



Tallaght
University
Hospital

Ospidéal
Ollscoile
Thamhlachta

An Academic Partner of Trinity College Dublin

Learning & Development Prospectus

2021/2022



*'People Caring for People
to Live Better Lives'*



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Introduction

Centre for Learning & Development (CLD)

I am pleased to present the 2021/2022 Prospectus which details the learning and development opportunities available to all staff in TUH and CHI at Tallaght.

Modern health care delivery is constantly evolving. Learning and development opportunities must adapt to ensure staff are supported to deliver high quality, evidence based care and services to meet the needs of our patients and their families.

Over the last year CLD has built on the changes in education and training brought about by the COVID-19 pandemic to provide high quality learning and development opportunities in the digital space. We are delighted to add a Simulation Nurse Co-ordinator to our team this year to increase learning through Simulation. The TUH Leadership Academy (page 143) has been further expanded to enhance the leadership skills of current and future leaders in the Hospital. A CareerDevelopment@TUH Hub is under development and will soon be available on HSeLanD. The aim of the Hub is to guide and support all TUH staff in their career development. The Library and Information Services continue to provide support to all staff and students working and studying in TUH. Access to world-class resources, as well as a space to read and study, have become even more accessible with the Library's extended opening hours for the new academic year.

Please do ensure that this Prospectus is shared in your department and your teams. Because dates can change – we haven't included them in this Prospectus. All education and training programmes dates are uploaded onto the TUH Learning Station via www.hseland.ie

Feel free to contact me regarding any Learning and Development enquiry you may have and also with your comments and feedback regarding the Prospectus.

Kind regards

Shauna



Shauna Ennis
Head of Learning & Development
Human Resources Directorate
Tallaght University Hospital



Pillars of Learning

No building can be supported by only one pillar, it requires a foundation and a number of supports to make the building structurally sound. Similarly, learning and development in Tallaght University Hospital requires a number of pillars to ensure that its foundation is responsive to the developmental needs of staff. The learning and development programmes in this prospectus are categorised into four pillars which provide a scaffold of longitudinal learning.

1. Patients

The programmes within this pillar are clinically based. They are designed to enhance the knowledge and skills of staff in the delivery of care to our patients and families. Some are mandatory or essential – but many are here to enrich and support your working life.

2. People

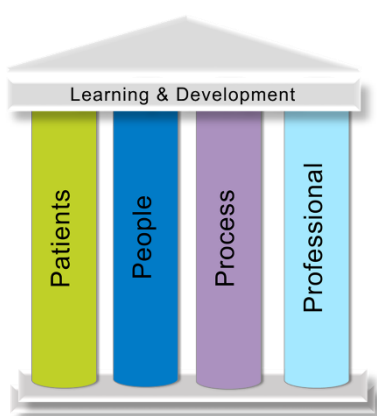
The programmes within this pillar are designed to enhance communication, collaborative working and the development of leadership skills. Tallaght University Hospital strives to be the employer of choice, developing and supporting a culturally diverse, highly competent, motivated and productive workforce. The Centre for Learning and Development, generously supported by the Meath Foundation, plays a central role in maintaining and growing leadership potential, facilitating leadership career pathways and enabling staff to reach their potential.

3. Process

The programmes within this pillar assist staff to provide quality health care that can be defined, measured and published. Programmes here provide the fundamental principles and tools in problem solving, analytical skills and systems thinking to enable staff to improve their own processes leading to a culture of safety and continuous quality improvement.

4. Professional

This programmes within this pillar enable staff to continue on their professional career journey in the hospital. Some are mandatory or essential – but many are here to enrich and support your working life.



TUH Learning Station



What is 'TUH Learning Station' and how to use it.

TUH Learning Station is Tallaght University Hospital's dedicated online Learning & Development Platform. It is the 'One stop online platform' for all TUH Employee's Learning & Development requirements.

The system is hosted on www.hseland.ie and allows TUH and CHI at Tallaght employees to:

- Self-enrol on classroom programmes in the Centre for Learning & Development & TUH
- Continue to undertake HSELand eLearning along with TUH's own eLearning programmes
- Search for education & learning opportunities in TUH and HSELand
- Keep informed of Learning & Development updates/opportunities relating to both TUH & nationally through the "News" section
- Access and undertake eLearning & apply for classroom programmes online 24/7 from any internet point

The vast majority of programmes included in this prospectus are hosted on TUH Learning Station, from which TUH employees can enrol on classroom and online programmes.

How to register for TUH Learning Station

You will fall into one of the two following categories.

1. Have used HSELand before.
2. Have never registered on HSELand before.

Please follow the steps for the category you fall under.

1. Have used HSELand before:

Log on to www.hseland.ie

When you log onto HSELand, you will need to re- register, this will require a verification (Fig 1).

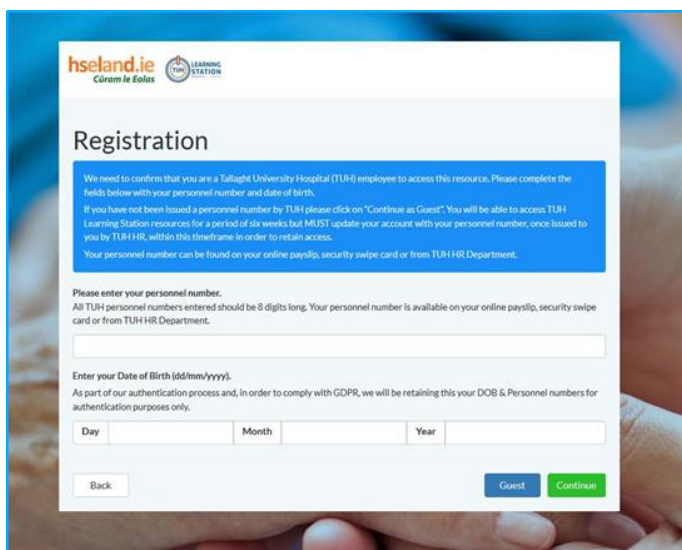


Figure 1

To verify that you are a TUH/CHI at Tallaght employee you will need to provide your employee personnel number, as well as your date of birth.

After this step you are registered and ready to access the Learning Station.

2. Have never registered on HSELand before

If it is your first time registering as a new employee of TUH, and do not yet have a personnel number to provide, you will be provided with 6 weeks access to the system. You must update your details with your personnel number when issued by Human Resources.

If you have a personnel number, please follow the 'create an account' instructions and the system will recognise you as a TUH/CHI at Tallaght employee.

Using the Learning Station

Once you are successfully logged into the Learning Station, you can begin searching for and enrolling for all classroom and e-learning courses.

On the welcome screen (Fig 2) you will see the green search box (Fig 3) where you can search for any course you wish to enrol in.

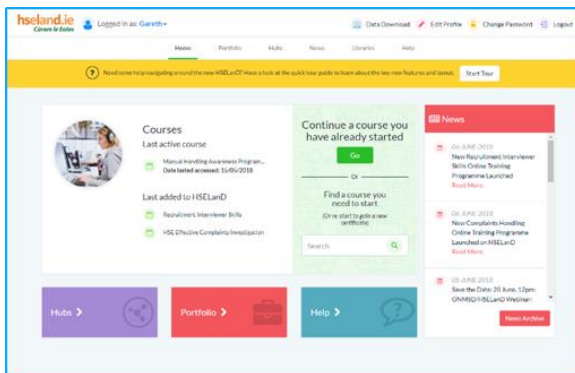


Figure 2

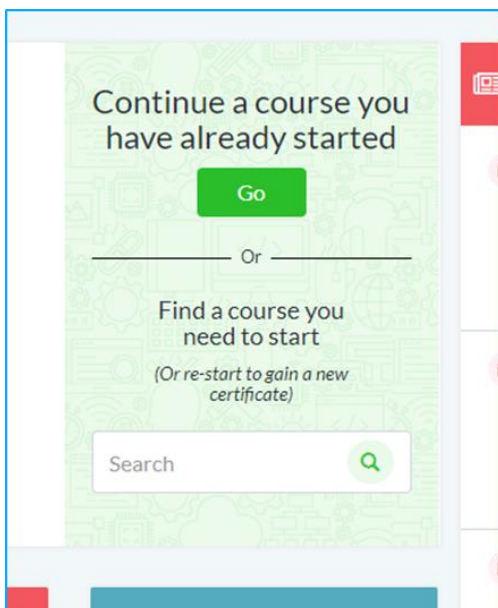


Figure 3

If you search here and find a course you are looking for you can select it from the list provided (Fig 4)

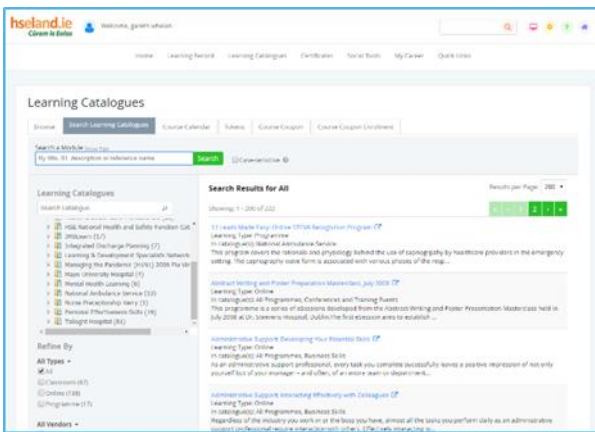


Figure 4

Once you have clicked on a course, a pop up box will appear (Fig 5), you can then choose to enrol on dates that are available by clicking the relevant 'enrol' button under such date for the course.

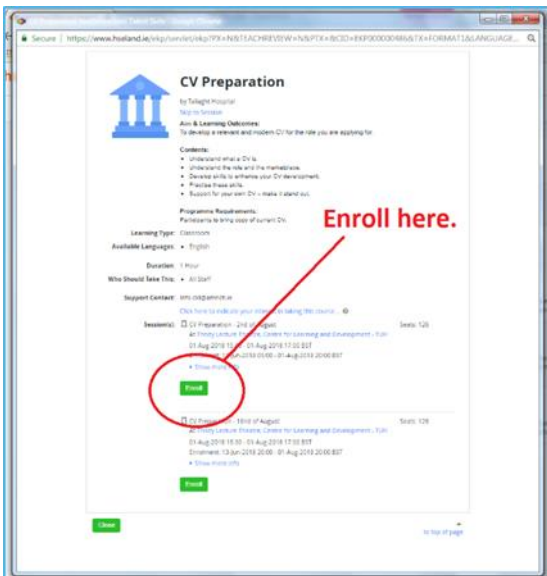


Figure 5

You will then receive email confirmation that you are enrolled.

Please note:

Manager approval is required to ensure release is possible for all courses you enrol on.

Assistance email:

learningstation@tuh.ie

Centre for Learning & Development (CLD) Communications Strategy



The CLD recognises the importance of having a clear Communications Strategy. The purpose of CLD communications is to create a clear path for all our programme information, updates and news for Hospital Staff. The CLD currently communicates our programme information as follows:



Annual Prospectus

- Published every September – contains information regarding all programmes the staff of Tallaght University Hospital can avail of.



Tallaght University Hospital - Learning Station

- Email alerts sent to staff regarding mandatory training and newsfeed with upcoming programme information



Visual Display unit

- Located in the CLD Reception Area Leaflets, fliers and copies of the annual prospectus



“Touchpoint”

- Hospital Communications Newsletter produced fortnightly
- CLD Programmes included in events section and various news pieces e.g. CLD Prospectus launch



Email

- Programme information is regularly emailed to Managers and Staff regarding relevant programmes
- Central email address for easy processing of enquiries – info.cld@tuh.ie



Social Media

- Twitter account – [@CLDTallaghtHosp](https://twitter.com/CLDTallaghtHosp)
- Tallaght University Hospital Facebook Page
- Tallaght University Hospital LinkedIn Page



Websites

- CLD Intranet page – includes programme information, contact details and link to SharePoint Leave and funding application form
 - External Hospital Internet Page
-

Study Leave/Funding Approval and Reimbursement

Introduction

The following are instructions on the application for Learning & Development leave and/or funding and for the processing of applications by managers and portfolio directors.

Please ensure that you have read the policy 'HR-POL-29 - Learning & Development, Leave & Funding' with which the parameters for developmental leave and funding are outlined.

Applying for Training Funding/Leave

1. To apply for developmental leave and/or funding, (please use Internet Explorer) go to TUH Intranet page. → Popular Links → Staff Forms (Figure 1) → 'S' Study Leave & Funding (Figure 2 & 3) **or** click on the link below:

<http://intranet.amnch.ie/tuheforms/eforms/Pages/StudyLeaveAndFunding.aspx>

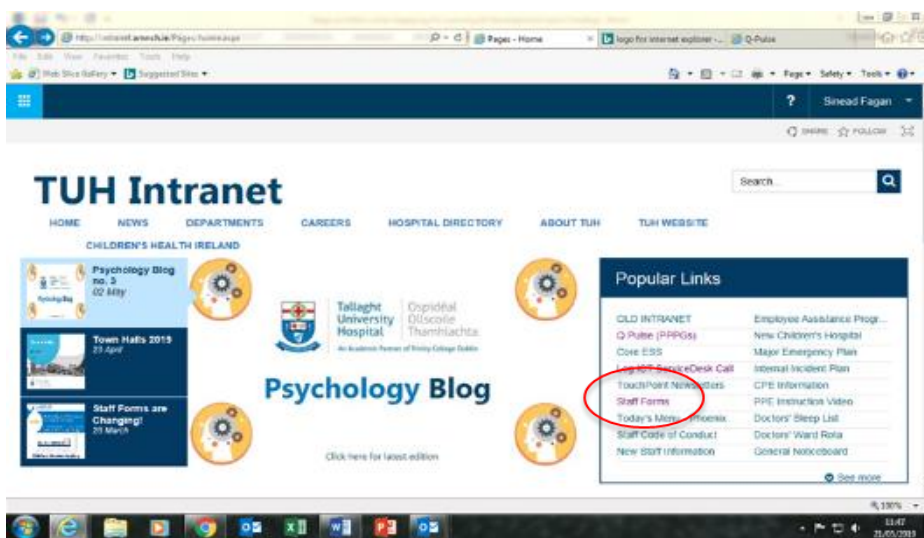


Figure 1

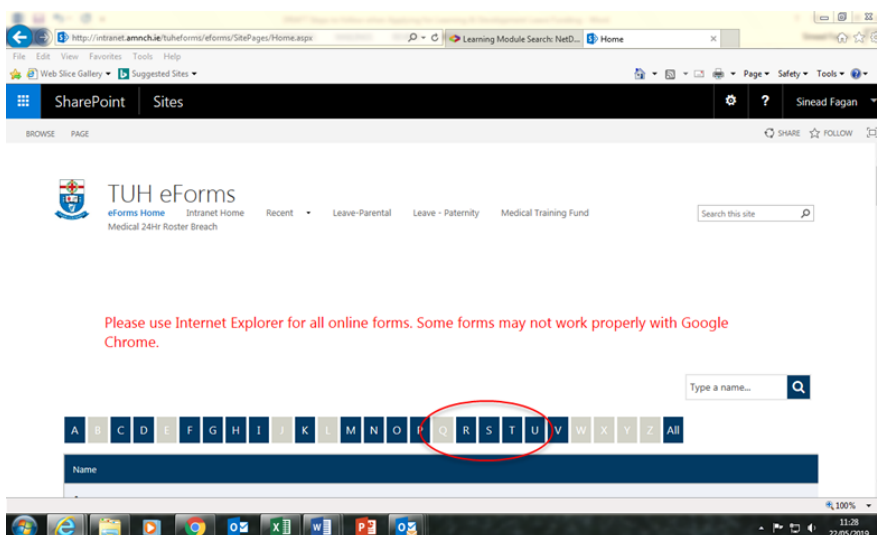


Figure 2

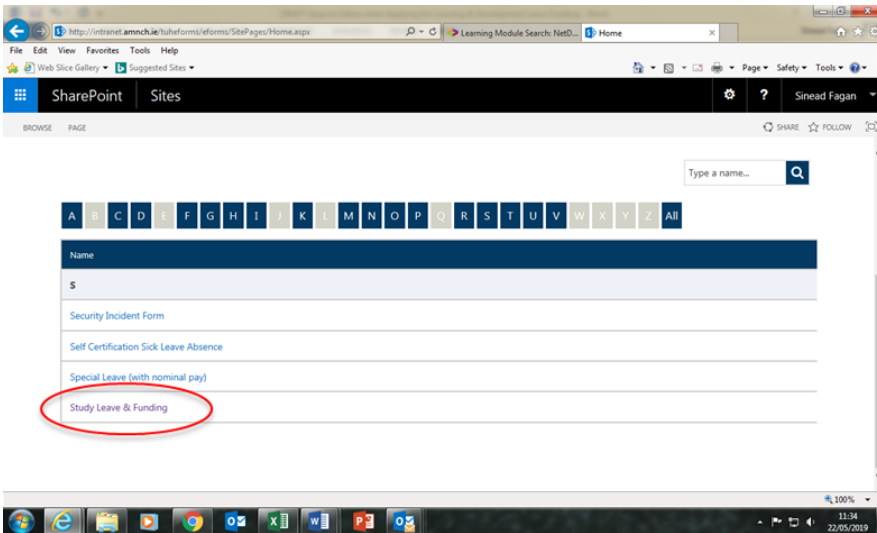


Figure 6

2. Click on the 'New Form' button (circled below - Figure 4).

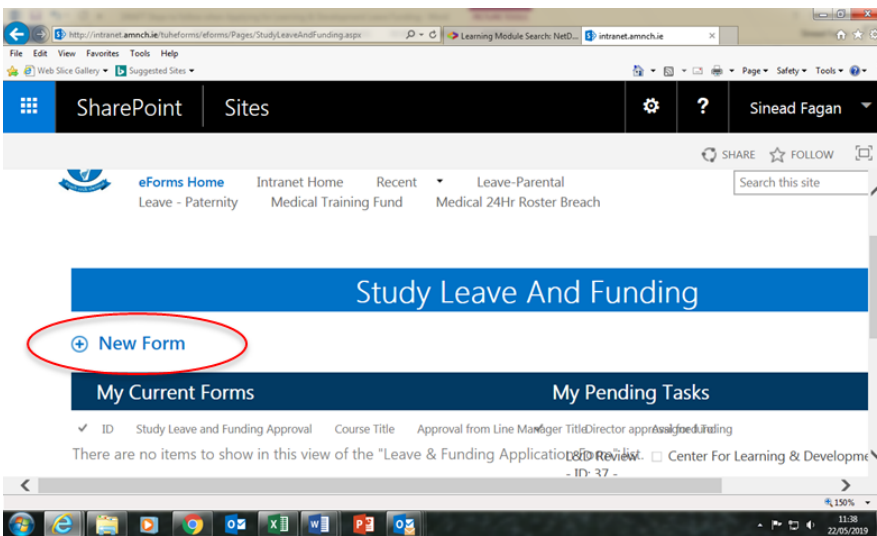


Figure 4

3. Please enter all the required information (Figure 5)

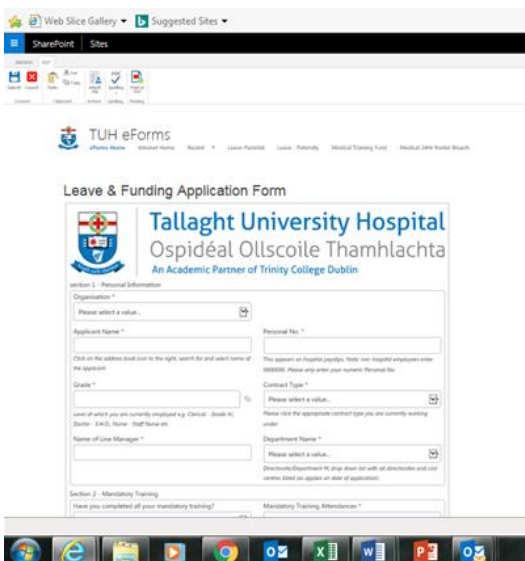


Figure 5

4. When you are happy with the content of the form click 'Submit' (Figure 6)

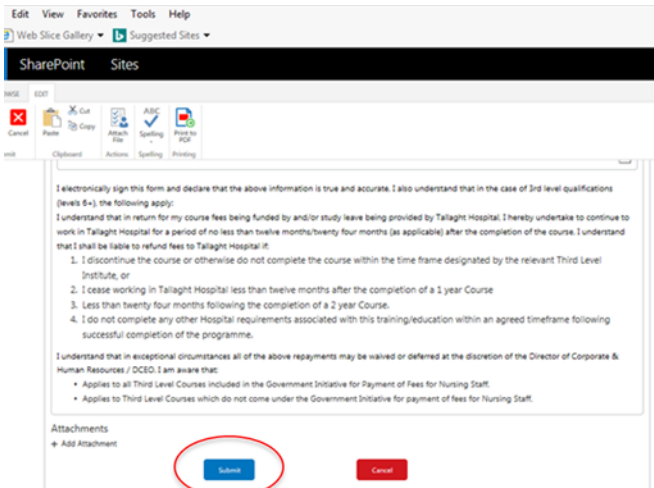


Figure 7

5. Once you have clicked 'Submit' the Line Manager you selected in the process will receive notification via email.

Processing Developmental Leave and/or Funding Requests as a Manager

When an application for developmental leave and/or funding request has been submitted for your approval, you will receive an email (as above). Please click on the link in the email which will open a list of all unprocessed applications for your review.

