

# Miscellaneous

## Working in Care – Induction Standards



business &  
management

Course Code	How will I do this course?	Level	How long will this course take?
100403SM001	This course is delivered over the internet	Two	10 hours

*\*This course is only available at selected **learndirect** centres with specialist tutor support.*

### Description

By law, all new staff working in the social care sector must complete induction training within the first six weeks of your employment – this course provides you with a comprehensive training framework to ensure you meet the induction standards laid down by the Training Organisation for the Personal Social Services England (TOPPS England).

The course explores the values that lie at the heart of all care work and the realities of working in care. You will gain an understanding of your specific role and responsibilities, and why it is essential that you apply the policies and procedures of your organisation. You are also shown how to apply safe working practices to promote a safe, healthy environment for themselves and those you care for.

Wherever possible the course will provide all the training you need to meet the induction standards. However, some information you need to know will be specific to your organisation and in this case you will be given an activity to complete which will help you find that information.

Once you have completed Working in Care – Induction Standards (and any extra training that the course recommends) you can be confident that you will meet a number of the assessment criteria for TOPPS England.

### What will I learn?

#### On completion of this course you will be able to:

- Demonstrate understanding and correct application of relevant aspects of TOPSS England induction standards
- Demonstrate a basic understanding of what the principles of care
- Understand specific roles and responsibilities
- Access, understand and apply the policies and procedures essential to your role
- Understand and apply safe working practices vital for all workers and service users
- Meet a number of the assessment criteria for TOPSS England and be ready to move on to the next stage of induction or foundation standards

### What skills do I need to go on the course?

It is anticipated that you will be a new starter who takes up a non-management position in a social care organisation such as a day care centre, sheltered housing, a children's home, or domiciliary care in a person's own home. The course requires little knowledge of working with computers and is also suitable if English is the your second language.

### Course modules

**Introduction** – How to use this course and introduces you to the people you will be supporting (service users).

**Module 1** – An introduction to the values that lie at the heart of all social care work.

**Module 2** – How to follow the policies and procedures in your organisation.

**Module 3** – Introduction to the principles of care and how you can apply them in your day-to-day work.

**Module 4** – Understand and apply the safe working practices to make a safe environment for you and the people you support.

**Module 5** – The environment that you work in and the effect it has on you and the service users you support.

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