk/>

# Scottish Child Payment

## eLearning

### Child Poverty Action Group (CPAG) in Scotland

This eLearning course aims to equip staff in frontline services with knowledge and skills to help clients access Scottish child payment so that more families will get this important new financial support. It is for anyone working directly with low income households in health, education, childcare, social work and voluntary sector, who can play a part in promoting take-up and maximising income.

#### Learning Outcomes:

By the end of this course participants will:

- Be more aware of families who should claim Scottish child payment
- Feel more confident about asking clients if they have claimed
- Be able to give basic information on Scottish child payment to help clients claim what they are entitled to.

#### How to access:

Click the following link to access this module through CPAG website: <https://elearning.cpag.org.uk/course/view.php?id=468>

# Scottish Social Security

## eLearning

### Child Poverty Action Group (CPAG) in Scotland

This eLearning course is about Scotland's new social security system. It aims to help frontline staff learn about what benefits you can already get from Social Security Scotland and what others are coming in the future. It is for anyone working directly with low income households in health, education, childcare, social work and voluntary sector, who can play a part in promoting take-up and maximising income.

#### Learning Outcomes:

By the end of this course participants will know:

- what Scottish benefits are available now
- who's eligible for Scottish benefits
- what Scottish benefits are coming in the future
- how people can apply.

#### How to access:

Click the following link to access this module through CPAG website: <https://elearning.cpag.org.uk/course/view.php?id=488>



# Scottish Welfare Fund

## eLearning

### Child Poverty Action Group (CPAG) in Scotland

The Scottish welfare fund helps people on low incomes in Scotland. It provides grants to people in crisis or people who need help to set up or maintain a settled home. It is for anyone working directly with low income households in health, education, childcare, social work and voluntary sector, who can play a part in promoting take-up and maximising income.

#### Learning Outcomes:

By the end of the course participants will know:

- who can get a grant from the Scottish welfare fund
- how to apply
- what to do if you're turned down for a grant.

#### How to Access:

Click the following link to access this module through CPAG website:

<https://elearning.cpag.org.uk/enrol/index.php?id=14>

# Poverty Awareness Information Session

## Virtual Workshop

### Aim:

The aim is to raise awareness of the nature and impact of poverty in Fife today and to equip participants with the knowledge to provide practical help and support.

### Learning Outcomes:

By the end of this course participants will have:

- Understanding of the nature of poverty in Fife today.
- The different types of poverty
- Knowledge of local sources and pathways of support
- Advice on signposting and referrals.
- Increased confidence to have a supportive and healthy conversation about poverty

### Who should attend?

This session is for anyone who would like further information, guidance and advice to be able to support those affected by the poverty crisis

**Duration:** 45-60 minutes

**Platform:** Microsoft Teams. Participants require a digital device capable of providing video and voice participation

### Date(s):

Thursday 22nd September 2022 (10am-11am)

Monday 12th December 2022 (1pm-2pm)

Wednesday 15th February 2023 (11am-12pm)

### Facilitator(s):

Members of the multi-agency Poverty Awareness Training Group and Health Promotion Service

Cost: Free

# Supporting Low Income Families

## Virtual Workshop

### 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

### Who should attend?

Those from any organisation who work with people on low incomes. Participants do not need an in-depth knowledge of current benefits and welfare related work to attend.

**Duration:** half day

**Platform:** Microsoft Teams. Participants require a digital device capable of providing video and voice participation

### Date(s):

Wednesday 14th September 2022 (09.45 -13.00)

Thursday 13th October 2022 (09.45 -13.00)

Thursday 17th November 2022 (09.45 -13.00)

Thursday 26th January 2023 (09.45 -13.00)

### Facilitator(s):

Mark Willis, Child Poverty Action Group (CPAG) in Scotland

### Additional Information:

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.

**Cost:** Free

# UK Poverty 2022:

## The essential guide to understanding poverty in the UK

### Webinar

#### Joseph Rowntree Foundation

This webinar took place at the beginning of 2022 with a focus on - What is the picture of Poverty in the UK at the start of 2022, coming up two years after a global pandemic struck? How far has the pandemic changed the reality of those at risk of poverty? Who has been well supported and now has better prospects? Who is facing deep and persistent poverty?

**Duration:** 60 minutes

**How to access:**

Click on the following link - <https://www.jrf.org.uk/event/uk-poverty-2022-essential-guide-understanding-poverty-uk>

# Universal Debit

## Face to Face Workshop

### Aim:

This workshop assists participants to understand the impact of moving on to Universal Credit has upon families.

### Learning outcomes:

By the end of this course participants will have:

- Explored the dilemmas and choices a parent had to make when faced with the 5 week assessment period.
- Looked at the impact upon all members of the family using the GiRFEC wellbeing indicators.
- Explored their own attitude and values towards families who are living in poverty.

### Who should attend?

This workshop will support people to understand the effect of low income how this impacts upon all members of the family's health, both physically and mentally.

**Duration:** 3 hours

### Date(s):

Thursday 10th November 2022 (09:30- 12:30)

Thursday 9th February 2023 (09:30 – 12:30)

### Venue:

Fife Gingerbread Unit 9, Craig Mitchell House, Flemington Road, Queensway Industrial Estate, Glenrothes

### Facilitator(s):

Kathryn Millar, Families and Children's Manager, Fife Gingerbread

Michelle Melville, Volunteer, Fife Gingerbread

**\*\*\*Please ensure you read the information and guidance regarding Face to Face Workshops on page 2\*\*\***

Cost: Free

# Wave Of Life - The Child's Voice When Living in Poverty

## Face to Face Workshop

### Aim:

The aim of this course is to give practitioners an awareness of how poverty impacts children and young people and explores how we listen and hear their voice. Giving children the best start in life is an aspiration of the Scottish government "Every child deserves every chance" and Fife Council's service Plan stats "Fife where every child and young person matters". Therefore, it is important the children and young people impacted by poverty are given special attention so that their needs matter, listened to and heard.

### Learning outcomes:

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

- Look at their practice and how this includes listening to the children and young person
- Explore the tool they use to hear what the children have to say
- A better understanding of the rights of children and young people
- Understand the changes in Scottish Legislation in regard to the UNCRC

### Who should attend?

All practitioners who work with families in their daily job and whose actions will impact upon the children and young people's wellbeing.

**Duration:** 3 hours

### Date(s):

Thursday 24th November 2022 (09:30 -12:30)

Thursday 23rd February 2023 (09:30 -12:30)

### Venue:

Fife Gingerbread, Unit 9, Flemington Road Queensway Industrial Estate Glenrothes

### Facilitator(s):

Kathryn Millar, Families and Children's Manager, Fife Gingerbread

Robyn Dearden, Early Years Team Leader, Fife Gingerbread

**\*\*\*Please ensure you read the information and guidance regarding Face to Face Workshops on page 2\*\*\***

Cost: Free



# Working your way out of Poverty

## Face to Face Workshop

### Aim:

The aim of this course is to give practitioners an awareness of how the of how poverty impacts a whole family with a higher cost of living and living on a low budget. We will look at Best start, Brighter futures, the key priority groups and different routes out of poverty. And to look at long term change to reduce inequalities, improve outcomes for families and reduce the number of children living in poverty in Fife.

### Learning Outcomes:

By the end of this course participants will have:

- A better understanding of what poverty means for the whole family
- Understanding the key priority groups
- Increased knowledge of barriers to employment and to sustaining employment for the key priority groups
- An understanding of “Does it pay to get work??”

### Who should attend?

All practitioners who work with families who are living in poverty as part of their daily job

**Duration:** 2.5 hours (9:30am-12:00pm)

### Date(s):

Thursday 26th January 2023

Thursday 16th March 2023

### Venue:

Fife Gingerbread, Craig Mitchell House, Flemington Road, Glenrothes

### Facilitator(s):

Zoe Taylor, Community and Inclusion Development Co-ordinator, Fife Gingerbread

Lyndsay Thomson, Project Coordinator, Lone Parent, Poverty and Work, Fife Gingerbread

**\*\*\*Please ensure you read the information and guidance regarding Face to Face Workshops on page 2\*\*\***

Cost: Free

# What are Health Inequalities?

**Health inequalities are the unjust differences in health and wellbeing that are the result of inequality in individual, societal and economic circumstances.**

Long-term health inequalities 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.**

Public Health Scotland's Strategic Plan 2020-2023 has a vision of a Scotland 'where everybody thrives' The Plan sets out priorities that focus on improving the health and healthy life expectancy of the people in Scotland.

Scotland's Public Health Priorities reflect Scotland's health challenges and the effort needed nationally, regionally and locally to improve the health of the population and to reduce the unacceptable variation in life expectancy that exists across Scotland and tackling the health inequalities that prevent good health.

**Tackling inequalities is also a key strategic priority for Fife's Community Planning Partners and is embedded throughout the ambitions and priority themes within Fife's Local Outcome Improvement Plan 2017-2027 – Plan 4 Fife.**

## Links to key documents/websites:

[A Scotland where everybody thrives: Public Health Scotland's Strategic Plan 2020-2023](#)

[Fife Health and Social Care Partnership – Strategic plan for Fife 2019-2022](#)

[Fife's Local Outcome Improvement Plan 2017-2027 – Plan 4 Fife](#)

[Our Fife Community Portal – here you can also access the Recovery and Renewal Plan for Fife 2021-2024 update](#)

[Public Health Priorities for Scotland](#)

[Scotland's National Performance Framework](#)

***“I have gained a lot of knowledge that I can continue to build on, as well as increased confidence because of this new knowledge.”***

***Participant***

# Breaking barriers to reduce inequalities

## Learning Hub

### Public Health Scotland

All public services in Scotland have a responsibility to reduce inequalities and help create a society where everyone can thrive. This learning hub provides practice development and improvement support aimed at supporting public services to address the barriers that cause inequalities. The hub primarily targets those who provide essential and emergency public services (including health, social care, education, housing, police, fire and rescue services) across all sectors. It is also useful for everyone who works in a public service as it will support action to reduce inequalities and improve population life outcomes.

While we recognise that many actions result in reducing inequalities, this hub focuses on three broad areas.

- Making services inclusive for all.
- Effective partnership working to reduce inequalities.
- Advocacy to reduce inequalities.

To reduce inequalities in a sustainable way requires collective action. Therefore, this resource will be most beneficial for use within services.

Learners accessing this hub will benefit from having a prior understanding of health inequalities.

### How to access

To access this module click on the following link to access Public Health Scotland's Virtual Learning Environment

# Creating a Fairer Healthier Fife

## Virtual Workshop

### Aim:

The aim of this session is to define what we mean by health, explore the dimensions of health and increase knowledge on health inequalities and the impact of COVID-19.

### Learning outcomes:

By the end of this course participants will have:

- Explored definitions of health
- How to take a holistic approach to the dimensions of health
- Introduced the determinants of health
- Introduced health inequalities
- Explored how your role can influence impacts of COVID-19

### 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.

**Duration:** 1.5 hours

**Platform:** Microsoft Teams. Participants require a digital device capable of providing video and voice participation

### **Date(s):**

Tuesday 1st November 2022 (2:00pm – 3:30pm)

Thursday 1st December 2022 (10:00am – 11:30am)

### **Facilitator(s):**

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

Katie Provan, Senior Health Promotion Officer – Localities, Fife Health & Social Care Partnership

**Cost:** Free

# Demonstrating your impact on health inequalities

## Learning Hub

### Public Health Scotland

This is a flexible resource with five sections, which you can dip in and out of depending on your specific learning need. You will benefit from having an awareness of [understanding of health inequalities](#) prior to using this resource.