To review an application, click on the edit button beside each request, review the details entered by the applicant and either approve or reject the applications. If an application is approved, an automated email will be sent to notify the next person in the process (Director selected). If an application is rejected, an email will be sent to the applicant informing them that their application has not been successful.

Core

If the applicant is successful in their request for funding/leave, Managers must assign study leave hours for the applicant through Core. This process is outlined on the CLD Department page of TUH Intranet. (Figure 7)

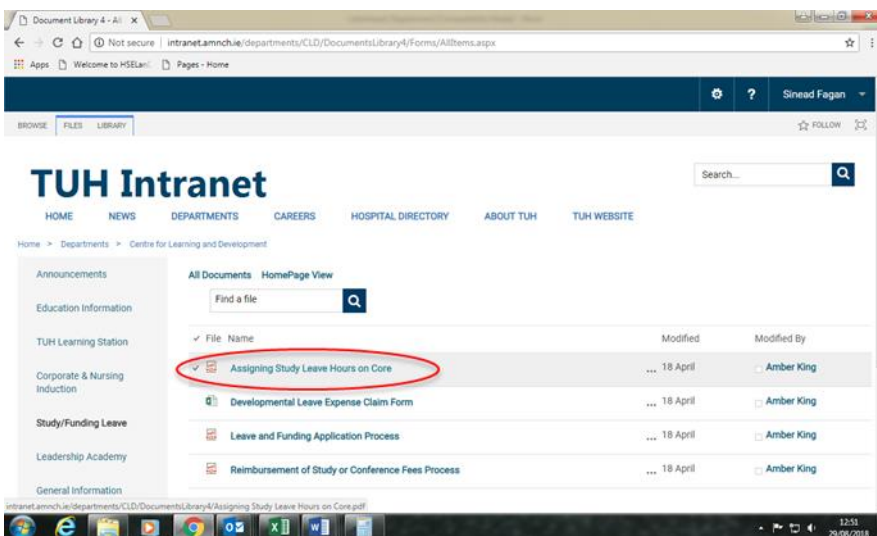


Figure 7

Applying for Reimbursement of Study/Conference Fees

1. Applicant must complete the 'Developmental Leave Expense Claim Form' which is available at:
<http://intranet.amnch.ie/departments/CLD/DocumentsLibrary4/Forms/AllItems.aspx>

Please ensure Manager completes Section 1 of Development Leave Expense Claim Form.

Applicant must scan the following to Shauna.Ennis@tuh.ie / Clodagh.McLoughlin@tuh.ie*

- a) Completed 'Developmental Leave Expense Claim Form'.
- b) All associated receipts of payment relevant to the expense form.
- c) Certificate of attendance/completion

***Nursing Staff** please send the required documents to Mary.Murphy20@tuh.ie

2. Learning & Development will review the claim form, process and update the electronic application on SharePoint.
3. Claim forms are forwarded to Finance on a monthly basis by Learning & Development.
4. Finance will review and process to Payroll.

Applicant is reimbursed via Payroll

Issues & Support

For all issues and queries regarding the process, please contact the Centre for Learning & Development:

info.cld@tuh.ie

Equality & Diversity

Equal Opportunities in Learning & Development for People with Disabilities

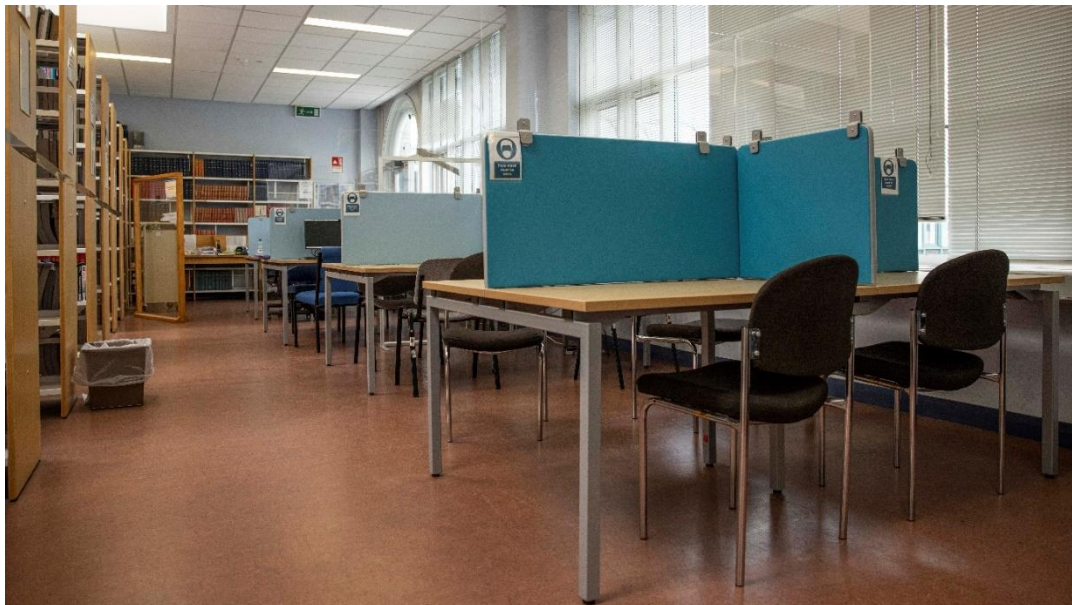
<p>Tallaght University Hospital is an Equal Opportunities employer. We pride ourselves on ensuring that our learning and development process is fair, equitable and accessible to all employees.</p> <p>To ensure that we accommodate everyone fairly we ask employees who have a disability which impacts on their learning to inform us in advance. Support requirements may then be put in place to facilitate participation in learning and development programmes.</p> <p>Please let us know if you have any disabilities we can support you with.</p> <p>Please identify any specific support requirements that you may have on the form opposite and send to either of the email address below.</p> <p>Please be assured that this information will be treated as highly confidential and will only be used for the purpose of meeting your support requirements for participating in learning and development.</p> <p>If you have any concerns or queries please contact shauna.ennis@tuh.ie or clodagh.mcloughlin@tuh.ie</p>	Name _____
	Work _____
	Address _____ _____
	Contact number _____
	Email _____
	Please describe the nature of your disability. _____ _____ _____
	Please identify your specific support requirements, if known. _____ _____ _____
	Signature: _____
	Date: _____
	Please forward to: shauna.ennis@tuh.ie

Centre for Learning & Development Team

Name	Post	Contact Number	Email Address
Shauna Ennis	Head of Learning & Development	414-2857	shauna.ennis@tuh.ie
Clodagh McLoughlin	Deputy Head of Learning & Development	414-2851	clodagh.mcloughlin@tuh.ie
Geraldine Kyle	Nurse Tutor		geraldine.kyle@tuh.ie
Deirdre Halford	Regional Nurse Tutor	087-9229656	deirdre.halford@tuh.ie
Cathy Mullen	Resuscitation Officer	414-2370	cathy.mullen@tuh.ie
Clare Curran	Resuscitation Officer CHI at Tallaght	414-2370	clare.curran@tuh.ie
Deirdre Fullam	Nurse Educator Facilitator/TY Work Experience	414-2198	deirdre.fullam@tuh.ie
Tom Martin	Educational Technologist	414-2867	tom.martin@tuh.ie
Marie Costello	Corporate Induction Co-ordinator & ICT Trainer	414-2347	marie.costello@tuh.ie
Karen Robinson	IT Trainer	414-2431	karen.robinson2@tuh.ie
James O'Neill	Facilities Officer	414-2820	james.oneill@tuh.ie
Stephen Robinson	Facilities Officer	414-2820	stephen.robinson@tuh.ie
Sandra Daly	Intern Tutor/ Postgraduate Administration	414-2883	sandra.daly@tuh.ie
Sinead Fagan	Administration	414-3170	sinead.fagan@tuh.ie

Library and Information Services

For all staff and students working and studying in TUH



Located on the first floor of the Centre for Learning and Development

Library Staff

- Jean McMahon BA MA Ed PG Dip ILs
- Pamela Doyle BSc MSc

Library Services

- **Computer** access, **printing** facilities and **study** space
- **Athens** login to access online resources available to all staff on request
- Clinical & Research Databases: **Medline/CINAHL/PsycInfo/Cochrane**
- Management Databases: **Emerald and Health Business Elite**
- Point-of-Care Decision Support Apps: **UpToDate/BMJ Best Practice**
- **Royal Marsden** Manual of Clinical and Cancer Nursing Procedures Online
- Online Journals in the A-Z or through the **BrowZine App**
- **BMJ Case Reports** and Fellowship Code for Publication
- **BNF & BNF for Children**
- **Full-text article supply** service with 24-hour turnaround
- Expert guidance on **searching the databases** and devising search strategies for **literature review** and **research**

Collection of over 11,000 Books:

- Health Sciences
- Management
- Wellbeing and Self-Help
- Fiction

Staff can borrow 8 books and students can borrow 4 books

All Readers may borrow two additional books from the Fiction section

Click-and-Collect books with the **MyCirqa App**



Check Library homepage for current opening hours

<http://intranet.tuh.ie/departments/library/Pages/home.aspx>

Ext. 4852 libraryadmin@tuh.ie

Disclaimer

Disclaimer for the Provision of Education/Training by the Centre for Learning & Development at Tallaght University Hospital

Attendance and/ or participation in the above programme which is provided by, or on behalf of, Centre for Learning & Development (**CLD**) at Tallaght University Hospital (**TUH**) is subject to the following terms and conditions:

1. This programme is developed solely for the purposes of TUH requirements in the interests of protecting and improving the health of the public in respect of the knowledge and training of nurses, midwives and other employees of a healthcare provider who are engaged in a healthcare environment (whether public and/or private).
2. In light of these purposes, this programme is intended to provide educational information to aid and augment an understanding of the theoretical subject matter presented and/ or the practical application of certain skills and competencies.
3. It is the individual responsibility of each practitioner to assess and maintain his/ her own competence in respect of any situation and to assess the limitations of his/ her competence. This programme is not intended to affect, interfere with or limit a person's individual responsibility to practice safely and effectively within his/ her scope of practice and in accordance with any local policies, guidelines and/ or protocols which may exist.
4. The TUH shall have no liability, whether in (a) contract, (b) tort, (c) statute or (d) otherwise, for any injury, loss, damage or claim arising out of, or in connection with, any person's attendance and/ or participation in this programme including but not limited to the subject matter thereof and/ or arising out of the use of any handbooks, guidance notes, other documentation, oral presentations/ demonstrations, web-based learning tools or any other instruction or materials provided as part of this course (the "**Materials**"), howsoever arising.
5. Any Materials provided by TUH as part of this programme are provided for information and guidance purposes only. TUH makes no representation assurance, warranty or guarantee of any kind whatsoever in relation to the Materials. The provision of the Materials is without prejudice to the obligation of persons attending and/ or participating in this programme to continually develop themselves as professionals, where applicable.
6. If and to the extent that any provision in this Disclaimer is held to be unenforceable, illegal or void in whole or in part, it will to that extent be deemed not to form part of this Disclaimer and the enforceability, legality and validity of the remainder of this Disclaimer will not be affected.
7. Nothing in this Disclaimer shall limit or exclude the liability of the TUH in a manner which is prohibited by law.
8. This Disclaimer shall be governed by and interpreted in accordance with Irish Law. These terms and conditions are without prejudice to the operation of the Clinical Indemnity Scheme and the professional responsibilities of any persons attending and/ or participating in this programme.

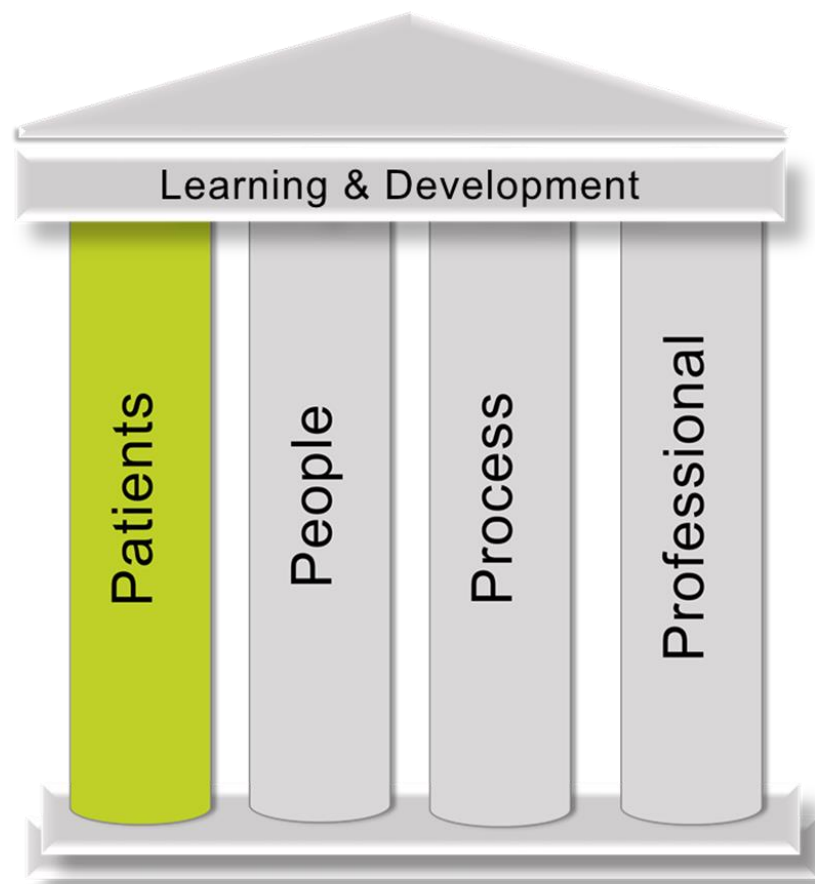


Tallaght
University
Hospital

Ospidéal
Ollscoile
Thamhlachta

An Academic Partner of Trinity College Dublin

Centre for Learning & Development



Advanced Cardiac Life Support (ACLS) – Blended Learning Programme

Aim & Learning Outcomes:	<ul style="list-style-type: none"> To enhance participants skills in the diagnosis and treatment of patients with cardiac arrest and pre-arrest rhythms
Content:	<ul style="list-style-type: none"> ACLS surveys ACLS algorithms Management of Stroke ACS Resuscitation team dynamics ACLS pharmacology Rhythm recognition
Target Audience:	<ul style="list-style-type: none"> Medical and Nursing Staff
Programme Requirements:	<ul style="list-style-type: none"> Current BLS certificate Pre-course on line preparation ECG rhythm recognition
Assessment:	<ul style="list-style-type: none"> Practical skills testing MCQ
Level of Learning:	<ul style="list-style-type: none"> ACLS provider 2 year certification – AHA approved/accredited
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> Mandatory for members of the cardiac arrest team
Number of Participants:	<ul style="list-style-type: none"> 24
Facilitator:	<ul style="list-style-type: none"> Cathy Mullen, Resuscitation Training Officer
Cost:	<ul style="list-style-type: none"> €400 – Funding via individual Directorate or medical funding stream for TUH Staff / CHI at Tallaght Staff

Date:	Time:	Duration:	Venue:	Method of Booking:
March / September / December	07.45 – 18.00 both days	Two days	Centre for Learning and Development	TUH Learning Station www.HSELand.ie (Module ID: TH0001)

Advance Care Planning & Advance Healthcare Directives - Podcast

Aim & Learning Outcomes:	<ul style="list-style-type: none"> The aim of this programme is to give information on Advance Care Planning to nurses working in the Older Person Residential Care Setting. The podcast covers; Death and Dying in Ireland Advance Care Planning Having Conversations Advance Healthcare Directives
Content:	<ul style="list-style-type: none"> This is a recorded talk from Deirdre Shanagher from the Irish Hospice Foundation
Target Audience:	<ul style="list-style-type: none"> Nurses working in the Older Person Residential Care Setting
Programme Requirements:	<ul style="list-style-type: none"> N/A
Assessment:	<ul style="list-style-type: none"> N/A
Level of Learning:	<ul style="list-style-type: none"> N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number of Participants:	<ul style="list-style-type: none"> Unlimited
Facilitator:	<ul style="list-style-type: none"> Geraldine Kyle recorded the podcast in conversation with Deirdre Shanagher
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
N/A	N/A	45 mins approx	Podcast	TUH Learning Station www.HSELand.ie (Module ID - ADVANCE_CARE_PLANNING_ADVANCE_HEALTHCARE_DIRECTIVES)

