



DEVON ESSENTIAL MEDICAL SERVICES

Devon EMS

TRAINING ACADEMY

QUALITY TRAINING - AFFORDABLE PRICE

A Charitable Unit of Devon EMS



Approved HABC Centre

TRAINING BROCHURE 2013

YOUR GUIDE TO OUR SERVICES,
COURSES AND PRICES

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INTRODUCTION

My name is Jim Clarke and I am the founder and Principle Trustee of Devon Essential Services a South Devon based Registered Charity, which the Devon EMS Training Academy is a division of. I would like to take this opportunity to welcome you to our Academy; this brochure is designed to provide you with an overview of the Academy and the services which it provides.

The Academy is tasked with providing a training service on behalf of the charity to business, industry, individuals and Devon EMS staff, our aim being to provide a quality training service at an affordable price, with any surplus income being reinvested into service provision or to support the charitable work of Devon EMS.

During 2012 we started the process of developing a portfolio of courses some of which are HSE approved, others not, and further divided into clinical and non clinical, also becoming a Highfield HABC Approved Training Centre.

In many cases we are able to provide the training on-site at your venue providing you have suitable accommodation, this is the most cost effective option, failing this should you require a training venue close to your location we could arrange to hire a suitable external venue, where the latter applies we have to add the cost of room hire onto the course fee which can often result in this being the least cost effective option, another option would be for delegates to travel to our own Training Centre on the South Devon Railway at Buckfastleigh.

In addition to closed courses as outlined above we provide a regular programme of open courses, once advertised the majority of these courses will run the only exception being unforeseen circumstances such as sickness, and yes believe it or not we will often run a course for one person, however for some courses a minimum number will apply and where this is applicable you will be advised.

All our open courses are held at The Colin Sully Training & Medical Centre within the grounds of the South Devon Railway at Buckfastleigh, this being our own accommodation which has been developed in conjunction with the South Devon Railway [SDR].

MISSION

To provide a quality cost effective training service in order to train, develop, and inspire the individual

ACADEMY MANAGEMENT STRUCTURE

**PRINCIPLE TRUSTEE AND
CLINICAL CARE MANAGER**

TRAINING LEAD

CLINICAL CARE ADVISORS

- **MEDICAL ADVISOR**
- **NURSE ADVISOR**
- **PARAMEDIC ADVISOR**

TRAINING DEVELOPMENT MANAGER

MARKETING MANAGER

YOUTH DEVELOPMENT MANAGER

Within the team the Principle Trustee is the co-ordinator and team leader with all roles carrying equal importance, and as such are a team of equals.

INTRODUCING THE TEAM

PRINCIPLE TRUSTEE

Is Jim who has overall responsibility for all sections of Devon Essential Medical Services and for ensuring that clinical care standards are maintained, Jim is also the nominated CQC Manager, he is supported by clinical care advisors.

TRAINING LEAD – MICHAELA [Extended special leave, Jim and Willie are sharing the responsibility]

MEDICAL ADVISOR – VACANT

NURSE ADVISOR – VACANT

PARAMEDIC ADVISOR – VACANT

YOUTH DEVELOPMENT LEAD – LYNN [Extended special leave, Jim is acting Youth Development Lead]

TRAINING DEVELOPMENT MANAGER

Is Willie who is responsible for developing a range of training and development programmes, and is our Health and Safety Lead.

MARKETING MANAGER – VACANT

THE COLIN SULLY CENTRE

The Colin Sully Training and Medical Centre is the Academy's base which is situated on the South Devon Railway at Buckfastleigh, the centre has been dedicated to the memory of the late Colin Sully who gave endless hours of voluntary work to both the SDR and Devon EMS.

For delegates attending the centre drinks are often available at the centre and whilst we have no objection to drinks being consumed in the training room, food **MUST** not be consumed, in addition drinks, hot and cold food and snacks are available in the nearby railway refreshment rooms, or during the summer you may prefer to spend your breaks in the relaxing gardens adjacent to the car park or to explore the site. The maximum number of delegates per course is 6, unless otherwise stated, giving time for plenty of individual support

FINDING OUR LOCATION

Buckfastleigh Station on the South Devon Railway is just a few minutes' drive off the A38 Devon Expressway [just follow the brown tourist signs] or between 20 and 40minutes drive from the South Hams, Teignbridge or Torbay area depending on your exact location.