This resource has been adapted from the '[Recognising our Rich Tapestry: measuring the contribution of third sector organisations to tackling health inequalities](#)' developed by Evaluation Support Scotland.

### Learning outcomes:

On completion of the entire resource, you will be able to:

- take an outcomes planning approach to tackling health inequalities
- measure your impact on health inequalities
- explain your impact on health inequalities.

### How to access:

To access this module click on the following link to access Public Health Scotland's Virtual Learning Environment

# Health Behaviour Change 1 and 2

## eLearning

### Public Health Scotland

#### 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.

#### How to access:

To access this module click on the following link to access Public Health Scotland's Virtual Learning Environment: <http://elearning.healthscotland.com>

#### 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.

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.

#### How to access:

To access this module click on the following link to access Public Health Scotland's Virtual Learning Environment: Course: Health behaviour change level 2 ([publichealthscotland.scot](http://publichealthscotland.scot))

#### Recommendation:

These can be undertaken as standalone modules. However, we recommend that participants undertake the Map of Health Behaviour Change eLearning module to get an overall picture of the Health Behaviour Change framework and context.

# Health Inequalities

## Learning Hub

### Public Health Scotland

This learning hub is suitable for anyone who has an interest in understanding health inequalities in Scotland and the steps you can take to help reduce them. You will focus on understanding the link between discrimination, inequality, and health Inequalities, providing you with a strong foundation knowledge of the subject matter.

#### Learning hub objectives:

- Provide an overview of discrimination and its impact on Scotland's population
- Introduce the link between discrimination, inequalities and health inequalities
- Introduce the causes and impact of health inequalities in Scotland
- Introduce the values that result in positive outcomes for people
- Promote a human rights-based approach to address health inequalities
- Support reflection of current practice and application of new learning into practice.

#### How to access:

To access this module click on the following link to access Public Health Scotland's Virtual Learning Environment: <https://learning.publichealthscotland.scot/course/view.php?id=580>

# Improving Health: Developing Effective Practice

## Virtual Workshops

### Aim:

The aim of this training is 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:

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

### Who should attend?

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.

**Duration:** 3 hours per workshop (1:00pm-4:00pm)

**Platform:** Microsoft Teams. Participants require a digital device capable of providing video and voice participation

### Date(s):

Workshop 1 - Thursday 12th January 2023

Workshop 2 - Thursday 26th January 2023

Workshop 3 - Thursday 9th February 2023

Workshop 4 - Thursday 23rd February 2023

Workshop 5 - Thursday 9th March 2023

Workshop 6 - Thursday 23rd March 2023

Workshop 7 - Thursday 6th April 2023

**Please Note:** Participants must commit to and attend all 7 workshops to complete the course

### Facilitator(s):

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

Katie Provan, Senior Health Promotion Officer – Localities, Fife Health & Social Care Partnership

**Cost:** Free



# Health Literacy: You can make a difference

## eLearning

### NHS Education for Scotland (NES)

Promoting positive health literacy is everyone's responsibility. Learners will find out why health literacy is important and how to use some simple techniques including TeachBack, chunk and check, using pictures and simple language to improve how they communicate and check understanding with others.

Participants can develop an action plan throughout the module to demonstrate how they intend to use the techniques in their practice.

#### How to access:

NHS and Health & Social Care staff can view and access the module by signing into their Turas account. Other sectors can register for a free Turas account. It is simple and free to register an account with Turas Learn here: <https://turasdashboard.nes.nhs.scot/>

# Helping Adults to Choose Change

## Virtual Workshop

### 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.

**Duration:** 2 hours

**Venue:** Microsoft Teams. Participants require a digital device capable of providing video and voice participation

**Date(s):**

Thursday 17th November 2022 (09:30 – 11:30)

**Facilitator(s):**

Fiona Lockett, Senior Health Promotion Officer – Food and Health Fife Health and Social Care Partnership

**Cost:** Free

# Introduction to Community Engagement

## Virtual Workshop

### Aim:

This will be a virtual course delivered over 2 sessions, the first session will introduce community engagement practice and methods and the 2nd session will introduce the VOICE tool and allow participants to plan and evaluate their own work practice.

### Learning Outcomes:

By the end of this course participants will:

- Feel confident in describing community engagement practice
- Be able to apply the national Standards for community engagement to their work practice
- Have knowledge of the policy and legislation surrounding community engagement practice
- Be able to plan community engagement activity using VOICE, an online tool to support practice.

### Who should attend?

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

**Duration:** 3 hours

**Platform:** Zoom. Participants require a digital device capable of providing video and voice participation

### Date(s):

Thursday 17th November 2022 (09:30 – 12:30)

Thursday 31st January 2023 (13:00 – 16:00)

### Facilitator(s):

Engaging Communities Fife Network

Cost: Free

# Making Connections between Health, Housing and Homelessness

## Learning Hub

### Public Health Scotland

This learning resource aims to raise your awareness of the opportunities and challenges associated with reducing health inequalities and increasing impact made when engaging with people whose health and wellbeing could be affected by inappropriate housing circumstances.

The resource is applicable to learners at any level and provides foundation knowledge, and skills development, with signposting to additional resources for those wanting to explore further. Learners most likely to benefit from this resource include frontline NHS Primary Care Staff.

#### How to access:

To access this module click on the following link to access Public Health Scotland's Virtual Learning Environment <https://learning.publichealthscotland.scot/course/view.php?id=553>

# MAP of Health Behaviour Change

## eLearning

### NHS Education for Scotland (NES)

MAP is based on the Health Behaviour Change Competency Framework, it brings together the specific skills that professionals can use to support behaviour change, as well as a system for deciding which skills to use and when. The MAP model is generic enough to be relevant for all behaviours, conditions and types of consultations and interactions (long, short, planned, opportunistic) so the training is suitable for a wide variety of practitioners in both health and social care.

This eLearning module is suitable for all registered healthcare professionals who have the opportunity to support people to make changes to their behaviour which will improve their health and wellbeing.

You will be guided through three scenarios which demonstrate how MAP can be used to:

- Motivate someone to change
- Help someone plan and implement change
- Maintain that change long-term, in the face of challenges.

You will also learn about how the things around us (e.g. where we live, our family) and our habits can influence our behaviour and what we can do to lessen this influence when they make change difficult, or to enhance their influence when they make change easier.

#### How to access:

Please click on the following link for further information and to access the eLearning module:

<https://www.nes.scot.nhs.uk/our-work/behaviour-change-for-health/>

**Please Note:** The MAP of Health Behaviour Change 'eLearning' is the first part of a blended learning programme. The MAP of Health Behaviour Change 'virtual workshop' is the second part participants need to undertake to complete the full course.

# MAP Health Behaviour Change

## Virtual Workshop

### Aim:

Supporting health behaviour change is an important element of providing care for patients/clients on an individual and service level.

This training aims to provide health and social care practitioners who currently support service users (or services) to change their health behaviour, and who have completed the MAP eLearning module, the opportunity to practice using the MAP model and associated behaviour change techniques (BCTs).

The workshop includes a variety of activities designed to help practitioners further develop their skills and knowledge and to increase confidence in using MAP with their patients/clients/services.

### Learning Outcomes:

By the end of this course participants be able to:

- Use the MAP model to structure consultations with patients/clients/services about changing their behaviour
- Use the BCTs included in the MAP approach according to a minimum specified standard
- Be able to adapt responses and techniques used based on the patient's context
- Use the MAP model to support the integration of these skills into their own practice

### Who should attend?

This virtual workshop is open to any practitioners who have the opportunity to support service users and services to change their health behaviour.

Using theory based, evidence driven techniques to understand and support health behaviour change within each individual's context and within wider society. Supporting those who are most at risk.

**Duration:** Full day

**Platform:** Microsoft Teams. Participants require a digital device capable of providing video and voice participation

**Date(s):**

Wednesday 2nd November 2022

**Facilitator(s):**

Alicia Knight, Lead Physical Health Coordinator (Mental Health), NHS Borders

**Please Note:** To be eligible to undertake this workshop, participants must have completed the MAP of Health Behaviour Change eLearning Module before attending.

**Cost:** Free

# Reduce the Risk – Cancer Prevention

## Virtual Workshop

### Aim:

This session aims to provide individuals with the knowledge and skills necessary to provide brief advice to clients on modifiable risk factors associated with cancer prevention.

### Learning outcomes:

By the end of this course participants will have:

- The knowledge of the modifiable risk factors of developing cancer
- The knowledge of breast, lung and bowel cancer's early signs and symptoms
- An understanding of the positive impact that detecting cancer at an early stage can have on treatment options
- An increased awareness of breast and bowel cancer screening available through the NHS.

### Who should attend?

This course would be appropriate for health professionals and individuals alike who are interested in affecting change which could reduce cancer risk through delivery of brief intervention.

**Duration:** 1 hour

**Platform:** Microsoft Teams. Participants require a digital device capable of providing video and voice participation

**Date(s):**

Wednesday 26th October 2022 (13:00-14:00)

**Facilitator(s):**

Robert Norrie, Assistant Health Promotion Officer, Fife Health & Social Care Partnership

**Cost:** Free

# The link between Health Literacy and Health Inequalities

## eLearning

### Public Health Scotland and NHS Ayrshire and Arran

#### Aim:

This eLearning module helps to deliver the national health literacy plan by encouraging individuals and organisations to be mindful of health literacy. The module is suitable for both operational frontline staff and managers who can influence organisational change.

#### Learning Outcomes:

By the end of the module, you should be able to:

- Describe the relationship between health literacy and health inequalities
- Recognise the importance of good health literacy to keep people well
- Identify groups at risk of low health literacy and the challenges that these groups may face
- Reflect on what you can do in your role to improve health literacy and have a positive impact on health and wellbeing.

#### How to access:

To access this module click on the following link to access Public Health Scotland's Virtual Learning Environment: <https://learning.publichealthscotland.scot/course/view.php?id=561>



# Understanding Health Literacy

## Virtual Workshop

### Aim:

The course aim is to increase participants' understanding of health literacy and its impacts on health and wellbeing.

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.

### Learning outcomes:

By the end of this course participants will have:

- Explain what health literacy is and why it is important
- Understand how good health literacy skills can support with self-managing health conditions
- Explain how poor health literacy leads to health inequalities
- Understand who is at risk of poor health literacy and know how to support them to overcome the barriers they face when accessing health information
- Apply health literacy tools and techniques to check for understanding.