Advanced Certificate in Phlebotomy – Classroom / Virtual Classroom

Aim & Learning Outcomes:	<p>The aim of this programme is:</p> <ul style="list-style-type: none"> To provide a structured framework to the education and training of Phlebotomy staff within the Irish Healthcare setting. <p>On completion of the programme the learner will:</p> <ol style="list-style-type: none"> 1. Identify the Role of the Phlebotomist within the acute Care setting 2. Explain the rationale for adhering to Local National and International Policy when undertaking Phlebotomy Practice. 3. Apply the principles of best practice to the skill of Venepuncture in the Acute Hospital Setting 4. Examine the appropriate steps to be followed to maintain patient safety.
Content:	<ul style="list-style-type: none"> Module 1 –The Theory of Phlebotomy Practice: Module 2 – Clinical Skills and Practice
Target Audience:	Healthcare Assistants or Lab technicians who are interested in becoming phlebotomists
Programme Requirements:	<p>Applicants must have one of the following qualifications;</p> <ul style="list-style-type: none"> Relevant Level 5 QQI Major Award such as Health Service Skills or Healthcare Support (other relevant level 5 Major awards will be considered on a case by case basis). or Relevant undergraduate qualification in the area of healthcare or laboratory science. <p>Applicants must also;</p> <ul style="list-style-type: none"> Have excellent oral and written communication skills – requires attention to detail and meticulous record keeping. Have the physical ability to undertake the skill of Venepuncture. This is a highly dexterous skill and requires sound fine motor skills and eyesight.
Assessment:	<ul style="list-style-type: none"> Assignment A&P workbook Oral Presentation Clinical Competency Assessment Portfolio Document and Reflections
Level of Learning:	<ul style="list-style-type: none"> This programme is designed for level 6 on the NFQ. Accreditation is pending.
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number of Participants:	<ul style="list-style-type: none"> Maximum 6 TUH staff – some places may be allocated to staff in other organisations
Facilitator:	<ul style="list-style-type: none"> Geraldine Kyle and Clodagh McLoughlin
Cost:	<ul style="list-style-type: none"> €150 for Non TUH Staff / CHI at Tallaght Staff

Date:	Time:	Duration:	Venue:	Method of Booking:
Sept 2021 and April 2022 intakes are fully booked	One Day per Week – This will be in the learner's own off duty time	26 weeks	Centre for Learning and Development/ Phlebotomy Department, TUH Classroom / Virtual Classroom – (Module ID-2898)	Expressions of interest to be sent to TapApplication@tuh.ie The programme will be advertised in Summer 2022 with more details of application process

Advanced Paediatric Life Support - Blended Learning Programme

Aim & Learning Outcomes:	<ul style="list-style-type: none"> • Structured approach to Paediatric emergencies • Identification ,stabilization and management of the seriously unwell child • APLS Algorithms • Resuscitation team dynamics
Content:	<ul style="list-style-type: none"> • Management of Paediatric cardiac arrest, peri arrest, serious illness, serious injury, pharmacology,
Target Audience:	<ul style="list-style-type: none"> • Medical and nursing staff
Programme Requirements:	<ul style="list-style-type: none"> • Current BLS course, experience in paediatric field, • Pre course on line component completed.
Assessment:	<ul style="list-style-type: none"> • Continuous assessment, practical skills assessment, and MCQ
Level of Learning:	<ul style="list-style-type: none"> • ALSG course – validated by Resus Council UK
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No
Number of Participants:	<ul style="list-style-type: none"> • 32
Facilitator:	<ul style="list-style-type: none"> • Claire Curran, Resuscitation Officer CHI at Tallaght
Cost:	<ul style="list-style-type: none"> • Available on Application

Date:	Time:	Duration:	Venue:	Method of Booking:
Yearly in May	08.00 – 19.00 08.00 – 16.00	2 days	CLD	TUH Learning Station via: www.hseland.ie (Module ID: TH0002)

Anaphylaxis for Healthcare Professionals - Blended Learning Programme

Aim & Learning Outcomes:	<p>The aim of the programme is to provide the necessary knowledge required by a registered nurse/midwife/public health nurse/health care professional (HCP) when dealing with a patient who develops anaphylactic shock.</p> <p>The HCP will be:</p> <ul style="list-style-type: none"> • familiar with the ABCDE approach to assessing the patient for anaphylaxis • familiar with relevant algorithms outlining the procedures and medications required when managing a patient with anaphylaxis • more confident in assessing patients for anaphylaxis and differential diagnoses • able to demonstrate the appropriate management and treatment of anaphylaxis
Content:	<ul style="list-style-type: none"> • Overview of anaphylaxis • Skills station 1 – algorithm and medication discussion • Skills station 2 – preparing medication for the treatment of anaphylaxis • Skills station 3 – assessing the adult patient • Skills station 4 – assessing the child and infant patient
Target Audience:	<p>Any Registered Healthcare Professional who may be required to administer epinephrine/adrenaline under a medicine protocol and has not previously attended a classroom session.</p>
Programme Requirements:	<ul style="list-style-type: none"> • Participants should be Registered Nurse/Midwife/Public Health Nurses, Registered Medical Practitioners or Registered Dentists. Other registered or certified HCPs should check to see if the programme is suitable for their needs • Pre-requisite learning: • BLS • eLearning Programme: National Anaphylaxis Education Programme for Healthcare Professionals on HSeLanD. (Must have been completed within 3 weeks of attending classroom session).
Assessment:	<ul style="list-style-type: none"> • Informal MCQ test
Level of Learning:	<ul style="list-style-type: none"> • Category 1 approval from Nursing and Midwifery Board of Ireland (NMBI)
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No
Number of Participants:	<ul style="list-style-type: none"> • Maximum 6 per instructor
Facilitator:	<ul style="list-style-type: none"> • Deirdre Halford and Geraldine Kyle, Centre for Learning and Development
Cost:	<ul style="list-style-type: none"> • Tallaght University Hospital and HSE staff – none • Non HSE staff €50

Date:	Time:	Duration:	Venue:	Method of Booking:
16th September, 8th October, 21st October, 12th November, 10th December Please refer to TUH Learning Station for 2022 dates	10.00-11.30	1.5 hours	Centre for Learning and Development	TUH Learning Station via www.hseland.ie (Module ID: MOD-3841)



Aim & Learning Outcomes:	<p>The aim of this programme is:</p> <ul style="list-style-type: none"> To improve hand hygiene compliance among all healthcare workers (HCW) and thus reduce the incidence of healthcare associated infections To refresh knowledge to ensure compliance with hand hygiene <p>Effective hand Hygiene is the single most effective thing that you can do to protect the people you care for and yourself from healthcare acquired infections. HCAI's. But knowing is not enough - it's important to apply what you have learnt, and believe that it can be done.</p>
Content:	<p>By the end of this course, you should know:</p> <ul style="list-style-type: none"> Why hand hygiene is important When to practice hand hygiene. How to perform hand hygiene in line with the WHO 5 Moments. How to take care of your hands.
Target Audience:	All hospital staff
Programme Requirements:	None
How is the Programme Evaluated:	You must complete the post course evaluation as part of the overall course completion. It should take you less than 5 minutes to complete the evaluation.
Level of Learning:	This course has been awarded 1 CEU from NMBI and 2 CPD credits from RCPI
Is the Programme Mandatory for Tallaght University Hospital Staff:	Yes, every two years
Number of Participants:	Unlimited
Host:	www.hseland.ie
Cost:	N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
N/A	N/A	eLearning will take approximately 30 minutes	N/A	TUH Learning Station via www.hseland.ie (Module ID AMRIC-HH)

AMRIC Basics of Infection Prevention and Control - eLearning



Aim & Learning Outcomes:	The Basics of Infection Prevention and Control will help to keep you, the people you care for and your colleagues safe from infection at work.
Content:	By the end of this course, you will be able to: <ul style="list-style-type: none"> • Identify and analyse risks of infection in the healthcare setting. • Recognise how a risk-management approach can help prevent infection. • Make on-the-spot IPC risk assessments in your day-to-day work.
Target Audience:	This course is designed for all staff within the health services.
Programme Requirements:	None
Assessment:	You must complete the post course evaluation as part of the overall course completion. It should take you less than 5 minutes to complete the evaluation.
Level of Learning:	This course has been awarded 1 CEU from NMBI and 2 CPD credits from RCPI.
Is the Programme Mandatory for Tallaght University Hospital Staff:	Yes, every two years.
Number of Participants:	N/A
Facilitator:	N/A
Cost:	N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Every two years		20 Minutes	N/A	TUH Learning Station via www.hseland.ie (Module ID - AMRIC IPC Basics)

AMRIC Personal Protective Equipment (PPE) - eLearning



Aim & Learning Outcomes:	This course on Personal Protective Equipment (PPE) will enable and empower you to make an assessment on the selection of PPE for a task and to put on and remove PPE correctly.
Content:	<p>By the end of the course, you will be able to:</p> <ul style="list-style-type: none"> • Identify why you need to wear PPE and where you need to wear it. • Recognise the appropriate PPE to wear to protect the body, face and eyes, and hands in different situations. • Put on and remove all PPE in acute and non-acute setting. • Dispose of used PPE safely. • Reflect on your own actions and behaviours in relation to PPE and infection prevention and control.
Target Audience:	This course is designed for all staff within the health services.
Programme Requirements:	None
Assessment:	You must complete the post course evaluation as part of the overall course completion. It should take you less than 5 minutes to complete the evaluation. When you complete the course and the evaluation you will be able to print your certificate of completion
Level of Learning:	This course has been awarded 1 CEU from NMBI and 2 CPD credits from RCPI.
Is the Programme Mandatory for Tallaght University Hospital Staff:	Yes, every two years – Staff that have patient contact.
Number of Participants:	N/A
Facilitator:	N/A
Cost:	N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Every two years	N/A	20 Minutes	N/A	TUH Learning Station via www.hseland.ie (Module ID - AMRIC-PPE_LM)

AMRIC Standard and Transmission-Based Precautions- eLearning



Aim & Learning Outcomes:	This course will enable you to carry out on the spot risk assessment that will help you to apply Standard and Transmission-based Precautions in your area of work to prevent the spread of infection.
Content:	<p>By the end of the course, you will be able to:</p> <ul style="list-style-type: none"> • Continually assess the risk of infection spread within your workplace. • Identify and apply appropriate Standard Precautions. • Identify and apply appropriate Transmission-based Precautions. • Reflect on your own actions and behaviours in relation to infection prevention and control. • Encourage colleagues and service users to recognise that infection prevention and control is central to their duty of care.
Target Audience:	This course is designed for all staff within the health services
Programme Requirements:	None
Assessment:	You must complete the post course evaluation as part of the overall course completion. It should take you less than 5 minutes to complete the evaluation.
Level of Learning:	This course has been awarded 1 CEU from NMBI and 2 CPD credits from RCPI.
Is the Programme Mandatory for Tallaght University Hospital Staff:	Yes, every two years – Staff that have patient contact.
Number of Participants:	N/A
Facilitator:	N/A
Cost:	N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Every two years		30 Minutes	N/A	TUH Learning Station via www.hseland.ie (Module ID - AMRIC-STPLM)

National Anaphylaxis Education Programme for Healthcare Professionals – eLearning Programme

Aim & Learning Outcomes:	This education programme is designed for Healthcare professionals involved in the management of anaphylaxis. The aim of the programme is to provide the knowledge and skills for the recognition and competent management of anaphylaxis when it occurs.
Content:	<p>Registered Nurses who administer Epinephrine (Adrenaline,) under medicine protocol should complete the four hour national anaphylaxis workshop initially. This eLearning programme may be completed as a refresher programme to maintain competency.</p> <p>Since COVID - 19 restrictions, this E-Learning Programme is also used as part of a blended learning approach to delivering what was previously the four hour national anaphylaxis workshop.</p> <p>This eLearning programme is suitable for Tallaght University Hospital Nursing (TUH) staff in compliance with the Policy on the Administration of Intravenous Medication to Adult patients in TUH. It fulfils the mandatory education needs for TUH staff.</p>
Target Audience:	<ul style="list-style-type: none"> All healthcare professionals
Programme Requirements:	<p>Nurses working with medicine protocols should have previously completed Anaphylaxis for Healthcare Professionals – Classroom programme.</p> <p>Otherwise there are no programme requirements.</p>
Assessment:	<ul style="list-style-type: none"> Online MCQ test resulting in a certificate of completion from www.hseland.ie
Level of Learning:	<ul style="list-style-type: none"> N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	Yes Mandatory for Registered Nursing Staff. Must be updated every two years.
Number of Participants:	<ul style="list-style-type: none"> N/A
Facilitator:	<ul style="list-style-type: none"> Geraldine Kyle and Deirdre Halford
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
N/A	N/A	eLearning will take approximately 1 Hour	N/A	Via www.hseland.ie (Module ID - _5YcA6ly1oZe_course_id)

Autism Awareness - eLearning Programme

Aim & Learning Outcomes:	<p>The aim of this eLearning education programme is to:</p> <ul style="list-style-type: none"> • Provide evidence based knowledge about autism for healthcare professionals interacting with children and adults with autism in the acute hospital setting, enabling them to implement changes in their practice based on their new knowledge. <p>On completion of the programme, participants should;</p> <ul style="list-style-type: none"> • Demonstrate understanding of what autism is and issues relating to how autism affects behaviour • Identify effective communication strategies in dealing with autistic people • Identify ideas for adapting the hospital environment to better suit the needs of those with autism. • Describe strategies for pre-empting and managing behaviours that challenge in autistic people in the hospital setting
Content:	<ul style="list-style-type: none"> • Approx. 45 min of an interactive eLearning programme with interviews from subject experts and suggestions for practice.
Target Audience:	<ul style="list-style-type: none"> • All staff working in an acute hospital setting who interact with the public or any staff member with an interest in learning more about autism
Programme Requirements:	<ul style="list-style-type: none"> • Access to the internet, a device such as a laptop, tablet or phone and an account at www.hseland.ie
Assessment:	<ul style="list-style-type: none"> • There are questions within the programme to check understanding. There is no formal assessment.
Level of Learning:	<ul style="list-style-type: none"> • Accessible to all staff
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No
Number of Participants:	<ul style="list-style-type: none"> • Unlimited
Facilitator:	<ul style="list-style-type: none"> • Geraldine Kyle geraldine.kyle@tuh.ie
Cost:	<ul style="list-style-type: none"> • N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
N/A	N/A	45 mins approx	eLearning Programme	TUH Learning Station via www.hseland.ie

Basic Life Support – BLS Heartcode - Online Blended Learning - (Nursing, Medical Staff) -



Aim & Learning Outcomes:	<ul style="list-style-type: none"> To provide Cardiopulmonary Resuscitation (CPR) on an Adult, Child and Infant Manage choking
Content:	<ul style="list-style-type: none"> Adult BLS and AED use, Child and Infant Basic Life Support (BLS) Choking
Target Audience:	<ul style="list-style-type: none"> Medical Staff Nursing Staff
Programme Requirements:	<ul style="list-style-type: none"> eLearning component 2 Hours with successful MCQ completion
Assessment:	<ul style="list-style-type: none"> Practical skills testing
Level of Learning:	<ul style="list-style-type: none"> Irish Heart Foundation accredited
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> Yes – for some staff cohorts, please refer to Corporate Mandatory Education & Departmental Mandatory Education List available on CLD Intranet Page
Number of Participants:	<ul style="list-style-type: none"> 6
Facilitator:	<ul style="list-style-type: none"> Cathy Mullen, Resuscitation Training Officer
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Minimum of twice weekly	Various	1.5 hours	Montpelier Training Room, Centre for Learning and Development	TUH Learning Station www.hseland.ie BLS Heartcode Online Blended Learning

BLS – Heartsaver Course - Classroom



Aim & Learning Outcomes:	<ul style="list-style-type: none"> To provide CPR on an adult victim who has suffered a cardiac arrest Will be able to relieve a foreign body airway obstruction on a victim of any age Understand the concept of the automated external defibrillator and its important link in the chain of survival
Content:	<ul style="list-style-type: none"> Video led BLS/AED/Choking
Target Audience:	<ul style="list-style-type: none"> HCA's, Allied health Professionals, Clerical staff
Programme Requirements:	<ul style="list-style-type: none"> None
Assessment:	<ul style="list-style-type: none"> Skills Assessment
Level of Learning:	<ul style="list-style-type: none"> IHF / ABA accredited
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> Yes – HCA's and Allied Health Professionals
Number of Participants:	<ul style="list-style-type: none"> 6 per class
Facilitator:	<ul style="list-style-type: none"> Cathy Mullen, Resuscitation Officer, Phone:01-4142370
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Fortnightly	Various	2 Hours	Montpelier Training Suite, CLD	TUH Learning Station via: www.hseland.ie 'BLS Heartsaver'

Cancer Care Education Programme for Registered Nurses Working in an Inpatient Setting – Classroom – 3 Day Programme

<p>Aim & Learning Outcomes:</p>	<ul style="list-style-type: none"> • The aim is to enhance the cancer knowledge, skills and competence of the Registered Nurse in Inpatient Settings, Care Of the Older Person Units, Nursing Homes, Community Based Hospitals. This will enable Nurses to carry put their role in caring for Patients throughout their cancer journey by promoting cancer prevention, providing support throughout the diagnostic process and treatment trajectory, promoting survivorship, providing palliative and end of life care. • Learning outcomes: critically analyse professional, legal & ethical issues pertaining to the nursing management of patients with cancer <ul style="list-style-type: none"> - Understand cancer tumour biology & staging - Critically discuss the role of cancer investigations and their findings - Recognise the importance of effective communication - Demonstrate an understanding of chemotherapy agents, routes of administration and modes of action - Understand the types of radiotherapy for the different cancers - Recognise and understand oncological emergencies - Have an enhanced awareness and understanding of survivorship - Understand how to alleviate pain - Show improved knowledge of palliative care and the referral process - Demonstrate enhanced skills for the provision of end of life care
<p>Content:</p>	<p>The programme will consist of three days of classroom learning. This approach is designed to enable the Registered Nurse to move from one cancer topic to another over a short time period. This will give the programme participants a good focus on the needs of their patient population and enable them to deliver Holistic Nursing Care.</p> <p>The content of the educational sessions will constitute the theoretical instruction as outlined in the indicative content as guided by An Bord Altranais requirements and standards for Nurse Post Registration Education Programmes (2007) and requirements and standards for Post-Registration Nursing & Midwifery Education Programmes– incorporating the national framework of qualifications (NMBI 2015).</p> <p>The programme requires Inter-Professional Educational Input. This may include input from professionals such as members of the Centre for Learning & Development (CLD) and Centre for Nursing & Midwifery Education (CNME), Advanced Nurse Practitioner (ANP) and Clinical Nurse Specialist (CNS) in Oncology and Haematology, Oncologists, Palliative Care CNS or ANP, health promotion and NCCP personnel. Other suitably qualified and experienced personnel will form the remainder of the education team.</p>

Target Audience:	All Registered Nurses who do not work in Oncology Specialist Roles but may care for inpatients with a diagnosis of cancer
Programme Requirements:	Be caring for Cancer Patients in Acute Hospitals, Care of the Elderly Units, Nursing Homes and Community Based Hospitals / Hospices. Have worked for a minimum period of six months post registration. Agree to study the recommended reading and undertake the work based learning. Complete the application form in advance of the programme, signed by the relevant manager with commitment to full attendance.
Assessment:	<ul style="list-style-type: none"> There will be a group presentation during the third day of the programme discussing various topics.
Level Of Learning:	<ul style="list-style-type: none"> NMBI Category 1 Approval
Is The Programme Mandatory For Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number Of Participants:	<ul style="list-style-type: none"> 25 - 30
Facilitator:	<ul style="list-style-type: none"> Sylvia Macken, CF Oncology / Haematology, Oncology Dayward, Tallaght University Hospital, Dublin 24. (01)4144202, (01) 4142000 Bleep 7210.
Cost:	<ul style="list-style-type: none"> Free To Tallaght University Hospital Staff, & HSE Staff €200 for all other attendees