You will need to park in the main SDR car park, and walk up to the station forecourt passed the main station buildings and down the road running alongside the Victorian Coach on the left, where you will find the training venue app 20 meters on your right. [Follow the First Aid Signs]

WHY CHOSE THE DEVON EMS TRAINING ACADEMY

Firstly you can be assured of receiving training of a high standard at what we consider to be a sensible affordable price, whilst we will not guarantee to be the cheapest we do offer a price match where you can demonstrate a like for like course, applies to South Devon only.

Secondly we are developing a team of trainers and advisors with a wealth of knowledge within their specialist area, our trainers are trained to City and Guilds PTLLS level or above, or on a PTLLS pathway and are experienced operational first aiders and/or healthcare professionals.

We operate a system of internal quality assurance where our trainers will be observed as a minimum on an annual basis, our internal verification process will monitor our courses against set external standards via a process of monitoring course feedback forms supported by delegate interviews as indicated.

OUR SERVICE TO DEVON EMS MEMBERS

Devon EMS managers are trained to follow the principles set out in John Adair's model of Action Centred Leadership which we have slightly modified.

The model identifies the following key areas:-

The role of a leader is to *BUILD AND MAINTAIN THE TEAM, DEVELOP AND INSPIRE THE INDIVIDUAL* to *ACHIEVE THE TASK* in order to *SATISFY THE CUSTOMER*.

It therefore follows that the mission of the Academy is to develop a number of training strategies in order to "Develop and Inspire the Individual" this applies equally to both internal and external customers

As a Devon EMS member you are just as important as any external customer and should expect the same standard of service.

Your initial contact with the Devon EMS Training Academy will commence following a referral from your line manager which may be to commence your Induction Training or to verify or APL existing training and to assist you in completing the initial stages of your Personal Development Plan.

The Academy's Training Team are there to support you in achieving your aspirations, we have a close working relationship with line managers and our HR Lead, the training we provide for you will be set to standards, skills and competencies laid down by the Principle Trustee and Clinical Care Manager who is a Trainer/Assessor and NHS Mentor and Registered Healthcare Practitioner, and based on the principles of Clinical Governance.

You will develop a close association with the Academy and its staff which we hope will be an enjoyable and positive experience, please remember that we are there to support you at all times. Through The Colin Sully Centre we aim to develop a number of self directed learning opportunities.

We plan to have free Wi Fi access, where you can use the centres PCs for research, also to use books, DVDs, and manikins. Access to the centre must be pre-booked and there must be an approved supervisor present.

If you are on our Youth Development Programme or Pre-professional Programme you will be attached to the Academy who will arrange placements with community or other groups as indicated.

CHANGES TO WORKPLACE FIRST AID TRAINING

Following on from the recommendations outlined in The Loftsted Review it is anticipated that the Health and Safety Executive [HSE] will no longer approve training providers, however will continue to maintain the standard for first aid training, both FAW and EFAW and provide guidance on first aid within the workplace as it does now.

These changes were set to take effect from April'13 which for providers, would have meant that they no longer had to seek HSE approval, removing the costs associated with gaining this approval, the implementation date has now been put back to October'13 to allow time for greater consultation.

For employers, the recommendations would have allowed them greater flexibility in choosing first aid training, suitable for their workplaces and the risks there-in.

So until changes are implemented current regulations relating to first aid training under the Health and Safety (First Aid) Regulations 1981, will continue to apply.

Devon EMS are planning to offer two course types [see below] providing employers with an option of a cheaper HSE approved course verified by Aid Training and Operations Ltd [HSE Approved Centre 99/99] or a QCF accredited course through Highfield HABC.

COURSE TYPES

INTERNALLY VERIFIED

For individuals requiring first aid training for social or leisure purposes a HSE or QCF course may not be necessary and one of our internally verified courses which are the least expensive could suffice, very often these courses will run alongside a HSE or QCF course, and would therefore meet the same standards the difference being in certification.

If you are unsure which course will best meet your needs we would be very happy to discuss this with you.

EXTERNALLY VERIFIED

These courses will be provided under licence through an existing HSE approved training organisation, or through Highfield where such courses will have QCF accreditation in addition to HSE approval where appropriate.