### Who should attend?

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

**Duration:** 1 hour

**Platform:** Microsoft Teams. Participants require a digital device capable of providing video and voice participation

### Date(s):

Monday 7th November 2022 (10.00 -11.00)

Tuesday 7th February 2023 (10.00 - 11.00)

Tuesday 7th March 2023 (10.00 - 11.00)

### Facilitator(s):

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

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

Pippa Couzens, Nutritionist, Adult Weight Management, NHS Fife

**Cost:** Free

# Adult Protection

The support and protection of adults at risk is the responsibility of everyone, including members of the public, professionals, all statutory agencies, public bodies, voluntary and private providers. Effective communication and joint working is key to the prevention of harm. The opportunity for harm is reduced by making sure that adults are empowered and supported to make their own choices about their lives and to live as independently as possible.

The Adult Support and Protection (Scotland) Act 2007, places a duty on public bodies including Police, Councils, Care Inspectorate, Office of Public Guardian, Mental Welfare Commission and NHS to report their concerns if they know or believe an adult may be at risk of harm. It is therefore important that all NHS employees and members of those public bodies, whatever their role and responsibilities, understand that preventing harm and taking action to deal with it is an important part of their day-to-day work.

If you know or believe that an adult may be at risk of harm you must report it.

## Act against harm

### Links to key documents/websites:

<https://www.fife.gov.uk/kb/docs/articles/health-and-social-care2/help-for-adults-and-older-people/adult-support-and-protection>

[Adult Support and Protection \(Scotland\) Act 2007](#)

[Adult Support and Protection Revised Code of Practice](#)



# Child Protection

## Fife Child Protection Committee

Our Child Protection Committee is made up of representatives from across the main statutory and voluntary organisations in Fife.

The purpose of the Child Protection Committee is to make sure that local agencies work together to protect children. Working together with the community, we can be assured that all children in our area are protected from harm and given the best possible chance in life.

The Child Protection Committee has a number of sub-groups which take work forward on behalf of the Committee. These are listed below:

- Case Review Working Group
- Initial Referral Discussion Strategic Oversight Group
- Child Sexual Exploitation Group
- Missing Persons and Human Trafficking Group
- Self-Evaluation and Improvement Group
- Workforce Development Group

If you are worried about a child or young person speak to someone as soon as possible and tell them about your concerns.

Please visit our website for more information and training opportunities: [www.fife.gov.uk/childprotection](http://www.fife.gov.uk/childprotection)



# 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 throughout Fife categorised into levels depending on participants role and desired outcomes. Courses range from e-learning modules, blended learning and webinars around all aspects of violence against women including:

Domestic abuse, Domestic Abuse and the Protection of Children, Marac and High Risk Victims, Engaging Safely with Male Perpetrators of Domestic Abuse and Under Pressure: preventing abuse and exploitation in teen relationships.

Sexual abuse, including Rape & Sexual Violence, Supporting to Report and Handling Disclosures, Supporting Adult Survivors of Childhood Sexual Abuse, Identifying, and working with stalking behaviours, Gender, Forced Marriage and Female Genital Mutilation (FGM).

The Training Programme is released twice a year and available here:

<https://www.fife.gov.uk/kb/docs/articles/health-and-social-care2/violence-against-women/training>

Further information on all FVAWP training courses can be obtained by contacting Louise Radcliffe: [fvawp@fife.gov.uk](mailto:fvawp@fife.gov.uk)

# Health Promotion Information and Resources Centre

The Information and Resources Centre (IRC) provides resources and materials to anyone working with the population in Fife on health improvement. 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 campaign.

To arrange training through the Information and Resources Centre, contact:

**Tel:** 01592 226494

**Email:** [fife.infocentre@nhs.scot](mailto:fife.infocentre@nhs.scot)

# Are You Deaf Aware?

## Face to Face Workshop

### 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, health and social care and the voluntary sector.

**Duration:** Half day (09:30-12:00)

### Date(s):

Thursday 27th October 2022, Carnegie Conference Centre, Dunfermline

Monday 28th November 2022, The Bay Hotel, Kinghorn

### Facilitator(s):

Ailsa Flett, Development Worker, Deaf Communication Service

**\*\*\*Please ensure you read the information and guidance regarding Face to Face Workshops on page 2\*\*\***

Cost: Free

# British Sign Language (BSL) and Tactile BSL

## eLearning

### Public Health Scotland

#### Aim:

This resource aims to increase your awareness of BSL and support you to reflect on and improve your practice.

#### Learning outcomes:

On completion of this resource, you will be able to:

- recognise the different types of communication support needs
- describe the basics of BSL as a language and the rights of BSL users
- respond appropriately to the communication preferences of BSL users
- reflect on ways of improving current practice.

#### How to access:

To access this module click on the following link to access Public Health Scotland's Virtual Learning Environment: Course: British Sign Language (BSL) and Tactile BSL ([publichealthscotland.scot](https://publichealthscotland.scot))

# Adult Protection

## eLearning

### NHS Fife

#### Aim:

The aim of the module is to provide an understanding of the Adult Protection framework and importantly your role and responsibility within it.

#### How to access:

NHS and Health & Social Care staff can view and access the module by signing into their Turas account. Other sectors can register for a free Turas account. It is simple and free to register an account with Turas Learn here: <https://turasdashboard.nes.nhs.scot/User/PersonalDetails/Create>



# Gambling – There's a Great Deal at Stake

## Face to Face Workshop

### Aim:

To raise awareness of the issue of gambling, the patterns of use, behaviours and an overview of harms caused.

### Learning outcomes:

By the end of this course participants will have:

- An increased knowledge of gambling and gambling harms
- An understanding of pathways to gambling
- An increased awareness of the relationship between gambling and other health related issues
- An increased awareness of the main influences for gambling and risk-taking behaviour
- Knowledge of local gambling support available in Fife.

### Who should attend?

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

**Duration:** 2 hours (14:00 -16:00)

### Date(s):

Wednesday 5th October 2022, The Ivy Room Ward 7 Cameron Hospital, Windygates

### Facilitator(s):

Kirsty Gallagher, Assistant Health Promotion Officer, Fife Health & Social Care Partnership

**\*\*\*Please ensure you read the information and guidance regarding Face to Face Workshops on page 2\*\*\***

Cost: Free

# Understanding Adult Protection

## Virtual Workshop

### Aim:

Introduction to the Adult Support and Protection, related legislation and what to do if you witness, suspect or receive information about an adult who may be at risk of harm.

### Learning outcomes:

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

- Recognise and understand who an adult at risk is
- Recognise and understand types and patterns of harm
- Be clear that you have a duty to report any concerns about actual or suspected harm
- Be clear you have a responsibility to identify who you would report any concerns to
- Have an awareness of the principles within adult support and protection legislation
- Be aware of the procedures and guidelines in your organisation that would support you in reporting concerns.

### Who should attend?

For any worker who, as part of their job are likely to come into contact with adults who may be at risk of harm.

**Duration:** 2.5 hours

**Platform:** Microsoft Teams. Participants require a digital device capable of providing video and voice participation

### Date(s):

Tuesday 19th September 2022 (09.30 – 12.00)

Wednesday 15th November 2022 (13.00-15.30)

Wednesday 8th February 2023 (09.30-12.00)

Thursday 25th March 2023 (13.00-15.30)

### Facilitator(s):

Karen Allan, Adult Protection Nurse Advisor and Coordinator, Fife Health & Social Care Partnership

**Cost:** Free

## 2 – Priority Health Improvement Topics

- Food, Physical Activity and Health
- Maternal and Infant Nutrition
- Mental Health and Suicide Prevention & Prevention of Self Harm and Suicide
- Sexual Health
- Tobacco Issues
- Transforming Psychological Trauma
- Workplace

*“I really value delivering training through Health Promotion as it allows me to reach a wider audience. The support from the team regarding the organisation and set-up is invaluable and allows me to just concentrate on session delivery.”*

*Facilitator*

## 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](mailto:physicalactivity.enquiries@fife.gov.uk) or go to <https://active.fife.scot/> 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](mailto:physicalactivity.enquiries@fife.gov.uk)

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

### For further information:

Click on the link to visit FSLT 'Health and Wellbeing' section: <http://www.fifeleisure.org.uk/index.cfm/health-and-wellbeing>



# Challenging Weight Stigma

## Learning Hub

### Public Health Scotland

The aim of the Hub is to increase awareness of weight stigma associated with higher weight, its impact and what we can do to address it

#### Learning objectives:

- Describe what weight stigma means, and the effects it can have.
- Describe how weight stigma undermines public health efforts to address obesity/higher weight.
- Introduce approaches that address weight stigma and improve outcomes for individuals with higher weight.
- Guide on how to have good conversations about higher weight and behaviour change.
- Provide opportunities for personal reflections that enable practice improvement.

#### How to access:

To access this module click on the following link to access Public Health Scotland's Virtual Learning Environment: Course: Challenging weight stigma learning hub ([publichealthscotland.scot](https://publichealthscotland.scot))

# Child Healthy Weight Toolkit

## Virtual Workshop

### Aim:

The Child Healthy Weight Toolkit was launched by the Fife Loves Life team in September 2020. The aim of this training is to enable health professionals who work with families and children to make effective use of the toolkit, and to understand how they can support families when there is a concern around diet, overweight or obesity.

### Learning outcomes:

By the end of this course participants will have:

- An understanding of the Fife Loves Life Toolkit
- An understanding of how health professionals can support families when there is a concern around diet, overweight and obesity
- An understanding of the referral and care pathway for Children & Young People who may access the Fife Loves Life Service
- An understanding of where families can be signposted to for further support.

### Who should attend?

This course is suitable for any health professional who work with families, children and young people.

**Duration:** 1 hour

**Platform:** Microsoft Teams. Participants require a digital device capable of providing video and voice participation

**Date(s):**

Thursday 22nd September 2022 (10:00- 11:00)

**Facilitator(s):**

Gina Dawson, Specialist Dietitian, Child Healthy Weight Team (Fife Loves Life), Fife Health & Social Care Partnership

Evelyn Gambler, Paediatric Dietitian, Child Healthy Weight Team (Fife Loves Life), Fife Health & Social Care Partnership

**Cost:** Free

# Encouraging and Enabling Physical Activity

## Learning Hub

### Public Health Scotland

Better awareness by the public is needed about the range of benefits of physical activity to them, what counts as activity, how much is sufficient and what physical activity opportunities are available locally.

The aim of this learning is to support anyone who has a role in encouraging physical activity, and those working directly in physical activity to encourage and enable people to be more active. This includes those working in health and social care, leisure and the third sectors.

This module will take approximately 1 hour to complete.

#### How to access:

To access this module click on the following link to access Public Health Scotland's Virtual Learning Environment: <https://learning.publichealthscotland.scot/course/view.php?id=581>

# REHIS: An Introduction to Food and Health

## Face to Face Workshop

### Aim:

The aim of this course is to provide participants with a basic understanding of healthy eating.

### 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 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.

**Duration:** 3 hours (09:30-12:30)

### Date(s):

Tuesday 4th October 2022, The Vine Conference Centre, Dunfermline

### Facilitator(s):

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

**Please Note:** This is **NOT** Elementary Food Hygiene or suitable for anyone with a REHIS Elementary Food and Health certificate

**\*\*\*Please ensure you read the information and guidance regarding Face to Face Workshops on page 2\*\*\***

Cost: Free



# REHIS: Elementary Food and Health Level 1

## Face to Face Workshop

### Aim:

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

### Learning outcomes:

By the end of this course participants will have:

- Appreciate the value of having a balanced diet
- An understanding of the function of food in the diet in relation to health
- Appreciate 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.