Date:	Duration:	Venue:	Method Of Booking:
TBC 2022	3 Days	Centre for Learning and Development	TUH Learning Station via: www.hseland.ie (Module ID: MOD-0320)

Catering Education Programme - Classroom

Aim & Learning Outcomes:	<ul style="list-style-type: none"> The aim of this module is to provide an understanding of importance of hospital food as an integral part of treatment for hospital patients and to provide an insight into the nutritional aims of the hospital menus
Content:	<ul style="list-style-type: none"> Malnutrition - causes and consequences Hospital food as treatment Nutritional indications for modified consistency, gluten free and renal diets and the provision of good nutritional care to patients
Target Audience:	<ul style="list-style-type: none"> All catering staff including managers, supervisors, chefs and assistants
Programme Requirements:	<ul style="list-style-type: none"> None
Assessment:	<ul style="list-style-type: none"> None
Level of Learning:	<ul style="list-style-type: none"> N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> None
Is the Programme open to Non-Tallaght University Hospital Employees	<ul style="list-style-type: none"> No
Number of Participants:	<ul style="list-style-type: none"> 20
Facilitator:	<ul style="list-style-type: none"> Department of Nutrition and Dietetics
Cost:	<ul style="list-style-type: none"> No Fee – Tallaght University Hospital Employee Not available to External Applicants

Date:	Duration:	Venue:	Method of Booking:
As Requested	1 hour	TBC	TUH Learning Station via: www.hseland.ie (Module ID: MOD-0322)

Central Venous Access Device (CVADs) Multidisciplinary Training in the Adult Setting - Classroom

Aim & Learning Outcomes:	<ul style="list-style-type: none"> To ensure best practice as per Hospital policy in the accessing and use of all central venous access devices Ability to follow Hospital Policy and SOP's safely for accessing and de-accessing all CVADs
Content:	<ul style="list-style-type: none"> Two hour lecture with practical sessions included accordingly
Target Audience:	<ul style="list-style-type: none"> Any Registered Nurse Or NCHD
Programme Requirements:	<ul style="list-style-type: none"> Registered Nurse Or NCHD
Assessment:	<ul style="list-style-type: none"> Clinical Competency Assessed.
Level Of Learning:	<ul style="list-style-type: none"> NMBI Level 1 approved
Is The Programme Mandatory For Tallaght University Hospital Staff:	<ul style="list-style-type: none"> Yes – for some staff cohorts, please refer to Corporate Mandatory Education & Departmental Mandatory Education List available on CLD Intranet Page
Number Of Participants:	<ul style="list-style-type: none"> 2 – 4 Practical Session Only, 5 – 20 Lecture Session; Any Registered Nurse Or NCHD
Facilitator:	<ul style="list-style-type: none"> Sylvia Macken, CF Oncology / Haematology, Ext 4202&Bleep 7210 - Sylvia.Macken@tuh.ie
Cost:	<ul style="list-style-type: none"> No Fee for Tallaght University Hospital Staff €50 Fee for Non-Tallaght University Hospital Staff

Date:	Time:	Duration:	Venue:	Method Of Booking:
Monthly induction sessions and additional sessions provided.	Induction 11.15 – 13.15	2 – 2 ½ Hours Lecture, 40 Minutes Practical For A Single Device	Centre for Learning and Development	TUH Learning Station via: www.hseland.ie (Module ID – 0452)

Clinical Audit – Interns - Classroom

Aim & Learning Outcomes:	<ul style="list-style-type: none"> To provide interns with the skills to conduct a clinical audit utilising a disciplined audit methodology Have a clear understanding of the clinical audit cycle Be able to apply clinical audit methodology as part of an audit team. Be aware of data protection and confidentiality issues related to clinical audit
Content:	<ul style="list-style-type: none"> Definition clinical audit Clinical audit cycle History of clinical audit Why we need clinical audit Clinical audit methodology National & local approach to clinical audit Challenges e.g. ethics, data protection, confidentiality Key points Further information
Target Audience:	<ul style="list-style-type: none"> Interns
Programme Requirements:	<ul style="list-style-type: none"> None
Assessment:	<ul style="list-style-type: none"> None
Level Of Learning:	<ul style="list-style-type: none"> Internal CPD points apply
Is The Programme Mandatory For Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number Of Participants:	<ul style="list-style-type: none"> 20-30
Facilitator:	<ul style="list-style-type: none"> Sinead Palmer - Senior Clinical Audit Manager
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method Of Booking:
Once a year during the intern year.	1300-1400	1 Hour	Robert Graves Postgraduate Centre, CLD	No Booking Required. Must Register with Sandra Daly if internal CPD points are required Sandra.daly@tuh.ie

Clinical Handover eLearning Programme - Tallaght University Hospital



Aim & Learning Outcomes:	<ul style="list-style-type: none"> • Understand the background to the Tallaght University Hospital Clinical Handover – National Guideline 2015. • Identify the key factors that affect the clinical handover process. • Understand the principles and practice of the recommended best practice clinical handover process using ISBAR3 in Tallaght University Hospital. • Understand the principles and practice of the Safety Pause. • Understand the principles and practice of Interdepartmental Handover • Understand the principles and practice of the new Tallaght University Hospital Clinical Handover using a standardised, clear, comprehensive, person centred approach in a timely manner. • Understand the principles and practice of confidentiality in relation to clinical handover.
Content:	<ul style="list-style-type: none"> • Gain an understanding of the principles and practice of the clinical handover process using ISBAR3.
Target Audience:	<ul style="list-style-type: none"> • All Medical, Nursing staff and Health and Social Care Professionals
Programme Requirements:	<ul style="list-style-type: none"> • N/A
Assessment:	<ul style="list-style-type: none"> • 10 MCQs
Level of Learning:	<ul style="list-style-type: none"> • N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • Yes, this is mandatory for Hospital Consultants & NCHD's, Nursing Staff and Healthcare Assistants
Number of Participants:	<ul style="list-style-type: none"> • N/A
Host:	<ul style="list-style-type: none"> • TUH Learning Station via hseland.ie
Cost:	<ul style="list-style-type: none"> • N/A

Date:	Duration:	Venue:	Method Of Booking:
N/A	30 mins	eLearning Programme	TUH Learning Station via: www.hseland.ie (Module ID: MOD-0340)

Clinical Skills Enhancement Programme for Nurses within the Older Persons Residential Setting – Blended Learning Programme

Aim & Learning Outcomes:	<p>This is a new collaborative programme developed for nurses working in residential care settings.</p> <p>The programme will enable the nurse to develop the necessary specialist knowledge, competency and skills to:</p> <ul style="list-style-type: none"> • Discuss the use of Residential Assessment Tools/ Frameworks to evaluate a deteriorating resident • Discuss the role and integration of the multidisciplinary team in diagnosis of illness and the patient care pathway / continuum of care • Demonstrate and maintain therapeutic and professional relationships in obtaining a systematic and comprehensive patient assessment. • Interpret and evaluate the clinical significance of the Stop and Watch Response System (SWRS) in recognising the deterioration of an acutely ill resident • Implement an appropriate plan of care for the resident utilising best available research evidence and nursing therapies / treatments • Evaluate patient outcomes and promote continuity of care in collaboration with the multidisciplinary team across the healthcare continuum • Discuss the use of Advanced Care Planning and Advanced Care Directives in the residential setting • Establish and maintain comprehensive nursing records relating to the assessment planning, implementation and evaluation of the nursing care of this patient cohort drawing on the ISBAR and ISBAR3 Communication Tools as appropriate. • Provide appropriate psychosocial support to the patient and his/her family.
Content:	<ul style="list-style-type: none"> • As above
Target Audience:	<ul style="list-style-type: none"> • Nurses working within the Older Persons Residential Setting
Programme Requirements:	<ul style="list-style-type: none"> • This programme was delivered as a pilot in 2020 where nurses from specifically designated Older Person Residential Settings were nominated by their line manager. Requirements for the next programme to be confirmed.
Assessment:	<ul style="list-style-type: none"> • MCQ examinations (formative) and OSKEs (summative)
Level of Learning:	<ul style="list-style-type: none"> • N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No
Number of Participants:	<ul style="list-style-type: none"> • 30
Facilitator:	<ul style="list-style-type: none"> • Deirdre Halford in TUH
Cost:	<ul style="list-style-type: none"> • N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Dates for 2022 to be confirmed.	08.30-16.30	5 contact days (including an OSKE day)	To be confirmed, may be delivered over 2-3 sites. Blended Learning approach	Via the Learning Station at www.hseland.ie The programme will be advertised when dates have been confirmed. (Module ID: MOD-6907)

Clinical Skills Workshop - Classroom

Aim & Learning Outcomes:	To provide opportunity to practice and avail of refresher education and demonstrations on clinical skills, in a safe and controlled environment, facilitated by qualified healthcare experts.
Content:	<p>Clinical Skills Fair includes more than 20 stations on clinical skills used in Adult and Children Services. Some of the stations are on</p> <ul style="list-style-type: none"> • Tracheostomy Care • Airvo • Non-invasive Ventilation • Venepuncture and Cannulation • Central Venous Access Devices • Urethral Catheterisation, • Haemovigilance, • Pain Control Devices • Nasogastric tube insertion • Bridle threading, Care of PEG in children • Care of Endotracheal tube in children and much more...
Target Audience:	<ul style="list-style-type: none"> • All nurses working in the Dublin Midlands Hospital Group
Programme Requirements:	<ul style="list-style-type: none"> • Registered Nurses
Assessment:	<ul style="list-style-type: none"> • None
Level of Learning:	<ul style="list-style-type: none"> • NMBI Category 1 Approved
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No
Number of Participants:	<ul style="list-style-type: none"> • 100
Facilitator:	<ul style="list-style-type: none"> • Nurse Practice Development Department (Adult Services)
Cost:	<ul style="list-style-type: none"> • N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Twice Yearly- Please refer to TUH Learning Station	13.00- 16.00	3 Hours	Centre for Learning & Development	TUH Learning Station via: www.hseland.ie (Module ID: MOD-0754)

Community and Intellectual Disabilities Nursing COVID-19 Education Programme - Podcasts

Aim & Learning Outcomes:	To support nurses working in the Community and nurses working in Intellectual disabilities services to respond to the presenting COVID patient Learning Outcomes: <ul style="list-style-type: none"> • Identify the appropriate use of Personal Protective Equipment • Complete an effective clinical assessment of a person suspected of COVID 19 and respond with appropriate communication to the multidisciplinary team • Refresh vital sign interpretation and effective Oxygen use.
Content:	<ul style="list-style-type: none"> • 3 podcasts covering the material above. These podcasts were last updated in May 2020. As information on COVID 19 has evolved since that date, listeners are asked to refer to the sources referred to in the podcasts for updated information.
Target Audience:	<ul style="list-style-type: none"> • Public Health Nurses • Community RGNs • RNID and RGNs working in Intellectual Disability services
Programme Requirements:	<ul style="list-style-type: none"> • Access to the internet, a device such as a laptop, tablet or phone and an account at www.hseland.ie
Assessment:	<ul style="list-style-type: none"> • N/A
Level of Learning:	<ul style="list-style-type: none"> • N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No
Number of Participants:	<ul style="list-style-type: none"> • Unlimited
Facilitator:	<ul style="list-style-type: none"> • Geraldine Kyle geraldine.kyle@tuh.ie
Cost:	<ul style="list-style-type: none"> • N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
N/A	N/A	1.5 hours approx. (30 mins / podcast)	Podcast	TUH Learning Station via: www.hseland.ie (Module ID: MOD-3397)

Competency & Preceptorship – Blended Learning Programme

Aim & Learning Outcomes:	<ul style="list-style-type: none"> To prepare nursing staff in Health Service Provider (HSP) associated with Trinity College Dublin (TCD) for their role as preceptor for student nurses while they are on clinical placement
Content:	<p>Education on</p> <ul style="list-style-type: none"> Competency Tool incorporating National Competency Assessment Documents Reviewing all Competency Assessment Documents to include progress notes, importance of providing verbal and documented feedback and discussing the impact of failing to fail a nursing student Presentation on different scenarios and how to write effective progress notes Examples of Learning Support Plan and how to implement them if required
Target Audience:	<ul style="list-style-type: none"> All Registered nurses working in Health Service Providers associated with TCD
Programme Requirements:	<ul style="list-style-type: none"> Registered with NMBI Follow instructions on HSELAND to observe the podcast regarding the 2018 National Competency Assessment Document Complete HSELand Online Pre-Preceptorship Preparation Course, CNME, Kerry (3 units to complete x 25 minutes each)
Assessment:	<ul style="list-style-type: none"> No formal assessment
Level of Learning:	<ul style="list-style-type: none"> NMBI Category 1 Approved
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number of Participants:	<ul style="list-style-type: none"> Social Distancing Requirements will be adhered to
Facilitator:	<ul style="list-style-type: none"> Clinical Placement Co-ordinators, Nurse Practice Development Department, TUH
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Please Refer to TUH Learning Station	TBC	2.5 Hours	Centre of Learning and Development, TUH	TUH Learning Station via: www.hseland.ie Module ID - MOD-0386_1

Compression Bandaging Workshop - Classroom

Aim & Learning Outcomes:	To understand the theory and application of compression bandaging
Content:	The workshop consists of theory and practical application of compression bandaging
Target Audience:	Nursing and Medical Staff
Programme Requirements:	None
Assessment:	None
Level of Learning:	
Is the Programme Mandatory for Tallaght University Hospital Staff:	No
Is the Programme open to Non-Tallaght University Hospital Employees	No
Number of Participants:	Limited by room capacity
Facilitator:	Helen Strapp, Registered Advanced Nurse Practitioner Tissue Viability Service
Cost:	N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Monthly	15.00-16.00	One hour	Ruttle Tutorial Room	TUH Learning Station via: www.hseland.ie

Dementia Care – Enhancing & Enabling Well-Being for the Person with Dementia – Classroom / Virtual

Aim & Learning Outcomes:	<p>On completion of the programme the participant will:</p> <ul style="list-style-type: none"> Describe dementia and its impact on the person and their family Discuss the impact the environment, social and built, has on the person with a dementia Enhance quality of life for the person with dementia by adopting a person centred approach to supporting the person, including approaches that support the person presenting with responsive behaviour. Explore and support partnerships between the person with dementia, family and care givers Discuss the need for palliative care for people with dementia 	
Content:	<p>DAY 1</p> <ul style="list-style-type: none"> Understanding dementia, a personal perspective Challenging our beliefs and attitudes Dementia & Human Rights Enabling the Person with Dementia Communicating with the Person with Dementia Partnerships in Care Creating a Dementia Friendly Environment 	<p>DAY 2</p> <ul style="list-style-type: none"> Nutrition and dementia Palliative Care and the Person with Dementia Supporting a patient living with dementia Non cognitive symptoms – assessment Non cognitive symptoms - interventions Dementia education pathway
Target Audience:	<ul style="list-style-type: none"> Care staff working directly with persons with dementia 	
Programme Requirements:	<ul style="list-style-type: none"> None 	
Assessment:	<ul style="list-style-type: none"> The workplace activity applies the skills and knowledge learnt during the programme Participants will be asked to identify an area for practice improvement in their area of work in collaboration with managers and colleagues 	
Level Of Learning:	<ul style="list-style-type: none"> NMBI Category 1 Approved 	
Is The Programme Mandatory For Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No 	
Number Of Participants:	<ul style="list-style-type: none"> 30 	
Facilitator:	<ul style="list-style-type: none"> Deirdre Halford, Centre for Learning and Development 	
Cost:	<ul style="list-style-type: none"> Free To Tallaght University Hospital Staff, & HSE Staff 	

Date:	Time:	Venue:	Method Of Booking:
Day 1 17 th November 2021 Day 2 1 st December 2021 TBC dates 2022	8.30 – 16.30	Centre for Learning & Development Classroom or Virtual	TUH Learning Station via: www.hseland.ie (Module ID: MOD-0291)

Dementia Care – In Primary Care, an Inter Professional Approach - Classroom

Aim & Learning Outcomes:	<p>On completion of the programme the participant will:</p> <ul style="list-style-type: none"> Describe the different types of dementia with an enhanced understanding of their impact on the individual, their significant others and society Discuss their prevalence, diagnosis and management of dementia in Primary care Demonstrate an understanding of the roles and responsibilities within their interdisciplinary team to support those effected, recognising the importance of working collaboratively
Content:	<p>This programme will be facilitated by the Centre for Learning and Development in partnership with PREPARED (Primary care, Education, Pathways and Research of Dementia) team. Content includes:</p> <ul style="list-style-type: none"> Background to the PREPARED project Overview of dementia Interprofessional learning and collaboration
Target Audience:	<ul style="list-style-type: none"> All Healthcare Professionals working directly with persons with dementia in the Primary Care setting
Programme Requirements:	<ul style="list-style-type: none"> None
Assessment:	<ul style="list-style-type: none"> Nil
Level Of Learning:	<ul style="list-style-type: none"> NMBI Category 1 Approved
Is The Programme Mandatory For Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number Of Participants:	<ul style="list-style-type: none"> 30
Facilitator:	<ul style="list-style-type: none"> Deirdre Halford, Centre for Learning and Development
Cost:	<ul style="list-style-type: none"> Free To Tallaght University Hospital Staff, & HSE Staff

Date:	Time:	Venue:	Method Of Booking:
Please refer to TUH Learning Station for 2022 dates	10:00 – 15:00	Centre for Learning & Development	TUH Learning Station via: www.hseland.ie (Module ID – 0686)

Diabetes Masterclass for Nurses working in CHO 6&7 - Classroom

Aim & Learning Outcomes:	<ul style="list-style-type: none"> The aim of this masterclass is to develop the knowledge and skills of non-specialist nurses working in the residential or community setting in delivering care to adults with diabetes.
Content:	<p>This masterclass will cover the following topics:</p> <ul style="list-style-type: none"> Diagnosis and Classification of diabetes The treatment and management of type 1 diabetes The treatment and management of type 2 diabetes The prevention of and screening for the complications of diabetes
Target Audience:	<ul style="list-style-type: none"> Nurses working in the residential or community setting within CHO 6&7
Programme Requirements:	<ul style="list-style-type: none"> N/A
Assessment:	<ul style="list-style-type: none"> N/A
Level Of Learning:	<ul style="list-style-type: none"> NMBI Category 1 Approved
Is The Programme Mandatory For Tallaght University Hospital Staff:	<ul style="list-style-type: none"> N0
Number Of Participants:	<ul style="list-style-type: none"> 30 Participants
Facilitator:	<ul style="list-style-type: none"> Deirdre Halford, RNT, Centre for Learning and Development
Cost:	<ul style="list-style-type: none"> N/A

Date:	Duration:	Venue:	Method Of Booking:
19 th November 2021	4 Hours	Centre for Learning and Development	TUH Learning Station via: www.hseland.ie (Module ID: MOD-0383)