QCF COURSES

As mentioned above these courses will be provided through Highfield HABC as Devon EMS is an approved Highfield Centre and will have QCF accreditation, therefore such certificates should be universal and for those seeking such assurance or credits under the QCF would be the most suitable option, however they are likely to be the most expensive option.

COURSE LEVELS

We provide training at four levels, whilst some courses provided through Highfield HABC are accredited through Ofqual at Course Qualification Framework [QCF] levels 2 and 3 others are not, in such cases we give an indication of how we feel the training would equate, such courses are indicated by equivalent

Level 1	Community Lifesaver Course – Level 1 equivalent Non QCF – internally verified.
Level 2	Emergency First Aid at Work – Level 2 equivalent [HSE – Non QCF] or Level 2 QCF
Level 3	First Aid at Work – Level 3 equivalent [HSE - Non QCF] or Level 3 QCF
Level 2/4	Advanced First Aid Skills [Modules vary in intensity] – Internally verified - Non QCF.
Level 2	CPR and Automated Defibrillation – Level 2 QCF

COURSE MENU -

PRICE £

INTERNAL COUSES – Internally Verified

Community Lifesaver Course - 3 hrs Level1 equivalent	35.00
Annual Refresher Course [3 hrs]	35.00
Emergency First Aid Course - 1 day Level 2 equivalent	40.00
Community First Aid Course - 3 day Level 3 equivalent]	90.00
DEMS Advanced First Aid Modules [3/4 hrs Level 2/4]	35.00

See below for details.

HSE APPROVED COURSES NOT QCF

Emergency First Aid at Work - 1 day Level 2 equivalent	57.50
First Aid at Work - 3 days Level 3 equivalent	170.00

HIGHFIELD HABC QCF ACCREDITED COURSES

Emergency First Aid at Work [1 day Level 3 QCF]	67.50
First Aid at Work 3 days Level 3 QCF	190.00
Paediatric First Aid [Level 2 QCF]	90.00
Basic Life Support and Automated Defibrillation [Level2 QCF]	42.50
Infection Control [Level 2 QCF]	POA

Please note that all our Level 2 and 3 First Aid Courses offer complimentary Annual Refresher Training [except for expenses]

OTHER CLINICAL COURSES / ADVANCED FIRST AID

AUTOMATED EXTERNAL DEFIBRILATION * [3 HOURS]	£35
BASIC LIFE SUPPORT WITH ADJUNCTS * [3 HOURS]	£35
OXYGEN ADMINISTRATION [3 HOURS]	£35
ENTONOX ADMINISTRATION [3 HOURS PLUS PRIOR DISTANCE LEARNING]	£35
UNDERSTANDING, TAKING AND RECORDING BLOOD PRESSURE MANUALLY. *[3 HOURS]	£35
SPINAL TRAUMA AND MANAGEMENT [PROJECTED]	
PRINCIPLES OF CANNULATION/VENEPUNCTURE * [PROJECTED]	
VITAL SIGNS MONITORING * [1 DAY]	£60

* Indicates interactive training on our Advanced Life Support Manikin.

NOTES

- Various courses/modules can often be linked together.
- We are normally able to develop a course tailored to meet your own individual needs.
- Courses can be run during an evening by special arrangement
- Community courses are also available and generally cost less.
- Other Health and Safety courses are being developed.
- All information given at time of press is correct, however changes are possible.

TRAIN THE TRAINER

We are in the process of developing a Train the Trainer development programme which will be based on the Highfield International award in Delivering Training which is based on key PTLLS modules, successful completion of this course will qualify candidates to teach the Level 2 Emergency First Aid at Work Courses or Level 3 First Aid at Work Course by either a special arrangement with Devon EMS or by becoming a Highfield Centre in your own right, in addition this qualification may well be accepted by other training organisations/awarding bodies.

As a future development we aim to offer the Level 3 PTLLS Course at price which we consider to be more affordable than that currently offered by many training providers.

HEALTH AND SAFETY COURSES

Also we are in the process of developing a number of Health and Safety Courses at Levels 1 and 2 which will include Manual Handling, Fire Safety/Marshal, COSSH, and Risk Assessment.