**Duration:** One day (09:15-16:30)

### Date(s):

Tuesday 22nd November 2022, The Bay Hotel, Kinghorn

Thursday 9th February 2023, The Carnegie Conference Centre, Dunfermline

### Facilitator(s):

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

**Please Note:** This is **NOT** Elementary Food Hygiene

**\*\*\*Please ensure you read the information and guidance regarding Face to Face Workshops on page 2\*\*\***

Cost: Free

# Volunteer Walk Leader Training

## Face to Face Workshop

### Aim:

Lead a safe and effective health walk.

### Learning outcomes:

By the end of this course participants will have:

- Knowledge on how active you need to be to benefit your health
- What is a health walk?
- Role and responsibility of walk leader
- Local programme in Fife.

### Who should attend?

This course is for anyone who wants to deliver local health walks (to groups or on a 1:1 buddy walk).

**Duration:** Full day (09:15-15:30)

### Date(s):

Thursday 9th March 2023, Lochore Meadows Country Park, Lochgelly

### Facilitator(s):

Ann Kerr, Active Community Officer, Fife Council

Fiona Ashton-Jones, Physical Activity Coordinator, Fife Council

**\*\*\*Please ensure you read the information and guidance regarding Face to Face Workshops on page 2\*\*\***

Cost: Free

# Infant Feeding

As a UNICEF UK Baby Friendly Initiative (BFI) accredited organisation, all NHS Fife/Fife HSCP members of staff should undertake training in breastfeeding awareness and management appropriate to their role.

## Infant Feeding & Relationship Building Course (previously 2-day course):

BFI standards require a minimum of 18 hours training for staff who provide care to pregnant and breastfeeding mothers. This should be completed within 6 months of commencement of post.

This course is now delivered using blended learning approaches with eLearning modules, some taught sessions via Teams and small group or 1:1 practical skills reviews.

### Module 1: Breastfeeding Basics

This module will help healthcare and early years staff and other partners to develop their knowledge of breastfeeding: enabling them to provide basic information and support for breastfeeding mothers.

### Module 2: Babies with breastfeeding challenges

This module will give practitioners more in depth knowledge to enable them to support effective feeding and to manage common breastfeeding challenges.

### Module 3: Breastfeeding challenges for mothers

This module will give practitioners more in depth skills and knowledge to enable them to support mothers to effectively breastfeed when their infants have additional challenges.

### Module 4: Infant Formula milk feeding

This module will enable NHS practitioners and a wide range of early year's practitioners and support staff to support families to formula feed or mix feed safely and access independent information on infant formula marketed in the UK

#### How to access:

Modules can be accessed via TURAS Learn: <https://turasdashboard.nes.nhs.scot/>

Please contact your Infant Feeding Advisor (IFA) to discuss your training needs and dates for Teams training sessions:

Louise Moncrieff (IFA Community) [louise.moncrieff@nhs.scot](mailto:louise.moncrieff@nhs.scot) Tel: 07748 704901

Donna Robertson (IFA Maternity & NNU) [donna.robertson5@nhs.scot](mailto:donna.robertson5@nhs.scot) Tel: 07810 637767

Abby Smyth (IFA NNU) [abigail.smyth@nhs.scot](mailto:abigail.smyth@nhs.scot)

**Please note:** eLearning modules must be completed before taught sessions.

# Breastfeeding Updates:

Annual updates are required for staff who have previously completed the Infant Feeding & Relationship Building course and who provide care to pregnant and breastfeeding mothers. These updates provide an opportunity to identify and discuss current issues related to infant feeding, ensure BFI standards are being met as a minimum, and services continue to strive to improve care quality. Update sessions are delivered by IFAs to their relevant staff groups.

## Introduction to Breastfeeding:

Practitioners who need to be aware of current maternal and infant nutrition guidelines and the importance of creating supportive environments for breastfeeding but do not provide direct care to pregnant and breastfeeding mothers should complete Module 1: Breastfeeding Basics. For example, Health Visitor support workers, maternity services support staff, Health and Social Care and local authority early years staff, voluntary sector workers.

## Infant formula milk feeding:

This module will enable NHS practitioners and a wide range of early year's practitioners and support staff to support families to formula feed or mix feed safely and access independent information on infant formula marketed in the UK.

## Complementary Feeding (Weaning):

[Setting the table: enabling infants and young children to eat well](#)

This module will enable NHS practitioners and a wide range of early year's practitioners and support staff to support families and to advise on the introduction of weaning foods 6-12 months and how to ensure that children aged 1-4 eat well.

## How to access:

Information and modules can be access through TURAS Learn: <https://turasdashboard.nes.nhs.scot/>

## Additional information:

Bespoke training in infant feeding can be arranged for staff groups and services as required. Please contact an IFA to discuss your needs.

# An Introduction to Breastfeeding

## Virtual and Face to Face Workshops

### Aim:

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

### Learning outcomes:

By the end of this course participants will have:

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

### Who should attend?

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

**Duration:** 3 hours (10:00-13:00)

### Date(s):

Thursday 8th September 2022, Microsoft Teams (Virtual Workshop)

Thursday 10th November 2022, Microsoft Teams (Virtual Workshop)

Tuesday 21st February 2023, Cameron Hospital, Windygates (Face to Face Workshop)

### Facilitator(s):

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

### Please note:

To access and take part in a Teams session, participants require a digital device capable of providing video and voice participation

**\*\*\*Please ensure you read the information and guidance regarding Face to Face Workshops on page 2\*\*\***

Cost: Free

# Introduction to Complementary Feeding: Weaning

## Virtual and Face to Face Workshops

### 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, local authority staff such as early years workers, nursery staff and voluntary sector staff.

**Duration:** 3 hours (10:00-13:00)

### Date(s):

Tuesday 25th October 2022, Microsoft Teams (Virtual Workshop)

Thursday 12th January 2023, Microsoft Teams (Virtual Workshop)

Thursday 9th March 2023, Cameron Hospital, Windygates (Face to Face Workshop)

### Facilitator(s):

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

### Please note:

To access and take part in a Teams session, participants require a digital device capable of providing video and voice participation

**\*\*\*Please ensure you read the information and guidance regarding Face to Face Workshops on page 2\*\*\***

Cost: Free

# Mental Health Improvement & Prevention of Self-harm & Suicide Framework

**The current national Suicide Prevention Action Plan Every Life Matters published in 2018 and currently being updated, states the Scottish Government's vision (which is shared by partners in mental health and suicide prevention) of a Scotland where suicide is preventable; where help and support is available to anyone contemplating suicide and to those who have lost a loved one to suicide.**

To ensure this vision is achieved, **mental health and suicide prevention training is an essential element of every NHS Health Board area and Community Planning Partners workforce development plan** and is threaded through other key documents such as Public Health Priorities for Scotland, Scotland's Mental Health Strategy and Fife's Mental Health Strategy "Lets Really Raise the Bar".

**There are 10 national actions outlined within Every Life Matters**, with Action 2 committing to the creation and implementation of mental health and suicide prevention training. In 2019, Fife's Multiagency Suicide Prevention Core Group developed the Fife Suicide Prevention Action Plan which reflects the 10 national actions outlined within 'Every Life Matters' with a key commitment that "We will provide a range of training approaches for suicide prevention, ranging from awareness raising to skilled intervention depending on the needs of the workforce." It's important to note that our local approach to delivering training against these Actions may be subject to change to meet the requirements of the new National Suicide Prevention Strategy.

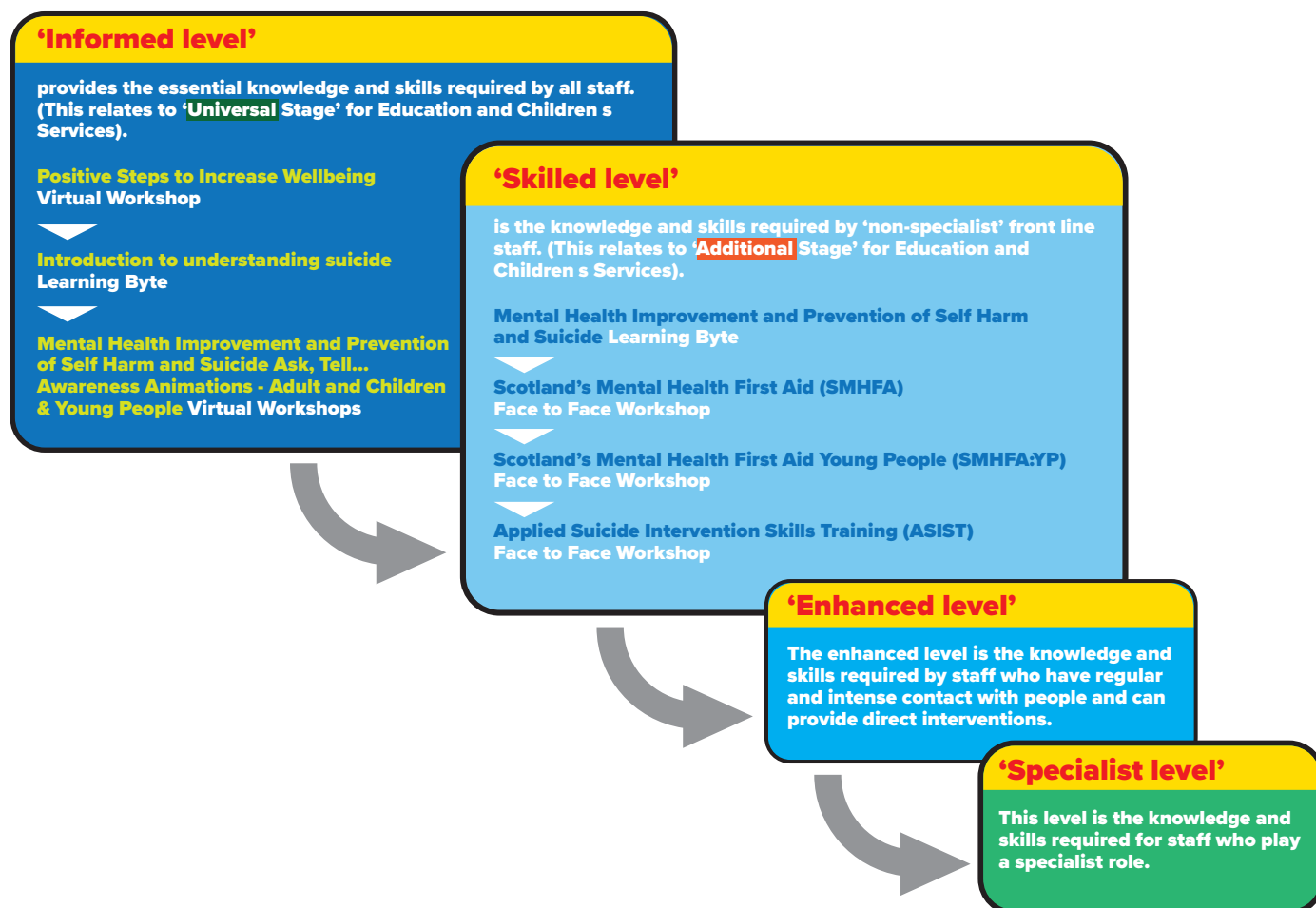
**All of these key documents highlight that training forms a significant part of preventing suicides in Scotland and having a competent and confident workforce is crucial to reducing the rate of suicide.**

Fife's Health Promotion Training team support this agenda and offer a range of training sessions to ensure Fife's workforce has increased skills, knowledge and confidence in mental health improvement and prevention of self harm and suicide to support the delivery of safe and effective person-centred care.