End of Life Skills – Workshop

Aim & Learning Outcomes:	<ul style="list-style-type: none"> To raise awareness and education on End –of-Life Care resources in Tallaght University Hospital
Content:	<ul style="list-style-type: none"> Discussion and practical demonstration at different learning stations
Target Audience:	<ul style="list-style-type: none"> All Nursing Staff
Programme Requirements:	<ul style="list-style-type: none"> None
Assessment:	<ul style="list-style-type: none"> None
Level of Learning:	<ul style="list-style-type: none">
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number of Participants:	<ul style="list-style-type: none"> 10-20
Facilitator:	<ul style="list-style-type: none"> Cesira McCrohan
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station	Please refer to TUH Learning Station	2 Hours	Centre for Learning & Development	TUH Learning Station via: www.hseland.ie (Module ID: MOD-0965)

Enhancing Communication Skills in Delivering Bad News - Classroom

Aim & Learning Outcomes:	<ul style="list-style-type: none"> • Support staff in developing their communication skills confidence and competence when dealing with patients and families at times of difficult news • Identify the role of communication skills in the context of bad news situations • Comprehend the elements of good communication in times of bad news • Apply the five approaches to delivering bad news • Relate the learning about communication skills to their own practice • Develop a personal plan for dealing with the challenges of bad news • Summarise the key elements of delivering bad news and helping patients to hear and understand it
Content:	<ul style="list-style-type: none"> • Discuss what is bad news and what it means for the patient, explore the impact of our communication on other people, learn the 5 – step process for delivering bad news, discuss some challenges in delivering bad news and providing support, have an opportunity to practice the skills
Target Audience:	<ul style="list-style-type: none"> • All healthcare professionals who are involved in delivering bad news and supporting patients in receiving bad news
Programme Requirements:	<ul style="list-style-type: none"> • Full participation
Assessment:	<ul style="list-style-type: none"> • Participants have a personal workbook
Level of Learning:	<ul style="list-style-type: none"> • NMBI Category 1 Approved
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No
Number of Participants:	<ul style="list-style-type: none"> • Min 8 – max 12 participants
Facilitator:	<ul style="list-style-type: none"> • Liz O Connell, Sylvia Macken, Nicki Dezeeuw, Heather Sloane, Emer Duignan, Una Murtagh, and Cesira McCrohan
Cost:	<ul style="list-style-type: none"> • N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station	08.30am-12.30pm	4 hours	Varies	TUH Learning Station via: www.hseland.ie (Module ID: MOD-0585)

Epilepsy Masterclass for Nurses working in CHO 6&7

Aim & Learning Outcomes:	<ul style="list-style-type: none"> The aim of this masterclass is to develop the knowledge and skills of non-specialist nurses working in the residential or community setting in delivering care to service users and patients with epilepsy
Content:	<p>This masterclass will cover the following topics:</p> <ul style="list-style-type: none"> Diagnosis and Classification of epilepsy The treatment and management of epilepsy The prevention of and screening for the complications of epilepsy
Target Audience:	<ul style="list-style-type: none"> Nurses working in the residential or community setting within CHO 6&7
Programme Requirements:	<ul style="list-style-type: none"> N/A
Assessment:	<ul style="list-style-type: none"> N/A
Level Of Learning:	<ul style="list-style-type: none"> NMBI Category 1 Approved
Is The Programme Mandatory For Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number Of Participants:	<ul style="list-style-type: none"> 24 Participants
Facilitator:	<ul style="list-style-type: none"> Deirdre Halford, RNT, Centre for Learning and Development
Cost:	<ul style="list-style-type: none"> N/A

Date:	Duration:	Venue:	Method Of Booking:
Please refer to TUH Learning Station	4 Hours	Centre For Learning and Development	TUH Learning Station via: www.hseland.ie

Falls Assessment & Prevention - Classroom and eLearning



Aim & Learning Outcomes:	The aim of this programme is to enhance the knowledge and skills of health care professionals on the safe care and management of patients at risk of a fall or following a fall.
Content:	<ul style="list-style-type: none"> • Define how to perform a comprehensive assessment on falls risk factors. • Discuss interventions using the 'Falls Assessment Care Bundle' for patients identified at risk of falls and involve the patient and family/carer as appropriate. • Explain re-assessing and evaluation of the patient if a fall occurs and implement any patient specific recommendations and management strategies.
Target Audience:	<ul style="list-style-type: none"> • Health care professionals
Programme Requirements:	<ul style="list-style-type: none"> • Attend mandatory TUH Falls Assessment and Prevention eLearning education on www.hseland.ie
Assessment:	<ul style="list-style-type: none"> • Not applicable
Level of Learning:	<ul style="list-style-type: none"> • Category 1 approval from NMBI
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • Mandatory for Registered Nurses, Health Care Assistant, Physiotherapist
Number of Participants:	<ul style="list-style-type: none"> • Non specific
Facilitator:	<ul style="list-style-type: none"> • Info.cld@tuh.ie
Cost:	<ul style="list-style-type: none"> • NA

Date:	Time:	Duration:	Venue:	Method of Booking:
Monthly as part of induction	30 minutes eLearning and 15 minutes classroom in CLD	30 minutes eLearning and 15 minutes classroom CLD	CLD	eLearning via - TUH Learning Station via: www.hseland.ie (eLearning Module ID: TUH_Falls)

Final Journeys – End of Life Care - Classroom

Aim & Learning Outcomes:	<p>Final Journey's workshop is an interactive educational opportunity for all TUH staff to improve the quality of End-of-Life Care through promoting a culture of awareness and personal empowerment. This workshop is designed to assist staff to become more competent, confident and comfortable delivering end-of-life care. After participating in this workshop you will be able to:</p> <ul style="list-style-type: none"> • Contribute to safer, higher quality end-of-life care in TUH, • Deliver a person-centred approach to end-of-life care • Provide supportive care after death • Enhance effective communication skills to employ during end- of-life care • Developing life-long self -care practices
Content:	<ul style="list-style-type: none"> • Power Point presentation developed by HSE and The Irish Hospice Foundation, DVD's, role play, group exercises plus opening and closing exercises.
Target Audience:	<ul style="list-style-type: none"> • All employees of Tallaght University Hospital
Programme Requirements:	<ul style="list-style-type: none"> • Be a health care employee
Assessment:	<ul style="list-style-type: none"> • None
Level Of Learning:	<ul style="list-style-type: none"> • NMBI Category 1 Approved and CME Medical Credits Approved
Is The Programme Mandatory For Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No
Number Of Participants:	<ul style="list-style-type: none"> • Max 16
Facilitator:	<ul style="list-style-type: none"> • Cesira McCrohan
Cost:	<ul style="list-style-type: none"> • N/A

Date:	Time:	Duration:	Venue:	Method Of Booking:
Please refer to TUH Learning Station	08.00am – 16.00 pm	1 Day	Centre for Learning & Development	TUH Learning Station via: www.hseland.ie (Module ID: MOD-0268)



Haemovigilance - Electronic Blood Tracking System EBTS - (Sampling & Administration) - Blended Learning Programme



Aim & Learning Outcomes:	<ul style="list-style-type: none"> To ensure that all nursing/NCHD's/Interns and Phlebotomists are trained to use the EBTS for blood transfusion sampling and the administration of blood components.
Content:	<ul style="list-style-type: none"> Provide an overview of the electronic blood tracking system to ensure patient safety Positive Patient Identification (PPI) Electronic and Manual Sampling for Group and Save/Crossmatch Administration of blood components using EBTS. Commencing and ending a Transfusion manually and using the EBTS. Documentation of adverse reactions.
Target Audience:	<ul style="list-style-type: none"> Nursing, NCHD's, Interns and Phlebotomy
Programme Requirements:	<ul style="list-style-type: none"> Safe Transfusion Practice (Module 1 - 7 sub sections) via e-learning on http://nhs.learnprouk.com HSeLanD – type in Haemovigilance (Nursing and NCHD/Intern) option – complete
Assessment:	<ul style="list-style-type: none"> Observed using the correct use of Electronic Blood Tracking System Completion of a multiple choice questionnaire
Level of Learning:	<ul style="list-style-type: none"> Classroom (practical)/ virtual
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> Yes
Number of Participants:	<ul style="list-style-type: none"> In accordance with social distancing
Facilitator:	<ul style="list-style-type: none"> Helen Byrne & Glenda Taylor, Haemovigilance Officer CNMII Ext: 2372/2437/Admin 2435 Bleep 2110/2111 Email: haemovigilance.dept@tuh.ie Patsy Kelleher, Senior Medical Scientist, Blood Transfusion Laboratory Jennifer Dowdall, Haemovigilance Administrator, Ext: 2435
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
On demand and also part of orientation	TBC	Approx 30mins to 1hr	TBC	Through CLD for orientation and Haemovigilance Department.

Haemovigilance - TUH Intern/NCHD Orientation - Blood Transfusion & Haemovigilance – Blended Learning Programme



Aim & Learning Outcomes:	<ul style="list-style-type: none"> To ensure best transfusion practice in all aspects of transfusion. Therefore ensuring patient safety and the safety of the transfusion chain.
Content:	<ul style="list-style-type: none"> EU Directive Legislation, Transfusion Surveillance & Reporting, Sampling, Prescription, Requesting Blood and Blood Products/Components, Adverse Transfusion Reactions & Events, Massive Transfusion and traceability of blood and blood products.
Target Audience:	<ul style="list-style-type: none"> Newly appointed NCHD's and Interns within TUH
Programme Requirements:	<ul style="list-style-type: none"> Currently on the active register with Irish Medical Council. Safe Transfusion Practice (Module 1 - 7 sub sections, Paeds section if required) via e-learning on http://nhs.learnprouk.com
Assessment:	<ul style="list-style-type: none"> If online: HSELand – TUH Intern/NCHD Blood Transfusion & Haemovigilance Induction – must complete podcast and MCQ assessment If Classroom based: Completion of MCQ's
Level of Learning:	<ul style="list-style-type: none"> Online Classroom (If Possible)
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> Yes for Intern and NCHDs
Number of Participants:	<ul style="list-style-type: none"> In accordance with social distancing
Facilitator:	<ul style="list-style-type: none"> Helen Byrne & Glenda Taylor, Haemovigilance Officer CNMII, Patsy Kelleher Senior Medical Scientist Ext: 2372/2437/3999 Bleep 2110/2111 Email: haemovigilance.dept@tuh.ie Jennifer Dowdall, Haemovigilance Administrator, Ext: 2435
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Every 6 months for incoming NCHD's to TUH Yearly for Interns on Orientation	Variable	Online training approx. 1 hrs Classroom: approx. 1hr	To be confirmed	Via Medical Administration

Haemovigilance - TUH Nursing Orientation – Blood Transfusion and Haemovigilance – Blended Learning Programme



Aim & Learning Outcomes:	<ul style="list-style-type: none"> To ensure best transfusion practice in all aspects of transfusion. Therefore ensuring patient safety and the continued safety of the transfusion chain.
Content:	<ul style="list-style-type: none"> EU Directive Legislation, Transfusion Surveillance and Reporting, Sampling, Prescription, Administration of Blood and Blood Products/Components, Adverse Transfusion Reactions & Events, Massive Transfusion and traceability of blood and blood products.
Target Audience:	<ul style="list-style-type: none"> Newly appointed nurses within TUH (Adult and Children) Nurse Graduates Adaptation Nurses
Programme Requirements:	<ul style="list-style-type: none"> Currently on the active register with nursing and midwifery board of Ireland. Safe Transfusion Practice (Module 1 - 7 sub sections, Children's if required) via e-learning on http://nhs.learnprouk.com.
Assessment:	<ul style="list-style-type: none"> <u>If Online: HSELand – TUH Nursing Haemovigilance Orientation – must complete podcast and MCQ assessment</u> <u>If Classroom based – Completion MCQ's</u>
Level of Learning:	<ul style="list-style-type: none"> Online Classroom (Approx. 2 hours)
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> Yes
Number of Participants:	<ul style="list-style-type: none"> In accordance with social distancing
Facilitator:	<ul style="list-style-type: none"> Helen Byrne & Glenda Taylor, Haemovigilance Officer CNMII Ext: 2372/2437/Admin 2435 Bleep 2110/2111 Email: haemovigilance.dept@tuh.ie Patsy Kelleher, Senior Medical Scientist, Blood Transfusion Laboratory Jennifer Dowdall, Haemovigilance Administrator, Ext: 2435
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Monthly as part of orientation	Variable	Online training approx. 1.30 hrs Classroom: 1hr	HSELand CLD	Via CLD Administration

Haemovigilance - Blood Transfusion and Haemovigilance Targeted Education Programmes - Classroom

Aim & Learning Outcomes:	<ul style="list-style-type: none"> To ensure best transfusion practice in all aspects of transfusion. Therefore ensuring patient safety and the safety of the transfusion chain.
Content:	<ul style="list-style-type: none"> Content will vary and is based on the specific clinical or course requirement. EU Directive Legislation, Transfusion Surveillance and Reporting, Sampling, Prescription, Adverse Reactions & Events, Massive Transfusion, Blood and Blood Products/Components and traceability of blood and blood products.
Target Audience:	<ul style="list-style-type: none"> Nursing Documentation Education Programme Return to Nursing Practice Course MSc in Nursing – Specialist Strands Nursing Interns (4th year) Students Pre-Registration Nursing Students Intern Induction NCHD Orientation Adult and Childrens ED NCHD Orientation Anaesthetists NCHD orientation Specific requests from departments for education Phlebotomy
Programme Requirements:	<ul style="list-style-type: none"> Depending on Audience
Assessment:	NA
Level of Learning:	<ul style="list-style-type: none"> Certificate of attendance if requested
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number of Participants:	<ul style="list-style-type: none"> In accordance with social distancing
Facilitator:	<ul style="list-style-type: none"> Helen Byrne & Glenda Taylor Haemovigilance Officer CNMII's Patsy Kelleher, Senior Medical Scientist, Blood Transfusion Laboratory Jennifer Dowdall, Haemovigilance Administrator Ext: 2372/2437/Admin 2435 Bleep 2110/2111 Email: haemovigilance.dept@tuh.ie
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
On Demand	TBC	Varies due to clinical demand or specific course requirements	TBC	Via CLD or Haemovigilance Department

Hand Hygiene Auditor Training - Classroom

Aim & Learning Outcomes:	<ul style="list-style-type: none"> To ensure that hand hygiene auditors in Tallaght University Hospital receive standardised auditing training Achieve competency in hand hygiene auditing
Content:	Five moments of hand hygiene & the auditing of the moments. Responsibility of auditors & data collection
Target Audience:	Staff who wish to become Hand Hygiene Auditors
Programme Requirements:	Must have attended mandatory hand hygiene training
Assessment:	Written & practical assessment
Level Of Learning:	N/A
Is The Programme Mandatory For Tallaght University Hospital Staff:	No
Number Of Participants:	Max 10 -12 depending on room size.
Facilitator:	Infection Prevention & Control Nurse infectioncontrolnurse@tuh.ie Or telephone no 01 4143938
Cost:	N/A

Date:	Time:	Duration:	Venue:	Method Of Booking:
Quarterly	Varies	2.5 Hours	Centre for Learning & Development	Staff contact infectioncontrolnurse@tuh.ie

Healthcare Assistants Education during COVID-19 Pandemic - Podcast

Aim & Learning Outcomes:	<ul style="list-style-type: none"> This programme is a series of 4 podcasts produced by subject matter experts in TUH to update Health Care Assistants during COVID 19 This programme also links to TUH Falls Assessment and Prevention eLearning programme
Content:	<ul style="list-style-type: none"> Hygiene and Oral Care TUH Podcast for HCA's Eating and Drinking Podcast for HCA's Maintaining Safety Podcast for HCA's Dementia, Delirium and Depression - The three D's - Podcast for HCA's
Target Audience:	<ul style="list-style-type: none"> Healthcare assistants in TUH
Programme Requirements:	<ul style="list-style-type: none"> N/A
Assessment:	<ul style="list-style-type: none"> N/A
Level of Learning:	<ul style="list-style-type: none"> N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> It is part of the induction programme for healthcare assistants joining the staff at TUH
Number of Participants:	<ul style="list-style-type: none"> Unlimited
Facilitator:	<ul style="list-style-type: none"> Geraldine Kyle (podcasts)
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station	N/A	Approx 30 minutes per podcast / elearning programme	Podcast	TUH Learning Station via www.hseland.ie

Heartcode Advanced Cardiovascular Support – Blended Learning Programme



Aim & Learning Outcomes:	<ul style="list-style-type: none"> To enhance participants skills in the diagnosis and treatment of patients with cardiac arrest and pre-arrest rhythms.
Content:	<p><u>E</u>Learning:</p> <ul style="list-style-type: none"> ACLS surveys ACLS algorithms Management of Stroke ACS resuscitation team dynamics ACLS pharmacology Rhythm recognition <p><u>P</u>actical Session:</p> <ul style="list-style-type: none"> Airway Management Defibrillator Education Megacode Testing
Target Audience:	<ul style="list-style-type: none"> Medical and Nursing Staff who have completed ACLS before
Programme Requirements:	<ul style="list-style-type: none"> Current BLS certificate Pre-course on line preparation approx. 8 hours eLearning
Assessment:	<ul style="list-style-type: none"> Megacode skills testing
Level of Learning:	<ul style="list-style-type: none"> ACLS provider 2 year certification – AHA approved/accredited
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> Mandatory for cardiac arrest team members
Number of Participants:	<ul style="list-style-type: none"> 24
Facilitator:	<ul style="list-style-type: none"> Cathy Mullen, Resuscitation Training Officer
Cost:	<ul style="list-style-type: none"> €275

Date:	Time:	Duration:	Venue:	Method of Booking:
March / September / December	07.45 – 14.00	1 Day	Montpelier Training Room, Centre for Learning and Development	TUH Learning Station www.HSELand.ie

Hospital Major Incident Medical Management & Support - HMIMMS - Classroom

Aim & Learning Outcomes:	<p>HMIMMS (The Hospital Response) is a well-established course available for anyone who may have a role in the management of a major emergency/incident from a hospital perspective.</p> <ul style="list-style-type: none"> • Understand the definitions and classifications of Major Incidents • Learn to deliver the medical support needed for major incidents in the hospital setting 	
Content:	<p>Key Lectures</p> <ul style="list-style-type: none"> • Structured Approach • Planning for Major Incidents • MIMMS: Pre-Hospital • Reception Phase in the ED • Definitive Care Phase • Recovery Phase • Workshops • Communication 	<ul style="list-style-type: none"> • Triage • Public Health incidents • CBRN • Regional Response • Protracted incidents • Table top Exercises • The incident • Reception Phase • Definitive care Phase • Recovery Phase
Target Audience:	<ul style="list-style-type: none"> • Staff who may have a role in the management of a major emergency/incident 	
Programme Requirements:	<ul style="list-style-type: none"> • Multiple Choice Questions 	
Assessment:	<ul style="list-style-type: none"> • Multiple Choice Questions 	
Level of Learning:	<ul style="list-style-type: none"> • Successful completion is awarded with 4 years certification from the ALSG (Advanced Life Support Group) 	
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No 	
Number of Participants:	<ul style="list-style-type: none"> • 28 per class 	
Facilitator:	<ul style="list-style-type: none"> • Cathy Mullen, Resuscitation Officer, Phone:01-4142370 	
Cost:	<ul style="list-style-type: none"> • Available on request 	