The training team produced a Fife tiered approach (see diagram) using NHS Education for Scotland (NES) Mental Health Improvement and Suicide Prevention Framework. It allows practitioners to access the appropriate and relevant learning and development opportunities at a level suited to their own needs and the needs of the service.

There are 4 levels: Informed, Skilled, Enhanced and Specialist. The levels cover the promotion of good mental health, improving quality of life, tackling mental health inequalities, supporting people in distress or crisis, promoting resilience and recovery, preventing self harm and suicide.

The tiered approach highlights the Face to Face and Virtual workshops and Learning Bytes that Health Promotion leads on for Fife and directly link to the National Framework. The training falls within the first two levels: Informed and Skilled. The other two levels: Enhanced and Specialist are at a more advance level and delivered by specialist services.



The team have also worked in partnership with Education and Children's Services to incorporate the 'Getting it Right in Fife Framework' within the tiered approach. The framework describes the agreed language and approaches regarding when and how services engage with children, young people and families. The framework uses three different stages of intervention: Universal, Additional and Intensive.

You can find further information on the Fife GIRFEC website. Here you can also access the Our Minds Matter 'Understanding and Responding to Children and Young People at Risk of Self-Harm and Suicide' guide.



## **Links to key documents/websites:**

[A Scotland where everybody thrives: Public Health Scotland's Strategic Plan 2020-2023](#)

[Fife GIRFEC](#)

[Fife Health and Social Care Partnership – Strategic plan for Fife 2019-2022](#)

[Fife's Mental Health Strategy 2020-2024 "Lets Really Raise the Bar"](#)

[Fife's Local Outcome Improvement Plan 2017-2027 – Plan4Fife](#)

[Mental Health Foundation in Scotland](#)

[Mental Health Improvement and Suicide Prevention Framework](#)

[Our Fife – Community Portal](#)

[Our Minds Matter](#)

[Public Health Priorities for Scotland](#)

[Scotland's Mental Health Strategy 2017-2027](#)

[Scotland's National Performance Framework](#)

[Scotland's Suicide Prevention Action Plan – Every Life Matters](#)

***“The course was informative and also helped reiterate what I’m already doing and gave me confidence in my post. I felt the trainers were very interactive and gave us plenty of opportunity to talk and offer what we could and also plenty support offered due to the subject matter”***

***Participant***

# Applied Suicide Intervention Skills Training – ASIST

## Face to Face Workshop

### Aim:

To enable people working and living in Fife to recognise invitations for help and 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 be able to:

- Recognise invitations for help
- Reach out and offer support
- Review the risk of suicide
- Apply a suicide intervention model

### Who should attend?

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

**Duration:** Full day x 2 (9:30am-16:00pm)

### Date(s):

Wednesday 7th and Thursday 8th September 2022, The Bay Hotel, Kinghorn, KY3 9YE

Wednesday 14th and Thursday 15th February 2023, The Old Manor, Lundin Links Road, Lundin Links, KY8 6AJ

### Facilitator(s):

Fife Health Promotion Mental Health Trainers Network

**Please note:** Participants must commit to both days

**\*\*\*Please ensure you read the information and guidance regarding Face to Face Workshops on page 2\*\*\***

Cost: Free

# Introduction to understanding suicide

## Learning Byte

### Fife Suicide Prevention Network

This short, animated video explores the factors surrounding suicide and complexities of individuals who experience suicidal thinking. This can be viewed by anyone as a stand alone introduction to suicide - promoting the ethos that 'suicide is everyone's business' or it can be viewed as pre-course preparation if you have signed up to attend one of the 'Mental Health Improvement & Prevention of Self-Harm & Suicide.....Ask Tell' workshops.

### Learning outcomes:

By the end of this Learning Byte, participants will know:

- the many factors which can lead an individual to suicidal thinking
- the warning signs to look out for
- what to do if you become concerned for someone.

**Duration:** 6 minutes 14 seconds

### How to access:

To access this Learning Byte, click on the following link: [Gen Understanding Suicide 0422 1 - YouTube](#)

# Mental Health Improvement and Prevention of Self Harm & Suicide. Ask... Tell... Animations - Adult

## Virtual Workshop

### Aim:

To raise awareness and have facilitated discussions around the 3 Ask, Tell...educational animations which highlight areas such as mental wellbeing, suicide prevention and having compassionate conversations with people who are experiencing mental distress or may be feeling suicidal.

### Learning outcomes:

By the end of this course participants will:

- Be able to identify ways to support people to have good mental health
- Be familiar which ways you can look after your own mental health
- Be able to explain what mental health is
- Have an awareness of situations that can negatively affect our mental health
- Be able to demonstrate an awareness of the prevalence of mental health problems
- Have an understanding of the wider issues that can affect people accessing support for their mental health
- Be able to demonstrate an awareness of the prevalence of suicide
- Be aware of the risk of re attempt associated with previous suicide attempt
- Be able to identify what to do when you are worried about someone's mental health.

### Who should attend?

These sessions are for anyone who has a remit and/or interest in mental health improvement and suicide prevention.

**Duration:** 1.5 hours

**Platform:** Microsoft Teams. Participants require a digital device capable of providing video and voice participation

### Date(s):

Wednesday 5th October 2022 (14.00 - 15.30)

Thursday 27th October 2022 (10.00 - 11.30)

Wednesday 2nd November 2022 (10.00 - 11.30)

Tuesday 22nd November 2022 (14.00 - 15.30)

Tuesday 6th December 2022 (14:00 - 15.30)

Tuesday 24th January 2023 (10.00- 11.30)

Thursday 23rd February 2023 (14.00pm – 15.30)

Tuesday 21st March 2023 (10.00 -11.30)

### Facilitator(s):

Fife Health Promotion Mental Health Trainers Network

\*\* Alternatively this can be accessed as a self-directed eLearning module – see page 73 \*\*

**Cost:** Free

# Mental Health Improvement and Prevention of Self Harm & Suicide. Ask, Tell Animations – Children and Young People

## Virtual Workshop

### Aim:

To raise awareness and have facilitated discussions around the 3 Ask, Tell.. Educational animations which highlight areas such as mental wellbeing, suicide prevention and having compassionate conversations with people who are experiencing mental distress or may be feeling suicidal.

### Learning outcomes:

By the end of this course participants will:

- Be able to identify ways to support people to have good mental health
- Be familiar which ways you can look after your own mental health
- Be able to explain what mental health is
- Have an awareness of situations that can negatively affect our mental health
- Be able to demonstrate an awareness of the prevalence of mental health problems
- Have an understanding of the wider issues that can affect people accessing support for their mental health
- Be able to demonstrate an awareness of the prevalence of suicide
- Be aware of the risk of re attempt associated with previous suicide attempt
- Be able to identify what to do when you are worried about someone's mental health.

### Who should attend?

These sessions are for anyone who has a remit and/or interest in mental health improvement and suicide prevention.

**Duration:** 1.5 hours

**Platform:** Microsoft Teams. Participants require a digital device capable of providing video and voice participation

### Date(s):

Wednesday 19th October 2022 (10.00 -11.30)

Tuesday 10th January 2023 (10.00 - 11.30)

Thursday 17th November 2022 (14.00 - 15.30)

Wednesday 8th February 2023 (10.00 - 11.30)

Tuesday 13th December 2022 (10.00 -11.30)

Wednesday 8th March 2023 (14.00 - 15.30)

### Facilitator(s):

Fife Health Promotion Mental Health Trainers Network

\*\* Alternatively this can be accessed as a self-directed eLearning module – see page 72\*\*

**Cost:** Free

# Mental Health Improvement & Prevention of Self-Harm & Suicide Ask, Tell...Awareness Animations - Children & Young People

## eLearning

### NHS Education for Scotland (NES) and Public Health Scotland

This eLearning module is set at Level 1 (informed) of the 'Mental Health Improvement and Suicide Prevention Framework - Scotland's Knowledge and Skills Frameworks for Mental Health Improvement and Self-Harm and Suicide'. The module contains a series of 3 educational awareness animations designed to support learning about mental health, self-harm and suicide prevention specifically for the wider Children and Young People's workforce.

They will support the knowledge and skills of those in health, social care and the wider public sectors who need to be informed about mental health, self-harm and suicide prevention in relation to children and young people. In particular, they will help workers to understand the factors that influence mental health and resilience in children and young people; engage proactively with children and young people about mental health, self-harm and suicide; and recognise when to seek help to support those in their care.

#### How to access:

NHS and Health & Social Care staff can view and access the module by signing in to their Turas account. Other sectors can register for a free Turas account. It is simple and free to register an account with Turas Learn here: <https://turasdashboard.nes.nhs.scot/User/PersonalDetails/Create>

\*\* Alternatively this can take place as a facilitated workshop – see page 71 \*\*

# Mental Health Improvement and Suicide Prevention

## eLearning

### NHS Education for Scotland (NES) and Public Health Scotland

This eLearning module is set at Level 1 (informed) of the 'Mental Health Improvement and Suicide Prevention Framework – Scotland's Knowledge and Skills Frameworks for Mental Health Improvement and Self-Harm and Suicide'. The module contains a series of 3 educational awareness animations highlighting the range of communication skills that should be used, including listening, questioning and responding.

They cover the areas of mental wellbeing, suicide prevention and having compassionate conversations with people who are experiencing mental distress or may be feeling suicidal. While each animation can be viewed on its own, we recommend all 3 are completed.

#### How to access:

NHS and Health & Social Care staff can view and access the module by signing into their Turas account. Other sectors can register for a free Turas account. It is simple and free to register an account with Turas Learn here:

<https://turasdashboard.nes.nhs.scot/User/PersonalDetails/Create>

\*\* Alternatively this can take place as a facilitated workshop – see page 70 \*\*

# Mental Health Improvement and Prevention of Self Harm & Suicide

## Learning Bytes

### NHS Education for Scotland (NES) and Public Health Scotland

These are at the Skilled Level of the national Mental Health Improvement and Suicide Prevention Framework. The 'Skilled Level' describes the knowledge and skills required by 'non-specialist' frontline staff working in health, social care, wider public and other services. These workers are likely to have direct and/or substantial contact with people who may be at risk of mental ill health, self-harm or suicide, meaning that they have an important contribution to make in mental health improvement and self-harm and suicide prevention.

#### Learning Byte 1: Promoting Mental Health and Tackling Inequalities

Includes understanding what mental health is, features of positive mental health determinants of mental health, risk factors and inequalities that can lead to mental ill health, what works to improve mental health and how you can apply this knowledge in your own workplace.

#### Learning Byte 2: Supporting People in Distress and Crisis

Includes understanding distress, crisis and related risk or protective factors, recognising when someone may be experiencing distress or crisis, providing a compassionate and helpful response, supporting self-help and problem solving and knowing how and when to access more urgent support for someone.

#### Learning Byte 3: Supporting People at Risk of Suicide

Includes the factors that might cause people to think about suicide, working with people to assess their risk of suicide, conversations that enable people to talk about their thoughts of suicide, when to seek emergency support and intervention for people at risk of suicide, practical and emotional approaches to supporting people at risk of suicide. Part B includes additional information about children and young people who may be at risk of suicide.

#### Learning Byte 4: Supporting People at Risk of Self-Harm

Includes the different reasons why people self-harm, understanding self-harm as communication of distress, some common misconceptions surrounding self-harm, impact of thoughts, feelings and emotions on self-harm, adopting a sensitive, compassionate and non-judgemental approach when talking about self-harm, risk and protective factors associated with self-harm, ways you can positively respond to and talk about self-harm.

#### Learning Byte 5: Supporting Recovery and Quality of Life for People Living with Mental Ill Health

Includes understanding the concept of recovery and how to work in a way that promotes this, supporting people to engage with wider community resources that promote social and peer support, meaningful purpose and positive relationships, understanding the physical health problems and barriers to treatment and lifestyle change that can be experienced by people living with mental ill health, recognising the impact of stigma and discrimination on mental health recovery, and promoting inclusion, health and quality of life.

See next page for how to access



### How to access:

NHS and Health & Social Care staff can view and access the module by signing in to their Turas account. Other sectors can register for a free Turas account. It is simple and free to register an account with Turas Learn here: <https://turasdashboard.nes.nhs.scot/User/PersonalDetails/Create>  
Go to the Mental Health Improvement and Prevention of Self Harm and Suicide section on this site.

# Positive Steps to Increase Wellbeing

## Virtual Workshop

### Aim:

This session aims to increase understanding of mental wellbeing and awareness of the positive steps to increase wellbeing.

### Learning outcomes:

By the end of this course participants will have:

- An understanding of definitions of mental health and wellbeing
- An understanding of positive steps everyone can take to increase wellbeing.

### Who should attend?

This session is for everyone who would like to take steps to support mental wellbeing in Fife.

**Duration:** 1.5 hours

**Platform:** Microsoft Teams. Participants require a digital device capable of providing video and voice participation

### Date(s):

Tuesday 6th September 2022 (10.00 - 11.30)

Tuesday 15th November 2022 (10.00 - 11.30)

Thursday 23rd February 2023 (10.00 - 11.30)

Tuesday 21st March 2023 (14.00 - 15.30)

### Facilitator(s):

Fife Health Promotion Mental Health Trainers Network

**Cost:** Free

# Psychological First Aid

## eLearning

### NHS Education for Scotland (NES)

This module is designed to support anyone who is delivering health or social care to deliver effective psychological first aid (PFA) throughout the COVID-19 pandemic. PFA is a humane, supporting and flexible response to people who are in distress or suffering during and after crises or emergencies like the current COVID-19 pandemic.

The module is designed to help participants:

- Understand what psychological first aid (PFA) is and is not
- Understand the ways that a pandemic like COVID-19 can affect us
- Understand the 7 key components of effective PFA
- Feel able to deliver PFA support to others
- Adapt PFA to the needs of particularly vulnerable groups of people
- Identify ways to take care of yourself while providing PFA.

#### How to access:

NHS and Health & Social Care staff can view and access the module by signing into their Turas account. Other sectors can register for a free Turas account. It is simple and free to register an account with Turas Learn here:

<https://turasdashboard.nes.nhs.scot/User/PersonalDetails/Create>

# Samaritans Awareness

## Virtual Workshop

### Aim:

To create awareness of what the Samaritans do while stressing the value of talking and listening. And to know that there is support 24 hours a day.

### Learning Outcomes:

- Have an awareness about the importance of talking and listening
- The skills to use questioning techniques when they have concerns about someone

### Who should attend?

The awareness session is available to anyone who works and resides in Fife

**Duration:** 1 Hour

**Platform:** MS Teams. Participants require a digital device capable of providing video and voice participation

### Date(s):

Monday 5th September 2022 (10:00am-11:00am)

Wednesday 19th October 2022 (2:00pm-3:00pm)

Thursday 24th November 2022 (10:00am-11:00am)

Monday 13th February 2023 (10:00am-11:00am)

Thursday 16th March 2023 (2:00pm-3:00pm)

### Facilitator(s):

Sheila Ottiwell Outreach Lead - Samaritans

# Scotland's Mental Health First Aid (SMHFA)

## Face to Face Workshop

### Aim:

To raise awareness of mental health and wellbeing issues and to provide participants with basic crisis first aid skills training. This course has recently been revamped and includes sessions on attitudes, recovery, alcohol and drugs, suicide, listening skills, self harm, depression, anxiety and psychosis.

### Learning outcomes:

By the end of this course participants will have:

- Increased knowledge about mental health issues in Scotland
- Increased skills and confidence in recognising the signs of mental health problems or suicidal thoughts, be able to provide initial help and guide towards appropriate professional help
- Explored issues around recovery.

### 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.

**Duration:** 2 full days (9:30am-16:00pm)

### Date(s):

Monday 5th and Tuesday 6th September 2022, The Old Manor Lundin Links Road Lundin Links KY8 6AJ  
Tuesday 29th and Wednesday 30th November 2022, The Bay Hotel Burntisland Road Kinghorn KY3 9YE

### Facilitator(s):

Fife Health Promotion Mental Health Trainers Network

**Please note:** Participants must commit to both days

**\*\*\*Please ensure you read the information and guidance regarding Face to Face Workshops on page 2\*\*\***

Cost: Free

# Self Harm Awareness

## Virtual Workshop

### Aim:

To identify indicators and warning signs of self-harm  
Understanding who self-harms and why  
How to support someone who self-harms  
Information and sources of support

### Learning Outcomes:

By the end of this course participants will:

- gain knowledge and understanding responding to those that Self-Harm
- Be able to make informed decisions on initial support for those who Self-Harm
- Be aware of existing referral pathways

### Who should attend?

Supporters/carers  
Social Work  
NHS Residential staff  
Anyone who has a role that includes the welfare of others

**Duration:** 2 hours

**Platform:** Microsoft Teams. Participants require a digital device capable of providing video and voice participation

**Date(s):**

Thursday 8th September 2022 (9:30am-11:30am)

**Facilitator(s):**

Joan Simkins, Recovery Practitioner, Penumbra

Natalie Kerr, Recovery Practitioner, Penumbra

**Cost:** Free

# Self Harm and Suicide

## eLearning

### Fife Council

#### Aim:

The aim of this course is designed to complement the existing guidance for all adults who work with young people in Fife and provide all professionals with a shared framework for understanding, identifying, assessing and helping young people at risk of self-harm or suicide.

#### Learning outcomes:

Staff will explore what you can do as an individual when working with someone who is self-harming or having suicidal thoughts.

#### Who should attend?

This course is suitable for all staff in statutory or voluntary agencies that are working and supporting young people.

#### How to access:

This eLearning module is available through Fife Council Learning Platform.

All Council employees can access it through their 'Oracle Cloud' account.

External learners/partner agencies can access it by clicking on the following link:

<https://fifecouncil.learningnexus.co.uk/>

# Self-Harm Management: Adults

## Face to Face Workshop

### Aim:

To increase knowledge, understanding and confidence when working with or supporting adults who may be at risk of self-harm.

### Learning outcomes:

By the end of this 3 part course participants will have:

- Gained understanding of the definition of self-harm and what this may include
- Explored and discussed theories of self-harm
- Used experiential exercises to understand and engage with someone who may use self-harm as their coping strategy
- Gained further understanding of different ways to offer support to adults in the management of 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.

**Duration:** Full day

### Venue:

The Bay Hotel Burntisland Rd, Kinghorn, Burntisland KY3 9YE

### Date(s):

Wednesday 28th September 2022 (09:30 -16:00)

Wednesday 26th January 2023 (09:30 -16:00)

### Facilitator(s):

Joan Simkins, Recovery Practitioner, Penumbra

Natalie Kerr, Recovery Practitioner, Penumbra

**\*\*\*Please ensure you read the information and guidance regarding Face to Face Workshops on page 2\*\*\***

Cost: Free



# Understanding Paternal Mental Health

## Virtual Workshop

### Aim:

This course will equip practitioners and services with the knowledge, skills and confidence to better understand and support paternal mental health, helping to ensure that children, mothers, fathers and families all receive the support and care they may require.

### Learning outcomes:

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

- Improve practitioner and service knowledge of paternal mental health, and how this affects mothers, fathers, children and families
- Improve practitioner and service understanding and confidence in supporting fathers and families on the issue of paternal mental health
- Improved understanding of how to identify and implement effective strategies and practice on engaging fathers in service delivery.

### Who should attend?

Practitioners, volunteers and managers working with infants, children, young people and families.

**Duration:** 3 hours

**Platform:** Microsoft Teams. Participants require a digital device capable of providing video and voice participation

### Date(s):

Friday 11th November 2022 (9:30 -12:30)

### Facilitator(s):

Chris Mieztis, Programme Lead, Fathers Network Scotland

**Cost:** Free

***“We know that some fathers may struggle with their mental health and all fathers need, at the very least, someone to talk to about the changes they’re going through. Supporting fathers is a win, win, win – it’s good for the mother, it’s good for the infant, and it’s good for the dad himself”.***

***Dr Roch Cantwell, 2019***

# Sexual Health Fife Condom Distribution Scheme

## Free Condoms Fife

Are you an organisation in Fife interested in distributing free condoms to your service users?

The aims of the free condom scheme are:

- To promote the use of the condom as a means of protecting and maintaining sexual health
- To contribute to a reduction in the incidence of HIV infection, sexually-transmitted infections (STIs) and unintended pregnancy
- To contribute to a reduction in the health inequalities gap in sexual health and blood-borne viruses.

As members of the scheme, distributing condoms provides an opportunity for you to speak with your service users regarding improving their sexual health and wellbeing.

Those who wish to be part of the Free Condoms Fife condom distribution scheme providing free condoms to those who may be at risk from blood borne viruses, sexually-transmitted infections or unwanted pregnancy can get more information and join the scheme by emailing: [emma.little3@nhs.scot](mailto:emma.little3@nhs.scot)

# Smoke Free Fife Responsibilities and Actions

## Virtual Workshop

### Aim:

To equip managers with tools to support NHS 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.

### Who should attend?

NHS staff who manage others.

**Duration:** 1 hour (13:00-14:00)

**Platform:** Microsoft Teams

**Date(s):**

Wednesday 9th November 2022

**Facilitator(s):**

Robert Norrie, Health Promotion Officer, Fife Health and Social Care Partnership

**Cost:** Free

# Smoking and Mental Health: Impact

## Face to Face Workshop

### 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 with people of 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
- Awareness of recent legislative changes concerning smoke free hospital sites.