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station	08.00-17.00	2 Days	CLD	TUH Learning Station via: www.hseland.ie (Module ID: MOD-0373)

Irish National Early Warning System (INEWS) V2 – eLearning Programme



Aim & Learning Outcomes:	The INEWS V2 eLearning programme was developed to support the implementation of the revised NCEC NCG No. 1 INEWS V2 (2020).
Content:	The objective of the programme is to familiarise doctors, nurses and HSCPs with the key elements of INEWS in clinical practice while also addressing the key changes in INEWS V2
Target Audience:	The programme is aimed at doctors, nurses and health and social care (HSCPs) working in the acute setting and undergraduate healthcare students on clinical placements.
Programme Requirements:	TUH staff have to complete a mandatory 20 min Podcast on iNEWS & Emergency Response System (ERS) in TUH
Assessment:	•
Level of Learning:	•
Is the Programme Mandatory for Tallaght University Hospital Staff:	Yes. Completion of INEWS V2 education is mandatory for nurses, doctors and relevant HSCPs in the acute hospital setting.
Number of Participants:	Unlimited
Facilitator:	• www.hseland.ie
Cost:	• N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
N/A	N/A	1 Hour	eLearning	TUH Learning Station via: www.hseland.ie

Infection Prevention & Control Principles - Classroom

Aim & Learning Outcomes:	To improve compliance with infection prevention & control practices amongst healthcare workers to reduce the incidents of healthcare associated infections. Update knowledge in infection prevention & control
Content:	Standard and Transmission Based Precautions. Specific Infection control principles for specialist areas.
Target Audience:	Specific groups as requested e.g., Interns, Postgrads. Students, Volunteers, Wound Management and Catering.
Programme Requirements:	None
Assessment:	None
Level of Learning:	N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	No
Number of Participants:	Varies
Facilitator:	Infection Prevention & Control Nurse
Cost:	None

Date:	Time:	Duration:	Venue:	Method Of Booking:
On request		1.5 Hours (Can Vary According To Audience).	Centre For Learning & Development	Staff contact infectioncontrolnurse@tuh.ie

Infection Prevention & Control in Theatre - Classroom

Aim & Learning Outcomes:	<ul style="list-style-type: none"> To improve compliance with infection prevention & control practices amongst theatre staff To update knowledge in Infection prevention & Control
Content:	Microbiology, theatre design, ventilation, waste.
Target Audience:	Theatre staff
Programme Requirements:	None
Assessment:	None
Level of Learning:	N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	No
Number of Participants:	Varies
Facilitator:	Infection Prevention & Control Nurses
Cost:	None

Date:	Time:	Duration:	Venue:	Method Of Booking:
On request		1 Hour	Lecture theatre in theatre	Infectioncontrolnurse@tuh.ie or tel. 01 4143938

Infusion Device User Training - Classroom

Aim & Learning Outcomes:	<ul style="list-style-type: none"> • Infusion device user training
Content:	<ul style="list-style-type: none"> • Acquiring, setup, delivery, troubleshooting, disconnection
Target Audience:	<ul style="list-style-type: none"> • Nursing Staff
Programme Requirements:	<ul style="list-style-type: none"> • None
Assessment:	<ul style="list-style-type: none"> • None
Level of Learning:	<ul style="list-style-type: none"> • Refresher/Introduction Uncertified
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No
Number of Participants:	<ul style="list-style-type: none"> • Min 3, Max 10
Facilitator:	<ul style="list-style-type: none"> • (MPCE) MEL staff
Cost:	<ul style="list-style-type: none"> • No Fee – Tallaght University Hospital Employees • Not available to External Applicants

Date:	Time:	Duration:	Venue:	Method Of Booking:
Last Thursday of every month	15.00-16.00	1 Hour	MPCE Department	TUH Learning Station via: www.hseland.ie (Module ID: MOD-0391)

Integral Valve Oxygen Cylinder Guide - eLearning

Aim & Learning Outcomes:	<ul style="list-style-type: none"> This guide will explain the features of BOC Healthcare's oxygen cylinders, fitted with integral valves, together with a step by step demonstration of how to safely operate a cylinder.
Content:	<ul style="list-style-type: none"> Identifies the features of integral valve cylinders Explains how to safely operate the cylinder with both visual and audio descriptions Shows how to connect equipment to the cylinder for oxygen administration Describes the safety considerations for handling and storage of cylinders
Target Audience:	<ul style="list-style-type: none"> This programme is designed for anyone involved in the use or handling of integral valve oxygen cylinders
Programme Requirements:	<ul style="list-style-type: none"> Internet access www.hseland.ie HSELand login
Assessment:	<ul style="list-style-type: none"> N/A
Level of Learning:	<ul style="list-style-type: none"> Certificate of completion
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number of Participants:	<ul style="list-style-type: none"> N/A
Host:	<ul style="list-style-type: none"> www.hseland.ie
Cost:	<ul style="list-style-type: none"> N/A

Method of Booking:

www.hseland.ie
 (Module ID - Integral_Valve_oxygen_cylinder)

Intramuscular Injection Technique (Deltoid Muscle) - Classroom

Aim & Learning Outcomes:	<ul style="list-style-type: none"> To ensure all vaccinators are competent to administer an IM deltoid injection using the NIAC guidelines
Content:	<ul style="list-style-type: none"> Anatomy and physiology of the deltoid muscle Land marking the site correctly Practical skills station
Target Audience:	<ul style="list-style-type: none"> Nurses working in vaccination clinics
Programme Requirements:	<ul style="list-style-type: none"> N/A
Assessment:	<ul style="list-style-type: none"> N/A
Level of Learning:	<ul style="list-style-type: none"> NMBI Category 1 Approved
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number of Participants:	<ul style="list-style-type: none"> 12
Facilitator:	<ul style="list-style-type: none"> Deirdre Halford, RNT, Centre for learning and development
Cost:	<ul style="list-style-type: none"> No fee

Date:	Time:	Duration:	Venue:	Method of Booking:
16th September 2021 8th October 2021 21st October 2021 12th November 2021 10th December 2021 Please refer to TUH Learning Station for 2022 dates	11:30 – 12:00	30 mins	Centre for Learning and Development	TUH Learning Station via www.hseland.ie (Module ID: MOD-7701)

In- Situ Simulation Training - SIM training

Aim & Learning Outcomes:	<ul style="list-style-type: none"> To improve patient outcomes through training staff in realistic simulations in a team environment.
Content:	<ul style="list-style-type: none"> Use structured approach to seriously ill patient Practice and revise algorithms Practice BLS and arrest algorithms Update skills i.e. I.O Identify areas that need correction Practice team leadership roles Practice effective communication
Target Audience:	<ul style="list-style-type: none"> All clinical staff with direct patient contact
Programme Requirements:	<ul style="list-style-type: none"> None
Assessment:	<ul style="list-style-type: none"> Scenario documentation
Level of Learning:	<ul style="list-style-type: none"> N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number of Participants:	<ul style="list-style-type: none"> Variable
Facilitator:	<ul style="list-style-type: none"> Cathy Mullen Resuscitation Officer. Phone 01-4142370
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
On request	Weekly	45 mins	Variable	Apply directly to Resuscitation Officer

Literacy Awareness & Plain English Workshop - Classroom

Aim & Learning Outcomes:	<ul style="list-style-type: none"> • Apply the plain English techniques to develop a more friendly style and keep the message clear in Patient Information Leaflets and Patient Advice Sheets. • Describe the main benefits of plain English for patients. • Outline the level and nature of literacy difficulties. • Identify what makes material difficult to read and understand.
Content:	<ul style="list-style-type: none"> • Plain English techniques to present a clear message when developing Patient Information Leaflets and Patient Advice Sheets.
Target Audience:	<ul style="list-style-type: none"> • All staff communicating with patients.
Programme Requirements:	<ul style="list-style-type: none"> • N/A
Assessment:	<ul style="list-style-type: none"> • N/A
Level of Learning:	<ul style="list-style-type: none"> • N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No
Number of Participants:	<ul style="list-style-type: none"> • 20
Co-ordinator:	<ul style="list-style-type: none"> • Centre for Learning & Development
Cost:	<ul style="list-style-type: none"> • No Fee – Tallaght University Hospital Employee

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station	09.00-13.00	4 hours	Centre for Learning & Development	TUH Learning Station via: www.hseland.ie (Module ID: MOD-0387)

Medication Administration: Implementing Best Practice - Classroom

Aim & Learning Outcomes:	<ul style="list-style-type: none"> To refresh knowledge and update Nursing staff on developments on medication management both locally and nationally. To continue to promote a strong culture of Medication Safety within Tallaght University Hospital.
Content:	<ul style="list-style-type: none"> Content includes overview of Tallaght University Hospital policies and procedures of medication administration via subcutaneous, intramuscular, central and peripheral devices. Content also includes medication safety, diabetes and coagulation including other relevant areas pertaining to medication administration
Target Audience:	<ul style="list-style-type: none"> All Nursing staff who have not attended a Medication Preparation & Administration Programme in the last five years
Programme Requirements:	<ul style="list-style-type: none"> To have completed the anaphylaxis, high risk medication eLearning programmes as well as the HSE LanD medication programmes prior to attending.
Assessment:	<ul style="list-style-type: none"> N/A
Level of Learning:	<ul style="list-style-type: none"> NMBI category 1
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number of Participants:	<ul style="list-style-type: none"> 25
Facilitator:	<ul style="list-style-type: none"> Deirdre Fullam
Cost:	<ul style="list-style-type: none"> No Fee – Tallaght University Hospital Employee Not available to External Applicants

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station	08.30-13.00	4.5 hours	CLD	TUH Learning Station via: www.hseland.ie (Module ID: MOD-0591)

Medication Preparation & Administration Programme - Classroom



Aim & Learning Outcomes:	<ul style="list-style-type: none"> To provide evidence based theoretical and practical components of medication management ensuring participants develop the required competence to administer medication safety.
Content:	<ul style="list-style-type: none"> Programme content includes education on central venous access devices, device training, and sub cutaneous and intramuscular education. Medication Policies Medication Safety McKinley and Braun device training
Target Audience:	<ul style="list-style-type: none"> All registered Nurses at Tallaght University Hospital. Primarily relevant to new Staff Nurses commencing employment at Tallaght University Hospital.
Programme Requirements:	<ul style="list-style-type: none"> To be a Registered Nurse working at Tallaght University Hospital
Assessment:	<ul style="list-style-type: none"> Education programme plus supervised practice for competency book completion
Level of Learning:	<ul style="list-style-type: none"> NMBI Category 1 Approved
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> Yes
Number of Participants:	<ul style="list-style-type: none"> As per capacity of venue
Facilitator:	<ul style="list-style-type: none"> Deirdre Fullam
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Monthly	08.45-16.00 Hrs.	8 hours	Centre for Learning & Development	TUH Learning Station via: www.hseland.ie (Module ID: MOD-0442)

Medicine Protocols for the Schools Immunisation Programme - Classroom

Aim & Learning Outcomes:	<ul style="list-style-type: none"> To develop the knowledge of a registered nurse/midwife/public health nurse to underpin practice within the schools immunisation programme. The registered nurse/midwife/public health nurse will be able to discuss; The medicine protocols relevant to the schools immunisation programme The legal and professional issues relating to the schools immunisation programme Safety issues relating to the schools immunisation programme
Content:	<ul style="list-style-type: none"> The medicine protocols relevant to the schools immunisation programme The legal and professional issues relating to the schools immunisation programme Safety issues relating to the schools immunisation programme
Target Audience:	<ul style="list-style-type: none"> Any Registered Nurse/Midwife/Public Health Nurse who is nominated by their Director of Public Health Nursing and who will be involved in the schools immunisation programme
Programme Requirements:	<ul style="list-style-type: none"> Must be a registered nurse/midwife/public health nurse with Nursing and Midwifery Board of Ireland (NMBI). Must be involved in the schools immunisation programme. Must be nominated by relevant Director of Public Health Nursing
Assessment:	<ul style="list-style-type: none"> None
Level of Learning:	<ul style="list-style-type: none"> Category 1 approval from NMBI
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number of Participants:	<ul style="list-style-type: none"> Maximum 20
Facilitator:	<ul style="list-style-type: none"> Deirdre Halford, Centre for Learning and Development
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station	08.30-12.30	Four Hours	Centre for Learning & Development	TUH Learning Station via: www.hseland.ie (Module ID: MOD-1935)

Nursing Documentation Education Programme – Blended Learning Programme



Aim & Learning Outcomes:	<ul style="list-style-type: none"> Educate nurses on the appropriate process for recording clinical practice in Tallaght University Hospital. Clear understanding of the rationale for recording clinical practice. Enhancement of knowledge and understanding on the legislative and professional requirements, issues and responsibilities in recording clinical practice. Practical knowledge and skill on the appropriate use of the nursing records in Tallaght University Hospital. Critical understanding of one's responsibilities and direct accountability for recording clinical practice effectively and safely. Knowledge on the guiding organisational policies to support recording of clinical practice.
Content:	<ul style="list-style-type: none"> Best practice guidelines on recording clinical practice Workshop session on the application of best practice guidelines in the use of Tallaght University Hospital nursing records to record clinical practice.
Target Audience:	<ul style="list-style-type: none"> Assistant Directors of Nursing, Clinical Nurse Managers, Registered Nurses, Internship Nursing Students, Undergraduate Nursing Students.
Programme Requirements:	<ul style="list-style-type: none"> N/A
Assessment:	<ul style="list-style-type: none"> N/A
Level of Learning:	<ul style="list-style-type: none"> NMBI Category 1 Approved.
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> Yes, Mandatory for Registered Nursing Staff. Must be updated every 2 years.
Number of Participants:	<ul style="list-style-type: none"> Number of participants variable/unlimited
Facilitator:	<ul style="list-style-type: none"> Nurse Practice Development Department
Cost:	<ul style="list-style-type: none"> No Fee – Tallaght University Hospital Employee

Date:	Time:	Duration:	Venue:	Method of Booking:
Monthly as part of Induction	Variable	1 hour podcast and 75 minute face to face session	Centre for Learning and Development	TUH Learning Station via: www.hseland.ie (Module ID: MOD-0312)

Nursing the Heart Failure Patient - Classroom

Aim & Learning Outcomes:	<ul style="list-style-type: none"> Describe the pathophysiology of Heart Failure. Identify causes of Heart Failure. Discuss medications used in Heart Failure. Nursing management of the patient with Heart Failure.
Content	<p>This 2- hour session aims to equip nurses with the necessary knowledge to successfully care for a patient with a diagnosis of heart failure. Specific areas covered include:</p> <ul style="list-style-type: none"> Pathophysiology of heart failure Types of heart failure & their cause Diagnosis Pharmacological management Device therapy Psychological care The role of the MDT in care planning Potential complications that may occur in patients who have heart failure
Target Audience:	<ul style="list-style-type: none"> All Staff Nurses/ Student Nurses within TUH.
Programme Requirements:	<ul style="list-style-type: none"> N/A
Assessment:	<ul style="list-style-type: none"> N/A
Level of Learning:	<ul style="list-style-type: none"> NMBI Category 1 approved
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number of Participants:	<ul style="list-style-type: none"> 12 per session
Facilitator:	<ul style="list-style-type: none"> Sarah Fall
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station	TBC	2 Hours	TBC	Contact Sarah.Fall@tuh.ie Heart Efficiency Service 01-4143136

MUST Malnutrition Universal Screening Tool - Online Programme (TUH)

Aim & Learning Outcomes:	<p>This programme consists of the 2 following parts</p> <ul style="list-style-type: none"> MUST Educational Podcast MUST Practical Video NOTE : Participants must ensure to click on the green "Mark as Completed" button on the bottom left hand side of the screen after completing both the Podcast & the Video IMPORTANT : Participants should also complete the "Nutritional Screening : A Must for Healthcare" eLearning programme which is also hosted on HSELand but must be launched separately to this programme
Target Audience:	<ul style="list-style-type: none"> New Nursing staff and Health Care Attendants (HCA's) at induction and clinical facilitators only
Programme Requirements:	<p>Participants must complete the following eLearning Programmes:</p> <ul style="list-style-type: none"> Nutritional Screening: A MUST for Healthcare) elearning programme on HSEland MUST Online Programme (TUH)
Assessment:	<ul style="list-style-type: none"> N/A
Level of Learning:	<ul style="list-style-type: none"> N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> Yes for Nursing Staff – once at Induction
Number of Participants:	<ul style="list-style-type: none"> N/A
Facilitator:	<ul style="list-style-type: none"> www.hseland.ie
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
N/A	N/A	15 Mins	eLearning Programme	TUH Learning Station via: www.hseland.ie (Module ID – MOD-4388)



Aim & Learning Outcomes:	<ul style="list-style-type: none"> • Will be able to perform CPR on an infant or child victim in cardiorespiratory arrest. • Will be able to relieve a foreign body airway obstruction on a victim of any age. • Will be able to achieve adequate ventilation using BVM technique • Will be able to recognise a seriously ill child • Revision of PEWs
Content:	<ul style="list-style-type: none"> • Infant BLS, Child BLS, Choking, PEWs , PEW Simulation, Sepsis
Target Audience:	<ul style="list-style-type: none"> • All HCAs, Medical & Nursing staff
Programme Requirements:	<ul style="list-style-type: none"> • None
Assessment:	<ul style="list-style-type: none"> • Skills assessment
Level of Learning:	<ul style="list-style-type: none"> • ALSG
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • Yes
Number of Participants:	<ul style="list-style-type: none"> • 6
Facilitator:	<ul style="list-style-type: none"> • Claire Curran, Resuscitation Officer
Cost:	<ul style="list-style-type: none"> • N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Weekly	09.00 – 12.30	3.5 hours	Montpelier training suite	TUH Learning Station via: www.hseland.ie (Module ID: MOD-0621)

Paediatric Early Warning Score (PEWS) - Classroom



Aim & Learning Outcomes:	<ul style="list-style-type: none"> • Recognition of clinical deterioration in the paediatric patient using a validated EWS
Content:	<ul style="list-style-type: none"> • Recognise the deteriorating child and initiate timely interventions using the following • ISBAR • PEW observation charts • Escalation protocol
Target Audience:	<ul style="list-style-type: none"> • All nursing, medical and allied health professionals dealing with children
Programme Requirements:	<ul style="list-style-type: none"> • Pre course reading of compass manual
Assessment:	<ul style="list-style-type: none"> • Work based scenarios
Level of Learning:	<ul style="list-style-type: none"> • HSE approved course – NMBI approval
Is the Programme Mandatory for CHI Staff:	<ul style="list-style-type: none"> • Yes, course included as part of the CHI corporate induction
Number of Participants:	<ul style="list-style-type: none"> • 15 - 20
Facilitator:	<ul style="list-style-type: none"> • Claire Curran, Resuscitation Officer
Cost:	<ul style="list-style-type: none"> • N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
CHI Corporate Induction	TBC	3.5 hours	TBC	Please contact Siobhan Gilboy CF or Claire Curran, Resuscitation Officer

QQI Level 5 Health Service Skills Award – Classroom / Virtual

Aim & Learning Outcomes:	The aim of the programme is to provide The Healthcare Assistant (HCA) with an opportunity to develop the necessary knowledge, attitudes and practical skills, which can be used with clients and their families/carers in a variety of settings.
Content:	<p>The Major Award Consists Of Eight Modules Selected From A Choice of Ten;</p> <ul style="list-style-type: none"> • Work experience • Care support • Care skills • Infection prevention and control • Care of the older person • Communications • Safety and health at work • Activities of living patient care • Palliative care support • Caring for Children in Hospital • Some modules are mandatory and some are optional. These may alter depending upon service need and requirements. In 2021 Rehabilitation Support was offered as a standalone component.
Target Audience:	<ul style="list-style-type: none"> • HCA's from general services, intellectual disability services, mental health services, care of the older person facilities and community areas in the HSE Dublin West Region. • We no longer offer this programme on a fee paying basis to staff not employed by the HSE or an HSE affiliate
Programme Requirements:	<ul style="list-style-type: none"> • Prior to commencing the course it is a requirement that each learner undertake a pre learning advice (PLA) Session. For standalone components, evidence of a level five major award or equivalent is required.
Assessment:	<ul style="list-style-type: none"> • Assessed in all the modules. • Assessments consist of assignments, projects, skill demonstration, learner record, collection of work and examination.
Level of Learning:	<ul style="list-style-type: none"> • QQI level 5
Is the Programme Mandatory for Tallaght University Hospital Staff:	It is expected that all HCAs working in TUH have successfully completed this award or an equivalent award
Number of Participants:	<ul style="list-style-type: none"> • Maximum 20
Facilitator:	<ul style="list-style-type: none"> • Geraldine Kyle
Cost:	<ul style="list-style-type: none"> • None- we no longer accept fee paying learners

Date:	Duration:	Venue:	Method of Booking:
Two component modules were delivered via virtual classroom in 2021. Certain modules might be delivered in 2022 using a blended learning approach subject to service need	Each Component module consists of 3 – 4 days of classroom contact This may vary with a blended learning approach	CLD / blended learning	For queries in relation to specific Component modules, contact geraldine.kyle@tuh.ie

Quality Care Metrics – Blended Learning Programme

Aim & Learning Outcomes:	The aim of this programme is to enhance the knowledge and skills of Registered Nurses with regard to the documentation of nursing care in accordance with Nursing and Midwifery Board of Ireland guidance and organisational policy.
Content:	The programme includes the legal and professional requirements governing nurse documentation, confidentiality & data protection, the rationale of recording nursing practice, guidelines for recording nursing care in the Hospital, care plans and multi-disciplinary care bundles & Quality Care metrics for measuring standards of nursing care delivery.
Target Audience:	<ul style="list-style-type: none"> All Registered Nurses, Nursing interns and Nursing students
Programme Requirements:	<ul style="list-style-type: none"> Attend Podcast of Nursing documentation on www.hseland.ie
Assessment:	<ul style="list-style-type: none"> Not applicable
Level of Learning:	<ul style="list-style-type: none"> Category 1 approval from NMBI (CEUs2)
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> Yes
Number of Participants:	<ul style="list-style-type: none"> Non specific
Facilitator:	<ul style="list-style-type: none"> NPDD
Cost:	<ul style="list-style-type: none"> Not applicable

Date:	Time:	Duration:	Venue:	Method of Booking:
Monthly as part of induction	N/A	1 hour podcast and 1 hour classroom CLD	Centre for Learning & Development	TUH Learning Station via: www.hseland.ie (Module ID: MOD-2440)



Aim & Learning Outcomes:	<ul style="list-style-type: none"> • Provide basic training in radiation protection for healthcare professionals who refer patients for or direct radiological procedures. • To provide basic understanding of the principals, techniques and legislation of radiation protection.
Content:	<ul style="list-style-type: none"> • Introduction to radiation • Biological effects of radiation • Imaging equipment • Practical radiation protection techniques • Legislation • Justification, optimisation and dose limits • Radiation protection in Nuclear Medicine • Radiation protection in pregnancy
Target Audience:	<ul style="list-style-type: none"> • NCHD, Allied Health Professionals
Programme Requirements:	<ul style="list-style-type: none"> • None
Assessment:	<ul style="list-style-type: none"> • None
Level of Learning:	<ul style="list-style-type: none"> • N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • Mandatory for those non-radiology staff who either refer patients for or direct radiological procedures involving ionising radiation.
Is the Programme open to Non-Tallaght University Hospital Employees	<ul style="list-style-type: none"> • Yes.
Number of Participants:	<ul style="list-style-type: none"> • Max 20
Facilitator:	<ul style="list-style-type: none"> • Medical Physics Team - medicalphysics@tuh.ie
Cost:	<ul style="list-style-type: none"> • €80 for non-Tallaght University Hospital employees, €40 for Tallaght University Hospital doctors and no cost for Trinity undergraduate medical students.

Date:	Time:	Duration:	Venue:	Method of Booking:
Bi-annually – Please refer to TUH Learning Station	08.00-12.40	5 hrs approx.	Centre for Learning & Development	TUH Learning Station via: www.hseland.ie (Module ID: MOD-0522)

Respiratory Masterclass - Classroom

Aim & Learning Outcomes:	The aim of this masterclass is to develop the knowledge and skills of non-specialist nurses working in the general ward environment, in delivering care to adults with respiratory compromise in the clinical settings
Content:	<ul style="list-style-type: none"> • Anatomy and physiology of the respiratory system • Nursing Assessment of the patient with respiratory compromise • Pathophysiology of common respiratory conditions • Administration of inhalers and nebulizers • Principles of oxygen therapy • Nursing management of the breathless patient • Smoking cessation
Target Audience:	<ul style="list-style-type: none"> • Nurses, CNM's, CPC's
Programme Requirements:	<ul style="list-style-type: none"> • N/A
Assessment:	<ul style="list-style-type: none"> • N/A
Level Of Learning:	<ul style="list-style-type: none"> • NMBI Category 1 Approved
Is The Programme Mandatory For Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No
Number Of Participants:	<ul style="list-style-type: none"> • 20 Participants
Facilitator:	<ul style="list-style-type: none"> • Judith Maxwell Respiratory CNS
Cost:	<ul style="list-style-type: none"> • N/A - Tallaght University Hospital Employees • €50 – Non Hospital Employees

Date:	Time:	Duration:	Venue:	Method Of Booking:
Please refer to TUH Learning Station	10:00-12:30	2.5 Hours	Centre For Learning and Development	TUH Learning Station via: www.hseland.ie (Module ID MOD-0681)

Rhythm Recognition - Classroom

Aim & Learning Outcomes:	<ul style="list-style-type: none"> To recognise common ECG rhythms and their treatment
Content:	<ul style="list-style-type: none"> 24 ECG rhythms Recognition of stable/unstable status Treatment of same
Target Audience:	<ul style="list-style-type: none"> Pre ACLS candidates Post graduate Adaptation programmes
Programme Requirements:	<ul style="list-style-type: none"> None
Assessment:	<ul style="list-style-type: none"> None
Level of Learning:	<ul style="list-style-type: none"> None
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number of Participants:	<ul style="list-style-type: none"> 10 – 12 per class
Facilitator:	<ul style="list-style-type: none"> Cathy Mullen, Resuscitation Officer, Phone:01-4142370
Cost:	<ul style="list-style-type: none"> none

Date:	Time:	Duration:	Venue:	Method of Booking:
N/A	various	1.5 hours	Montpelier Training Suite, CLD	Apply directly to Resuscitation Officer

Seasonal Influenza Peer Vaccination Programme- Classroom / Virtual

Aim & Learning Outcomes:	<ul style="list-style-type: none"> The aim of this programme is to facilitate registered nurses and registered midwives employed by the HSE to develop, maintain and update the requisite knowledge, skills and competencies to safely administer the Seasonal Influenza Vaccine under Medicine Protocol through the Seasonal Influenza Peer Vaccination Programme (SIPVP).
Content:	<ul style="list-style-type: none"> Introduction to Seasonal Influenza Peer Vaccination Programme (SIPVP) Medicine Protocols Current updates and Communications Professional and Legal Aspects of Vaccinations Immunisation Process Storage & Handling Standard Precautions Immunisation administration/monitoring Documentation Audit
Target Audience:	<ul style="list-style-type: none"> Nurses involved in the administration of the seasonal influenza vaccination under a medicine protocol
Programme Requirements:	<ul style="list-style-type: none"> Use of <i>Medicine Protocol for the Administration of the Influenza Vaccine</i> to recipient healthcare workers by registered nurses and registered midwives Basic Life Support for Health Care Providers within the last two years Initial anaphylaxis programme (<i>National Anaphylaxis Education Programme for Health Care Professionals</i>) is available via HSELand followed by a one and a half hour classroom based skills workshop (replacing the previous four hour classroom based programme) Subsequent updates every two years via HSELand Anaphylaxis eLearning programme The nurse/midwife must complete the Competency Assessment Form prior to administering the Seasonal Influenza Vaccine
Assessment:	<ul style="list-style-type: none"> N/A
Level Of Learning:	<ul style="list-style-type: none"> NMBI Category 1 Approved
Is The Programme Mandatory	<ul style="list-style-type: none"> Only staff involved in peer to peer vaccination
Number Of Participants:	<ul style="list-style-type: none"> 48 Participants classroom, unlimited via HSELand
Facilitator:	<ul style="list-style-type: none"> Deirdre Halford, RNT, Centre for learning and development
Cost:	<ul style="list-style-type: none"> N/A

Date:	Duration:	Venue:	Method Of Booking:
Please refer to TUH Learning Station	3 hours	Centre For Learning and Development	TUH Learning Station via: www.hseland.ie (Module ID: MOD-0570)

Sepsis Management for Adults including Maternity (Introduction to) – eLearning Programme



Aim & Learning Outcomes:	<p>The e-learning programme Introduction to Sepsis Management for Adults Including Maternity has been updated in line with the recommendations of the revised NCEC NCG No 6; Sepsis Management for Adults Including Maternity (2020). The programme is aimed at nurses, midwives, doctors, health and social care professionals (HSCPs) and undergraduate healthcare students working in acute care settings.</p> <p>The objective of the programme is for the learner to understand that sepsis is a time-dependant medical emergency that requires early recognition and treatment to give the patient the best chance of survival. It is designed to familiarise the learner with:</p> <ul style="list-style-type: none"> • How to identify those at higher risk of sepsis • Recognise the signs and symptoms of sepsis • How and when to screen for sepsis and escalate for a timely medical review • How to treat the patient with the one-hour treatment bundle on-going management and review
Target Audience:	<ul style="list-style-type: none"> • This programme is designed for nurses, midwives, doctors, HSCPs and undergraduate students working in acute care areas • It may also be beneficial to other healthcare workers involved in patient care including Healthcare Assistants (HCAs).
Programme Requirements:	<ul style="list-style-type: none"> • N/A
Assessment:	<ul style="list-style-type: none"> • N/A
Level of Learning:	<ul style="list-style-type: none"> • N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • Yes for Consultants / NCHD's / Nursing staff
Number of Participants:	<ul style="list-style-type: none"> • N/A
Facilitator:	<ul style="list-style-type: none"> • www.hseland.ie
Cost:	<ul style="list-style-type: none"> • N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
N/A	N/A	1 Hour	eLearning Programme	TUH Learning Station via: www.hseland.ie

Sharps Education for All Staff



Aim & Learning Outcomes:	<ul style="list-style-type: none"> To provide education to all staff on the prevention of sharps injuries and other occupational exposure.
Content:	<ul style="list-style-type: none"> The prevention of Sharps injuries.
Target Audience:	<ul style="list-style-type: none"> All healthcare staff
Programme Requirements:	<ul style="list-style-type: none"> None
Assessment:	<ul style="list-style-type: none"> None
Level of Learning:	<ul style="list-style-type: none"> N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> Yes
Number of Participants:	<ul style="list-style-type: none"> N/A
Host:	<ul style="list-style-type: none"> TUH Intranet
Cost:	<ul style="list-style-type: none"> N/A

Method of Booking

The presentation on Sharps education is available to view on the share-point intranet of both the Occupational Health & Wellbeing Department & the Infection Prevention & Control Department

Subcutaneous Medication Management – Classroom / Virtual

Aim & Learning Outcomes:	<ul style="list-style-type: none"> The aim of this programme is to facilitate registered nurses and registered to develop, maintain and update the requisite knowledge, skills and competencies to safely subcutaneous medication.
Content:	<ul style="list-style-type: none"> Understand the definition of subcutaneous medication administration for the purpose of being able to administer medication via this route Identify the sites used for subcutaneous medication administration Identify the Nurses responsibilities/role in subcutaneous medication administration Identify different medications administered via the subcutaneous route Describe the procedure for administering subcutaneous fluids Be familiar with the use of a subcutaneous infusion pump Obtain practical skills in the insertion of a subcutaneous infusion catheter and intermittent injection
Target Audience:	<ul style="list-style-type: none"> Nurses working in the residential or community setting within CHO 6&7
Programme Requirements:	<ul style="list-style-type: none"> No
Assessment:	<ul style="list-style-type: none"> N/A
Level Of Learning:	<ul style="list-style-type: none"> NMBI Category 1 Approved
Is The Programme Mandatory For Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number Of Participants:	<ul style="list-style-type: none"> 8 Participants classroom, unlimited via HSELand
Facilitator:	<ul style="list-style-type: none"> Deirdre Halford, RNT, Centre for learning and development
Cost:	<ul style="list-style-type: none"> N/A

Date:	Duration:	Venue:	Method Of Booking:
Please refer to TUH Learning Station	2 hours	Centre For Learning and Development	TUH Learning Station via: www.hseland.ie

Tracheostomy In-Service - Classroom

Aim & Learning Outcomes:	<ul style="list-style-type: none"> To ensure all nurses have knowledge/skills to care for patient with tracheostomy.
Content:	<ul style="list-style-type: none"> Definition of tracheostomy/differentiation between surgical and percutaneous tracheostomy/understanding of various types and sizes of tubes/nursing management/troubleshooting and dealing with emergencies/downsizing/capping/decannulation.
Target Audience:	<ul style="list-style-type: none"> All nursing staff/allied health professionals /junior doctors
Programme Requirements:	<ul style="list-style-type: none"> N/A
Assessment:	<ul style="list-style-type: none"> Questions at end of group session
Level Of Learning:	<ul style="list-style-type: none"> N/A
Is The Programme Mandatory For Tallaght University Hospital Staff:	<ul style="list-style-type: none"> Requirement for safe care of patients with tracheostomy.
Number Of Participants:	<ul style="list-style-type: none"> Max 6-10
Facilitator:	<ul style="list-style-type: none"> ICU/Critical Care Outreach Team
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method Of Booking:
Flyer will be circulated	15.00-16.00	1 hr.	McCollum Room (Beside Theatre)	TUH Learning Station via: www.hseland.ie (Module ID - MOD-5642)

Venepuncture & Peripheral Venous Access Device Insertion (PVAD) education – Blended Learning Programme

Aim & Learning Outcomes:	<ul style="list-style-type: none"> The overall aim of this programme is to facilitate registered nurses and midwives to develop the knowledge, skills and competence that will enable them to safely and successfully perform venepuncture and peripheral venous access device insertion for service users in their care.
Content:	<ul style="list-style-type: none"> Clinical skills workshop provides the opportunity to practice the skill of venepuncture and PVAD insertion in a supervised and structured educational environment.
Target Audience:	<ul style="list-style-type: none"> Currently registered with Nursing & Midwifery Board of Ireland. Be employed in an area where venepuncture and peripheral intravenous cannulation is required to enhance service provision
Programme Requirements:	<ul style="list-style-type: none"> Must have undertaken and passed the eLearning module in both venepuncture and peripheral intravenous cannulation from HSeLanD. Certificates of completion from HSeLanD MUST be presented at the clinical skills workshop. Read and have an understanding of the hospital policy on venepuncture and PVAD insertion. For external participants, they are advised to have read and know their local policies and the national HSE Policies on venepuncture and peripheral intravenous cannulation.
Assessment:	<ul style="list-style-type: none"> Following the clinical skills workshop, complete a minimum of 5 competencies for venepuncture and 5 in PVAD insertion under supervision with a named assessor in the clinical area. Return COMPLETED PAPERWORK TO THE CLD within the 12 week timeframe.
Level Of Learning:	<ul style="list-style-type: none"> NMBI Category 1 Approved 2 CEU's
Is The Programme Mandatory For Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number Of Participants:	<ul style="list-style-type: none"> Limited To 12 per clinical skills demonstration programme
Facilitator:	<ul style="list-style-type: none"> Clodagh Mcloughlin, Deputy Head of Learning & Development, Tallaght University Hospital, (01) 414 2851; Clodagh.Mcloughlin@tuh.ie
Cost:	<ul style="list-style-type: none"> N/A For Tallaght University Hospital Staff €50 For Non-Tallaght University Hospital Staff

Date:	Time:	Duration:	Venue:	Method Of Booking:
Run in Conjunction with Corporate Induction Programme	TBC	2hours	Two Rock Clinical Skills Room, CLD	TUH Learning Station via: www.hseland.ie (Module ID: MOD-0611)

Videofluoroscopy Analysis Refresher Course - Classroom

Aim & Learning Outcomes:	<ul style="list-style-type: none"> Speech and Language Therapists (SLTs) will have up to date knowledge and skills in adult videofluoroscopy analysis
Content:	<ul style="list-style-type: none"> The course will provide SLTs with an opportunity to maintain and extend their knowledge and skills in Adult VFU analysis and interpretation. This will be delivered through presentations and practical sessions incorporating up to date evidence.
Target Audience:	<ul style="list-style-type: none"> SLTs trained in adult videofluoroscopy analysis
Programme Requirements:	<ul style="list-style-type: none"> Certification in adult videofluoroscopy analysis
Assessment:	<ul style="list-style-type: none"> N/A
Level of Learning:	<ul style="list-style-type: none"> Post-graduate
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number of Participants:	<ul style="list-style-type: none"> 25 max
Facilitator:	<ul style="list-style-type: none"> Lisa Sheridan and Julie Keane, Speech and Language Therapy
Cost:	<ul style="list-style-type: none"> 75 euro

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station	9.00am-4.30pm	1 day	CLD	Contact secretary at 01 4142776

Wound Management Education Programme - Classroom

Aim & Learning Outcomes:	<ul style="list-style-type: none"> To obtain knowledge to manage and promote healing of wounds
Content:	<ul style="list-style-type: none"> Assess, plan and implement the management of wounds The assessment, management, treatment and prevention of pressure ulcers The assessment, management, and treatment of leg ulcers and diabetic foot ulcers Management and treatment of moisture lesion Pain management Nutrition and wound Management Understand dressing selection Workshops the application of compression bandaging, the application of topical negative dressing, dressing selection
Target Audience:	<ul style="list-style-type: none"> Clinical Nurse Managers and Staff Nurses
Programme Requirements:	<ul style="list-style-type: none"> Attend 5 days of programme
Assessment:	<ul style="list-style-type: none"> Questionnaire with 15 questions
Level of Learning:	<ul style="list-style-type: none"> NMBI Cat 1 Approval
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number of Participants:	<ul style="list-style-type: none"> Up to 40 participants
Facilitator:	<ul style="list-style-type: none"> Helen Strapp, Tissue Viability Registered ANP
Cost:	<ul style="list-style-type: none"> No Fee for Tallaght University Hospital Staff €250 for Non-Tallaght University Hospital Staff