### 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.

**Duration:** 2 hours (10:00am-12:00pm)

**Venue:** Ivy Room, Cameron Hospital, Windygates

**Date(s):**

Thursday 2nd February 2023

**Facilitator(s):**

Robert Norrie, Health Promotion Officer, Fife Health and Social Care Partnership

**Cost:** Free

# Stop Smoking – Introduction

## eLearning

### Public Health Scotland

This module is part of a 'Stop Smoking Learning Suite' and will provide an overview of stop smoking services in Scotland and detail the health risks of smoking backed by the latest evidence.

#### How to access:

To access this module click on the following link to access Public Health Scotland's Virtual Learning Environment: SSSI ([publichealthscotland.scot](http://publichealthscotland.scot))

# Transforming Psychological Trauma in Fife

International research and studies from across the UK have shown that exposure to Adverse Childhood Experiences (ACEs) and psychological trauma is common and can have life-long negative effects on physical and psychological health. Exposure can cause persistent disadvantage that can be transmitted from one generation to another.

This research also highlights that **all** workers – not just trauma specialists – have a unique and essential part, in the context of their own role and work remit, to play in responding to people affected by trauma.

In 2017 the Scottish Government, in recognition of the significant public health implications of ACEs and trauma, developed in partnership with NHS Education for Scotland (NES) 'Transforming Psychological Trauma, the first Knowledge and Skills Framework' for the Scottish workforce.

The framework is designed to enable individuals, teams and managers identify and understand what level of knowledge and skills is required of them to become trauma-informed. **The levels reflect the responsibility the worker has to respond and varies greatly across organisation and sector as well as by job role.** There are 4 levels: Informed, Skilled, Enhanced and Specialist.

At the end of 2018, the Scottish Psychological Trauma Training Plan was created to support the implementation of the knowledge and skills framework, with guidance on accessing training and resources.

A Fife Trauma Training Collaborative was assembled with members across all sectors to carry out an overview of current developments, scope out need and create a relevant, engaging and accessible programme of training for the Fife workforce using the national Training Plan and Framework. The collaborative report directly to the Fife Multi-Agency Trauma Steering Group.

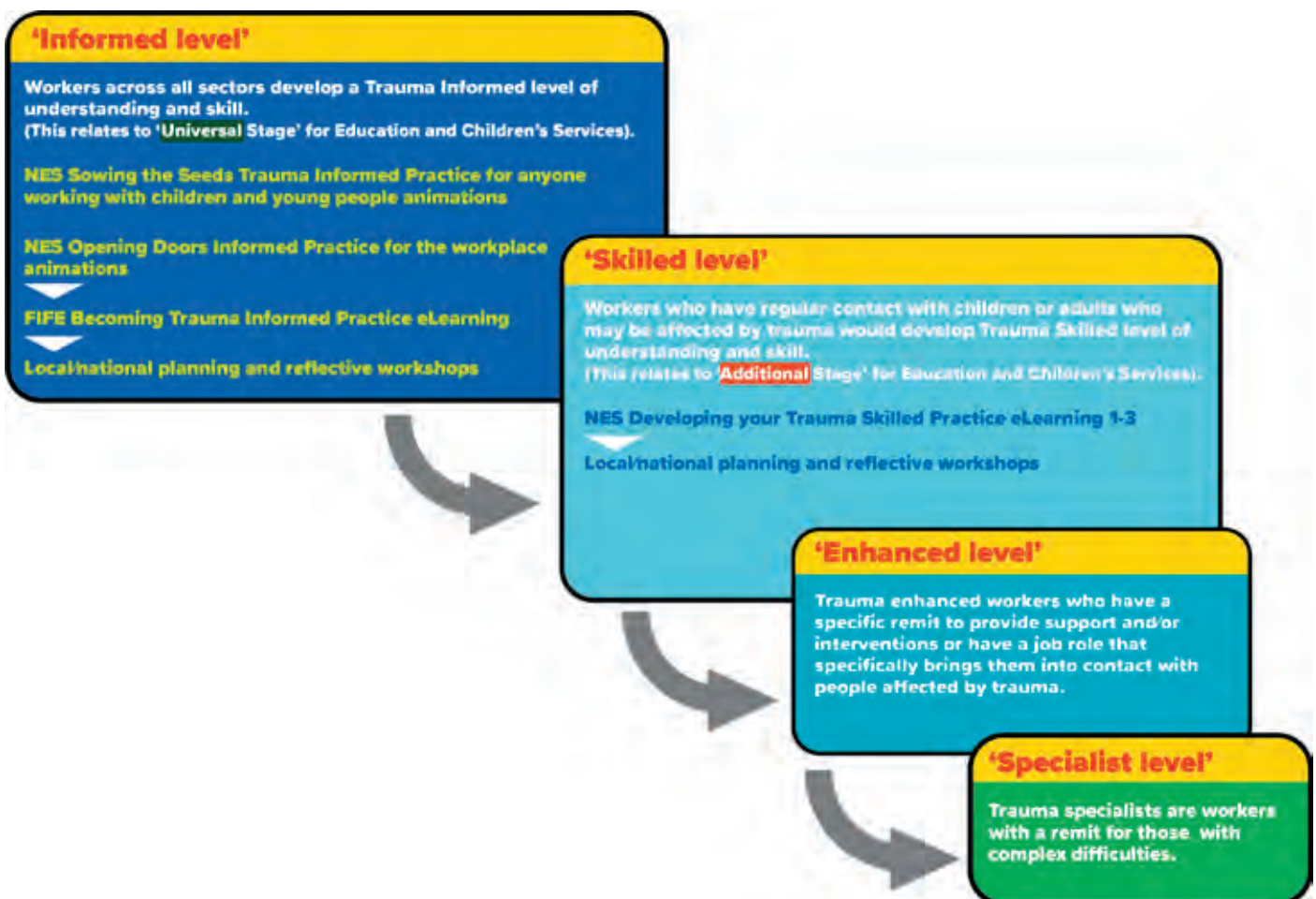
The collaborative developed an eLearning Module - 'Becoming Trauma Informed which looks at trauma, what it is and how **everyone can make a difference**. This training is set at Level 1 (Informed) of the National Trauma Training Framework and is suitable for all workers in Fife, irrespective of their role, in recognition of the fact that **'trauma is everyone's business'**.

In addition to the development of the eLearning Module the collaborative worked to create **Transforming Psychological Trauma Quality Standards for Fife** which will enable teams, services and organisations to implement, improve and track progress of their Trauma Informed journey by aligning strategic and operational indicators with the National Trauma Training Programme (NTTP) key drivers/principles for developing trauma-informed services, systems, and workforces. These include leadership, workforce wellbeing and support, workforce skills and training, engaging with people with lived experience of trauma, data, and evaluation. Consideration is also given to incorporating other key aspects of trauma-informed services, organisations, and systems, including physical environments, policies, and procedures.

**Note:** at the time of this Training Programme being launched the Transforming Psychological Trauma Quality Standards for Fife are still at the pilot stage.

**A Reflective Workshop is also available as a supportive tool to help navigate through these standards by encouraging teams to aid self-reflection, share thoughts and ideas and help to create trauma-informed workplaces.**

A tiered approach (see diagram) was produced showcasing training available in Fife supported by Fife's Health Promotion Service training team. The training falls within the first two levels Informed and Skilled and includes NES animations at Level 1 (Informed) and NES eLearning modules 1-3 at Level 2 (Skilled). The other two levels Enhanced and Specialist are at a more advanced level and delivered by specialist services.



*“My knowledge was very limited prior to accessing these courses. I now feel more confident supporting families as I now have a better understanding about Trauma and the impacts.”*

*Participant*

The team have also worked in partnership with Education and Children's Services to incorporate the 'Getting it Right in Fife Framework' within the tiered approach. **The framework describes the agreed language and approaches regarding when and how services engage with children, young people and families.** The framework uses three different stages of intervention: Universal, Additional and Intensive. You can find further information on the Fife GIRFEC website.

### **Links to key documents/websites:**

[A Scotland where everybody thrives: Public Health Scotland's Strategic Plan 2020-2023](#)

[Fife GIRFEC](#)

[Fife Health and Social Care Partnership – Strategic plan for Fife 2019-2022](#)

[Fife's Local Outcome Improvement Plan 2017-2027 – Plan4Fife](#)

[Fife's Mental Health Strategy 2020-2024 "Lets Really Raise the Bar"](#)

[Mental Health Foundation in Scotland](#)

[Our Fife – Community Portal](#)

[Our Minds Matter](#)

[Public Health Priorities for Scotland](#)

[Scotland's Mental Health Strategy 2017-2027](#)

[Scotland's National Performance Framework](#)

[Transforming Psychological Trauma: A Knowledge and Skills Framework for the Scottish Workforce](#)



In addition, the National Trauma Training Programme website provides free access to a range of resources to support workforce development that includes animations, films, eModules, videos and key documents.

[You can access this website through NHS Education for Scotland \(NES\) Turas Learn platform.](#)

***“The course helped me in my new admin position as I have been able to relay the information learnt on to my team and in turn they inform their patients”***

***Participant***



# Becoming Trauma Informed

## eLearning

### Fife Trauma Training Collaborative

This eLearning module looks at trauma, what it is and how everyone can make a difference. This training is set at Level 1 (Informed) of the 'Transforming Psychological Trauma: A Knowledge and Skills Framework for the Scottish Workforce' and is suitable for all workers in Fife, irrespective of their role, in recognition of the fact that – trauma is everyone's business.

#### Learning Outcomes:

By the end of this module: participants will:

- Know what trauma is and be able to identify different types of trauma
- Have a knowledge of how common trauma and adversity is
- Have a basic understanding of Adverse Childhood
- Experiences and the potential impact of these on individual lives
- Be able to better understand the reaction of individuals who have experienced trauma and how you can promote recovery
- Understand why trauma is 'everyone's business'.

#### How to access:

To access this module use the appropriate link:

#### NHS Fife or Fife Health & Social Care

<https://turasdashboard.nes.nhs.scot/>

#### Fife Council

<https://fifecouncil.learningnexus.co.uk/>

#### Fife Council Partner Organisation, e.g. voluntary sector

<https://fifecouncil.learningnexus.co.uk/>

# Developing your Trauma Skilled Practice 1: Understanding the Impact of Trauma and Responding in a Trauma-Informed Way

## eLearning

### NHS Education for Scotland (NES)

This eLearning module is set at Level 2 (Skilled) of the 'Transforming Psychological Trauma: A Knowledge and Skills Framework for the Scottish Workforce' and is designed to increase your understanding of what psychological trauma is, how it can affect people you work with, and how people can be supported to recover.

#### Learning outcomes:

- To understand the prevalence of traumatic events
- To identify the factors that can influence how we respond to and are affected by traumatic events in order to survive
- To recognise how trauma and adversity may be affecting the people you are working with
- To understand how to develop trauma informed relationships that incorporate trust, safety, choice and collaboration, and control and empowerment
- To understand the importance of self-care in this line of work.

#### How to access:

To access this module use the appropriate link:

#### NHS Fife or Fife Health & Social Care

<https://learn.nes.scot/24384/elearning-psychology/developing-your-trauma-skilled-practice>

It is simple and free to register an account with Turas Learn here:

<https://turasdashboard.nes.nhs.scot/>

#### Fife Council

<https://fifecouncil.learningnexus.co.uk/>

#### Fife Council Partner Organisation, e.g. voluntary sector

<https://fifecouncil.learningnexus.co.uk/>

# Developing your Trauma Skilled Practice 2: Trauma in Children and Young People

## eLearning

### NHS Education for Scotland (NES)

This supplementary module is part of the Developing your Trauma Skilled Practice eLearning program and is designed for anyone working with children and young people who may have been affected by traumatic events. Please complete the foundation module “Developing our Trauma Skilled Practice 1” if you have not already done so.

#### Learning outcomes:

- To recognise the impact of trauma on children and young people
- To understand how children and young people recover from trauma
- To learn how to meet the needs of children and young people who have experienced trauma.

#### How to access:

To access this module use the appropriate link:

#### NHS Fife or Fife Health & Social Care

<https://learn.nes.scot/24384/elearning-psychology/developing-your-trauma-skilled-practice>

It is simple and free to register an account with Turas Learn here:

<https://turasdashboard.nes.nhs.scot/>

#### Fife Council

<https://fifecouncil.learningnexus.co.uk/>

#### Fife Council Partner Organisation, e.g. voluntary sector

<https://fifecouncil.learningnexus.co.uk/>

For further information or problems with access, contact the Health Promotion Training Team:

[fife.hittraining@nhs.scot](mailto:fife.hittraining@nhs.scot)

# Developing your Trauma Skilled Practice 3: Understanding the Impact on Mental Health and Evidence-Based Pathways to Recovery

## eLearning

### NHS Education for Scotland (NES)

This supplementary module is part of the Developing your Trauma Skilled Practice eLearning program and is designed for anyone working with people who may have contact with people who may have been affected by traumatic events. Please complete the foundation module “Developing your Trauma Skilled Practice 1” if you have not already done so.

#### Learning outcomes:

- To identify the range of natural reactions to traumatic events
- To identify the symptoms of PTSD and complex PTSD
- To recognise when a person may benefit from a trauma specialist intervention and know how to facilitate access to intervention(s).

#### How to access:

To access this module use the appropriate link:

#### NHS Fife or Fife Health & Social Care

<https://learn.nes.scot/24384/elearning-psychology/developing-your-trauma-skilled-practice>

It is simple and free to register an account with Turas Learn here:

<https://turasdashboard.nes.nhs.scot/>

#### Fife Council

<https://fifecouncil.learningnexus.co.uk/>

#### Fife Council Partner Organisation, e.g. voluntary sector

<https://fifecouncil.learningnexus.co.uk/>

# Alcohol and Drugs in the Workplace

## eLearning

### Public Health Scotland and Healthy Working Lives

This eLearning module is designed to give information and guidance to employers to help with workplace issues on both alcohol and drugs.

This course can be completed on its own by all members of an organisation or as part of a blended learning course for managers.

### Learning Outcomes:

By the end of this course participants will have:

- Increased knowledge of the impact of alcohol and drugs on the workforce and employer and employee responsibilities
- Increased knowledge of substances and their impact on the individual and workplace
- Increased understanding of the rationale for workplace policies and the legal implications
- Insight into good practice related to alcohol and drugs in the workplace including, application of policy and support for individuals.

### How to access:

To access this module click to access Public Health Scotland's Virtual Learning Environment:

<https://learning.publichealthscotland.scot/enrol/index.php?id=572>

# Dementia Awareness in the Workplace

## Learning Byte

### Health Promotion Workplace Team

This Learning Byte explores Dementia and how it can impact on employers and workers. It will encourage Fife's workforce to consider the impacts of Dementia on workers and realise that the workplace should be a supportive environment for those directly or indirectly affected by Dementia. It would be beneficial for managers and supervisors to view but it would also be of interest to the workforce as a whole.

### Learning Outcomes

By the end of this course participants will have:

- Increased knowledge & awareness of Dementia
- Improved awareness of workplace reasonable adjustments
- An understanding of supportive workplace policies

**Duration:** 11:25 minutes

#### How to Access:

To access the Learning Byte, [click here](#)

# Health and Safety: A Basic Guide

## Face to Face Workshop

### 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.

**Duration:** Half day (9:30am-12:30pm)

### Date(s):

Tuesday 8th November 2022, The Vine Conference Centre, 131 Garvock Hill, Dunfermline. Ky11 4JU

Tuesday 24th January 2023, The Vine Conference Centre, 131 Garvock Hill, Dunfermline. Ky11 4JU

### Facilitator(s):

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

**\*\*\*Please ensure you read the information and guidance regarding Face to Face Workshops on page 2\*\*\***

Cost: Free

# Long COVID: A Training Session for Fife's Workplace

## Virtual Workshop

### Aim:

To raise workplace knowledge, awareness and understanding of the implications and consequences of Long COVID (post COVID-19 syndrome).

### Learning outcomes:

By the end of this course participants will have:

- Explored the symptoms of Long COVID
- Discussed the impact of Long COVID on individuals
- Considered the consequential effects of Long COVID on business outcomes
- An improved knowledge of reasonable adjustments to support workforce health, safety and wellbeing and reduce risks to business.

### Who should attend?

Anyone in the workplace particularly SMEs with an interest in the subject area.

**Duration:** 1 hour

**Platform:** Microsoft Teams. Participants require a digital device capable of providing video and voice participation

### Date(s):

Wednesday 16th November 2022 (10:00 -11:00)

Wednesday 22nd February 2023 (14:00 -15:00)

Thursday 16th March 2023 (15:00-16:00)

### Facilitator(s):

Alison Ramsay, Health Promotion Officer – Workplace, Fife Health & Social Care Partnership

Amy Brown, Health Promotion Officer – Workplace, Fife Health & Social Care Partnership

**Cost:** Free



# Menopause in the Workplace

## Learning Byte

### Health Promotion Workplace Team

This Learning Byte will raise awareness of the Menopause in Fife's workforce and increase understanding of the impacts to individuals and in the workplace. It looks at how to support workers with potential difficulties and barriers - enabling continued work through reasonable adjustments.

It would be beneficial for managers and supervisors to view but it would also be of interest to the workforce as a whole.

### Learning Outcomes:

By the end of this Learning Byte, participants will be able to

- Define the Menopause, its stages and symptoms
- Discuss the impact that the Menopause can have on individuals
- Consider the effects that the Menopause can have on workplaces
- Improve knowledge of the reasonable adjustments to support workforce health and wellbeing and reduce risks to business

**Duration:** 10:17 minutes

### How to Access:

To access the Learning Byte, [click here](#)

# Mentally Healthy Workplace Training for Managers

## eLearning

### Public Health Scotland Healthy Working Lives

This eLearning module is for anyone who wants to learn more about mental health in the workplace. Everyone has a role to play in creating a mentally healthy workplace and it can have benefits for you and your colleagues. Completing this course can also help your organisation with achieving your Healthy Working Lives award.

By completing this course we hope that you will gain:

- An awareness of the differences between mental health and mental health problems
- An awareness of the impact of attitudes, values and culture on mental health in the workplace
- An awareness of what stress is, what can cause it and how it can be managed effectively
- An awareness of the legal implications of the Equality Act 2010 and other legislation on employees and employers
- An understanding of how to promote our own and other people's mental health in work.

#### How to access:

To access this module click on the following link to access Public Health Scotland's Virtual Learning Environment: <http://elearning.healthscotland.com>

# Sedentary Behaviour Awareness

## Virtual Workshop

### Aim:

This course aims to support participants to explore sedentary behaviour, how it impacts on health and wellbeing and how to reduce the associated health risks.

### Learning outcomes:

By the end of this course participants will have:

- An understanding of what sedentary behaviour is
- A raised awareness of the impacts of sedentary behaviour on health and wellbeing
- Explored why sedentary behaviour is an issue for businesses – including how COVID-19 has heightened the risks
- Identified easy solutions that individuals can take to improve their health and wellbeing.

### Who should attend?

Anyone in the workplace particularly SMEs, and especially those who have sustained periods of inactivity throughout their working day.

**Duration:** 1 hour (10:00 -11:00)

**Platform:** Microsoft Teams. Participants require a digital device capable of providing video and voice participation

### Date(s):

Wednesday 9th November 2022

### Facilitator(s):

Alison Ramsay, Health Promotion Officer – Workplace, Fife Health & Social Care Partnership

Amy Brown, Health Promotion Officer – Workplace, Fife Health & Social Care Partnership

Ann Kerr, Active Community Officer, Fife Council

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

**Cost:** Free

# Stress and the Workplace

## eLearning

### Public Health Scotland Healthy Working Lives

This eLearning module is for anyone who wants to understand the relationship between pressure and stress and how this can impact on wellbeing.

In particular, it provides guidance to supervisors, managers and employers (whatever the type or size of organisation they are in), to help them understand their role in managing stress at work, and how to assess the risk of stress in their organisation.

By completing this course you will be able to:

- Describe the elements of wellbeing
- Describe what stress is and what causes it
- Describe how stress affects our health
- Recall the HSE Management Standards (for work-related stress) and your role in reducing the causes of stress at work
- Apply the stress risk assessment process
- Relate Health Scotland's Work Positive resource to your organisation's practice.

#### How to access:

To access this module click on the following link to access Public Health Scotland's Virtual Learning Environment: <https://learning.publichealthscotland.scot/enrol/index.php?id=579>

# How to apply

## Face-to-Face and Virtual Workshops

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

To book on a workshop click on the following link <http://hptraining.fife.scot.nhs.uk> to access the Health Promotion Training Website and either register or sign-in to your account.

Once you have booked on a course, an acknowledgement email will be sent to confirm your interest. Places are not offered on a first come first served basis. You will be notified via email approximately 1-2 weeks prior to the workshop if your application has been successful. We would advise you to keep the date free in your diary until you receive confirmation either way.

If you are successful in getting a place on any of the workshops, you will receive a confirmation email. If the workshop is oversubscribed and you do not receive a place, you may be contacted at short notice should there be a cancellation.

For **virtual workshops** you will receive joining instructions along with your confirmation email. You do not have to have an account and/or app for the virtual courses, access can be made through your browser. However, we do recommend a digital device capable of providing video and voice participation.

We appreciate not everyone will be confident when it comes to accessing online virtual workshops or may have additional requirements. Please email the [Training Team](#) for guidance or support.

For **face-to-face workshops** you will receive venue instructions along with Covid-19 guidance and protocols that participants will be required to follow - [See page 2](#) for further details.

If you need to cancel your place on a workshop, you must notify us by email asap, that way we may be able to offer your place to someone else.

## eLearning/Learning Hubs/Learning Bytes/Webinars

Please follow the link on the page which will take you to a sign in or registration page for the online learning session you would like to access.

If you have any problems accessing any of the courses included in this programme or would like further information, please email the training team

**Health Promotion Training Team** - [fife.hittraining@nhs.scot](mailto:fife.hittraining@nhs.scot)

**Health Promotion Training Website** - <http://hptraining.fife.scot.nhs.uk>

***“I was slightly anxious about attending a digital online course, but the information I received before with instructions on what to do and what to expect really helped. I attended the session using my mobile and was able to join with no problems and participate in the session. The facilitators were lovely and really made everyone feel at ease. As a result I have now joined a few other online courses to increase my knowledge and skills”***

**Participant**