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station	8.00-16.00	5 days	Centre for Learning and Development	TUH Learning Station via: www.hseland.ie (Module ID: MOD-0248)

Wound Management – Pressure Ulcer Prevention, eLearning Programme



Aim & Learning Outcomes:	<p>To enhance knowledge on prevention of pressure ulcers</p> <ul style="list-style-type: none"> • Define a pressure ulcer and the identify it's stage of development • Understand the risk factors that contribute to the development of a pressure ulcer • Implement interventions to reduce the incidence of pressure ulcer development
Content:	<ul style="list-style-type: none"> • Definition and stages of pressure ulcers • Risk factors associated with the development of a pressure ulcer • Interventions to prevent a pressure ulcer, SSKIN • HSE wound management guidelines 2018
Target Audience:	<ul style="list-style-type: none"> • Registered Nurses
Programme Requirements:	<ul style="list-style-type: none"> • No
Assessment:	<ul style="list-style-type: none"> • MCQ
Level of Learning:	<ul style="list-style-type: none"> • NMBI Cat 1 Approval
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • Yes – for some staff cohorts, please refer to Corporate Mandatory Education & Departmental Mandatory Education List available on CLD Intranet Page
Number of Participants:	<ul style="list-style-type: none"> • Unlimited
Facilitator:	<ul style="list-style-type: none"> • Deirdre Halford, RNT, Centre for Learning and Development
Cost:	<ul style="list-style-type: none"> • No Fee

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station		15 mins	Centre for Learning and Development	TUH Learning Station via: www.hseland.ie

Wound Management - Topical Negative Pressure Wound Therapy - Classroom

Aim & Learning Outcomes:	<p>To understand the theory behind Topical Negative Therapy and its application.</p> <p>Negative-pressure wound therapy (NPWT) is a therapeutic technique using a vacuum dressing to promote healing in acute or chronic wound. The therapy involves the controlled application of sub-atmospheric pressure to the local wound environment, using a sealed wound dressing connected to a vacuum pump.</p> <p>This negative pressure helps draw wound edges together, remove wound fluids and infectious materials and promote granulation tissue formation</p> <ul style="list-style-type: none"> • Promote wound healing • Provide a moist wound healing environment • Draw wound edges together • Remove fluid and infectious materials • Reduce wound odour • Reduce the need for daily dressing changes It is indicated for any wounds healing by second intention
Content:	<ul style="list-style-type: none"> • The workshop consists of the theory and practical application of the dressing
Target Audience:	<ul style="list-style-type: none"> • Nursing and Medical Staff
Programme Requirements:	<ul style="list-style-type: none"> • None
Assessment:	<ul style="list-style-type: none"> • None
Level of Learning:	<ul style="list-style-type: none"> • No
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No
Number of Participants:	<ul style="list-style-type: none"> • Unlimited
Facilitator:	<ul style="list-style-type: none"> • Helen Strapp, Tissue Viability Registered ANP
Cost:	<ul style="list-style-type: none"> • None

Date:	Time:	Duration:	Venue:	Method of Booking:
Monthly		One hour	Ward Based	Helen.strapp@tuh.ie

Fundamentals of Cancer Care & Haematology Nursing



Aim & Learning Outcomes:	<ul style="list-style-type: none"> To prepare nursing staff to function as an integral part of the Cancer Care and Haematology nursing team. To utilise clinical observation and specialist knowledge to recognise change in patient condition and to respond appropriately and deliver holistic nursing care. To encourage the nurse to become a life-long learner developing professionally. To increase cognisance of current evidence based nursing care.
Content:	<ul style="list-style-type: none"> 30 theoretical hours delivered over 5 days
Target Audience:	<ul style="list-style-type: none"> Registered General Nurses who have recently taken up a post in TUH especially Webb Ward, and Maguire Ward & who have passed Hospital Probation. Registered General Nurses wishing to update their education & keep up to date changing evidence based knowledge and practice In Cancer Care and haematological Nursing
Programme Requirements:	<ul style="list-style-type: none"> Currently on the active Register with NMBI Must have passed their six month probation into the organisation
Assessment:	<ul style="list-style-type: none"> Complete requisite pre-course workbooks and eLearning 2500 word academic reflection related To Cancer Care & Haematology Nursing Successfully present clinical case study of a cancer care/haematology patient.
Level of Learning:	<ul style="list-style-type: none"> NMBI Category 1 Approved
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number of Participants:	<ul style="list-style-type: none"> Minimum of 4 nurses
Facilitator:	<ul style="list-style-type: none"> Sylvia Macken, Cancer Care & Haematology Clinical Facilitator Sylvia.macken@tuh.ie Clodagh Mcloughlin, Deputy Head of Learning & Development, Tallaght University Hospital. (01) 4142851; Clodagh.Mcloughlin@tuh.ie
Cost:	<ul style="list-style-type: none"> No charge for Tallaght University Hospital staff.

Date:	Time:	Duration:	Venue:	Method of Booking:
Bi-annually Please refer to TUH Learning Station	5 Study Days 0800- 1600	24 weeks	Centre for Learning & Development	TUH Learning Station via: www.hseland.ie (Module ID: MOD-0950_4)

Fundamentals of Cardiovascular & High Dependency Nursing



Aim & Learning Outcomes:	<ul style="list-style-type: none"> To prepare nursing staff to function as an integral part of the specialist nursing team To utilise clinical observation and specialist knowledge to recognise change in Patient condition and to respond appropriately and deliver holistic nursing care. To encourage the nurse to become a life-long learner developing professionally. To increase cognisance of current evidence based nursing care.
Content:	<ul style="list-style-type: none"> 30 theoretical hours delivered over 5 days
Target Audience:	<ul style="list-style-type: none"> Registered General Nurses who have recently taken a post in the Coronary Care Unit (CCU)/High Dependency Unit (HDU) or Cath Lab. Registered General Nurses wishing to update their education & keep up to date changing evidence based knowledge and practice In CCU/HDU & Cath Lab setting.
Programme Requirements:	<ul style="list-style-type: none"> Currently on the active Register with NMBI Must have passed their six month probation assessment in the organisation
Assessment:	<ul style="list-style-type: none"> Complete requisite pre-course workbooks and eLearning 2500 word academic reflection related to Cardiovascular care & High Dependency Nursing Successfully present clinical case study of a Cardiovascular or High Dependency Patient
Level Of Learning:	<ul style="list-style-type: none"> NMBI Category 1 Approved
Is The Programme Mandatory For Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number Of Participants:	<ul style="list-style-type: none"> Minimum 4 – Maximum 15 Open to External Nurses
Facilitator:	<ul style="list-style-type: none"> Beverley Clancy, Clinical Facilitator Coronary Care Unit Beverley.clancy@tuh.ie Clodagh Mcloughlin, Deputy Head of Learning & Development, Tallaght University Hospital. (01) 4142851; Clodagh.Mcloughlin@tuh.ie
Cost:	<ul style="list-style-type: none"> No Charge for Tallaght University Hospital Staff €350 Fee for Non-Tallaght University Hospital Staff

Date:	Time:	Duration:	Venue:	Method Of Booking:
Bi-annually Please refer to TUH Learning Station	5 Study Days 0800- 1600	24 weeks	Centre for Learning & Development	TUH Learning Station via: www.hseland.ie (Module ID: MOD-1892)

Fundamentals of Emergency Nursing



Aim & Learning Outcomes:	<ul style="list-style-type: none"> To prepare nursing staff to function as an integral part of the specialist nursing team in the Emergency Department. To utilise clinical observation and specialist knowledge to recognise change in patient condition and to respond appropriately and deliver holistic nursing care. To encourage the nurse to become a life-long learner developing professionally. To increase cognisance of current evidence based nursing care.
Content:	<ul style="list-style-type: none"> 30 theoretical hours delivered over 5 days
Target Audience:	<ul style="list-style-type: none"> Registered general nurses who have recently taken a post in ED Registered general nurses wishing to update their education & keep up to date changing evidence based knowledge and practice in the Emergency Department.
Programme Requirements:	<ul style="list-style-type: none"> Currently on the active Register with NMBI Must have passed their six month probation into the organisation
Assessment:	<ul style="list-style-type: none"> Complete requisite pre-course workbooks & eLearning 2500 word academic reflection related to Emergency Nursing Successfully present clinical case study of a patient presenting to the Emergency Department. Successfully complete a clinical assessment document.
Level Of Learning:	<ul style="list-style-type: none"> NMBI Category 1 Approved
Is The Programme Mandatory For Tallaght University Hospital Staff:	<ul style="list-style-type: none"> The programme is mandatory for nursing staff who work in adult ED.
Number Of Participants:	<ul style="list-style-type: none"> Minimum of 4 nurses from the Emergency Department.
Facilitator:	<ul style="list-style-type: none"> Yvonne Kerins, Clinical facilitator, Emergency Department, Tallaght University Hospital. Yvonne.kerins@tuh.ie Clodagh Mcloughlin, Deputy Head of Learning & Development, Tallaght University Hospital. (01) 4142851; Clodagh.Mcloughlin@tuh.ie
Cost:	<ul style="list-style-type: none"> No Charge for Tallaght University Hospital Staff Not currently available to External Staff

Date:	Time:	Duration:	Venue:	Method Of Booking:
Bi-annually Please refer to TUH Learning Station	5 Study Days 0800-1600	24 weeks	Centre for Learning & Development.	TUH Learning Station via: www.hseland.ie (Module ID: MOD-0950)

Fundamentals of Gerontological Nursing



Aim & Learning Outcomes:	<ul style="list-style-type: none"> To prepare nursing staff to function as an integral part of the specialist nursing team. To utilise clinical observation and specialist knowledge to recognise change in patient condition and to respond appropriately and deliver holistic nursing care. To encourage the nurse to become a life-long learner developing professionally. To increase cognisance of current evidence based nursing care.
Content:	<ul style="list-style-type: none"> 30 theoretical hours delivered over 5 days
Target Audience:	<ul style="list-style-type: none"> Registered General Nurses who have recently taken a post in General Medical or Gerontological setting & who have passed hospital probation assessment. Registered General Nurses wishing to update their education & keep up to date with changing evidence based knowledge and practice in gerontological nursing.
Programme Requirements:	<ul style="list-style-type: none"> Currently on the active Register with NMBI Must have passed their six month probation into the organisation
Assessment:	<ul style="list-style-type: none"> Complete requisite pre-course workbooks and eLearning 2500 word academic reflection related to Gerontological nursing Successfully present clinical case study of a gerontological patient
Level Of Learning:	<ul style="list-style-type: none"> NMBI Category 1 Approved
Is The Programme Mandatory For Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number Of Participants:	<ul style="list-style-type: none"> Minimum of 4 Nurses from general medical & gerontology areas.
Facilitator:	<ul style="list-style-type: none"> Clodagh Mc Loughlin, Deputy Head of Learning & Development, Tallaght University Hospital Clodagh.Mcloughlin@tuh.ie
Cost:	<ul style="list-style-type: none"> No Charge for Tallaght University Hospital Staff. €350 Fee for Non-Tallaght University Hospital Staff

Date:	Time:	Duration:	Venue:	Method Of Booking:
Bi-annually Please refer to TUH Learning Station	5 Study Days 0800- 1600	24 weeks	Centre for Learning & Development	TUH Learning Station via: www.hseland.ie (Module ID: MOD-0950__2)

Fundamentals of Intensive Care Nursing



Aim & Learning Outcomes:	<ul style="list-style-type: none"> To prepare nursing staff to function as an integral part of the specialist nursing team. To utilise clinical observation and specialist knowledge to recognise change in patient condition and to respond appropriately and deliver holistic nursing care. To encourage the nurse to become a life-long learner developing professionally. To increase cognisance of current evidence based nursing care.
Content:	<ul style="list-style-type: none"> 30 theoretical hours delivered over 5 days
Target Audience:	<ul style="list-style-type: none"> Registered General Nurses who have recently taken a post in Intensive Care unit (ICU)/Post Anaesthetic Care Unit (PACU) & who have passed Hospital Probation. Registered General Nurses wishing to update their education & keep up to date changing evidence based knowledge and practice In ICU/ PACU setting.
Programme Requirements:	<ul style="list-style-type: none"> Currently on the active Register with NMBI Must have passed their six month probation into the organisation
Assessment:	<ul style="list-style-type: none"> Complete requisite pre-course workbooks and eLearning 2500 word academic reflection related to ICU Nursing Successfully present clinical case study of a patient in the ICU setting
Level Of Learning:	<ul style="list-style-type: none"> NMBI Category 1 Approved.
Is The Programme Mandatory For Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number Of Participants:	<ul style="list-style-type: none"> Minimum of 4 nurses from intensive care/post anaesthetic care unit.
Facilitator:	<ul style="list-style-type: none"> Shauna Delaney, Clinical Facilitator ICU. Shauna.Delaney@tuh.ie Clodagh Mcloughlin, Deputy Head of Learning & Development, Tallaght University Hospital. (01) 4142851; Clodagh.Mcloughlin@tuh.ie
Cost:	<ul style="list-style-type: none"> No charge for Tallaght University Hospital staff.

Date:	Time:	Duration:	Venue:	Method Of Booking:
Bi-annually Please refer to TUH Learning Station	5 Study Days 0800- 1600	24 weeks	Centre for Learning & Development	TUH Learning Station via: www.hseland.ie (Module ID: MOD-0950_1)

Fundamentals of Orthopaedic Nursing



Aim & Learning Outcomes:	<ul style="list-style-type: none"> To prepare nursing staff to function as an integral part of a clinical orthopaedic nursing team. To utilise clinical observation and specialist knowledge to recognise change in patient condition and to respond appropriately and deliver holistic nursing care. To encourage the nurse to become a life-long learner developing professionally. To increase cognisance of current evidence based nursing care.
Content:	<ul style="list-style-type: none"> 30 theoretical hours delivered over 5 days
Target Audience:	<ul style="list-style-type: none"> Registered General Nurses who have recently taken up a post in Franks Ward or Ormsby Ward or Orthopaedic Outpatients & who have passed Hospital Probation. Registered General Nurses wishing to update their education & keep up to date changing evidence based knowledge and practice In Orthopaedic nursing
Programme Requirements:	<ul style="list-style-type: none"> Currently on the active Register with NMBI Must have passed their six month probation into the organisation
Assessment:	<ul style="list-style-type: none"> Complete requisite pre-course workbooks and eLearning 2500 word academic reflection related to Orthopaedic nursing Successfully present clinical case study of an Orthopaedic Patient
Level of Learning:	<ul style="list-style-type: none"> NMBI Category 1 Approved
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number of Participants:	<ul style="list-style-type: none"> Minimum of 4 nurses
Facilitator:	<ul style="list-style-type: none"> Vivienne Dick, Orthopaedic Facilitator Vivienne.dick@tuh.ie Clodagh Mcloughlin, Deputy Head of Learning & Development, Tallaght University Hospital. (01) 4142851; Clodagh.Mcloughlin@tuh.ie
Cost:	<ul style="list-style-type: none"> No charge for Tallaght University Hospital staff.

Date:	Time:	Duration:	Venue:	Method of Booking:
Bi-annually Please refer to TUH Learning Station	5 Study Days 0800- 1600	24 weeks	Centre for Learning & Development	TUH Learning Station via: www.hseland.ie (Module ID: MOD-0454_2)

Fundamentals of Perioperative Nursing



Aim & Learning Outcomes:	<ul style="list-style-type: none"> To provide the highest quality evidence based theoretical advanced learning in the fundamental principles of Perioperative Nursing, in a high quality learning environment To provide the highest quality evidence based care in Perioperative Nursing <p>At the end of the course, participants should be able to:</p> <ul style="list-style-type: none"> Comprehend the Fundamental Principles of Perioperative Nursing Practice Employ learning from clinical workshops to improve their decision making and patient outcomes e.g.: ECG/ABG analysis, preoperative assessment & preparation, post anaesthetic/airway management. Successfully Undertake Academic Writing Projects Improve their interaction within the wider perioperative team Critically analyse areas of their practice and identify quality improvement opportunities
Content:	<ul style="list-style-type: none"> 30 Theoretical Hours delivered over 4 days
Target Audience:	<ul style="list-style-type: none"> RGN's who have recently taken a post in Peri-op & who have completed their 6 month period of employment Perioperative Nursing staff who seek to enhance their theoretical knowledge base to support their Clinical Practice.
Programme Requirements:	<ul style="list-style-type: none"> Currently on the active Register with NMBI Must have passed their six month probation into the organisation
Assessment:	<ul style="list-style-type: none"> Complete requisite pre-course workbooks and eLearning. Marked Written assignment Workbook Submission
Level of Learning:	<ul style="list-style-type: none"> NMBI Category 1 Approved 28 CEU's
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number of Participants:	<ul style="list-style-type: none"> Minimum of 4
Facilitator:	Fiona Darbey, Clinical Facilitator, Theatre Department, Tallaght University Hospital Fiona.darbey@tuh.ie
Cost:	<ul style="list-style-type: none"> No Fee for Tallaght University Hospital employees €350 Fee for Non-Tallaght University Hospital Employee

Date:	Time:	Duration:	Venue:	Method of Booking:
Bi-annually Please refer to TUH Learning Station	4 Study Days 08.00-17.00	24 weeks	Centre for Learning & Development	TUH Learning Station via: www.hseland.ie (Module ID: MOD-1883)

Fundamentals of Stroke Care Nursing



Aim & Learning Outcomes:	<ul style="list-style-type: none"> To prepare nursing staff to function as an integral part of the specialist nursing team. To utilise clinical observation and specialist knowledge to recognise change in patient condition and to respond appropriately and deliver holistic nursing care. To encourage the nurse to become a life-long learner developing professionally. To increase cognisance of current evidence based nursing care.
Content:	<ul style="list-style-type: none"> 30 theoretical hours delivered over 5 days
Target Audience:	<ul style="list-style-type: none"> Registered general nurses working directly in the provision of care to stroke patients.
Programme Requirements:	<ul style="list-style-type: none"> Currently on the active Register with NMBI Must have passed their six month probation assessment in the organisation
Assessment:	<ul style="list-style-type: none"> Complete requisite pre-course workbooks and eLearning 2000 word academic care study related to stroke care nursing Successfully complete a clinical assessment document.
Level Of Learning:	<ul style="list-style-type: none"> NMBI Category 1 Approved
Is The Programme Mandatory For Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number Of Participants:	<ul style="list-style-type: none"> 4 Nurses from Stroke Care Unit (Tallaght & Naas). External participants welcome
Facilitator:	<ul style="list-style-type: none"> Nicola Cogan, Stroke Care CNS, Tallaght University Hospital. Nicola.Cogan@tuh.ie Clodagh Mcloughlin, Deputy Head of Learning & Development, Tallaght University Hospital. (01) 4142851; Clodagh.Mcloughlin@tuh.ie
Cost:	<ul style="list-style-type: none"> No Fee for Tallaght University Hospital Staff €350 Fee for Non-Tallaght University Hospital Staff

Date:	Time:	Duration:	Venue:	Method Of Booking:
Bi-annually: Please refer to TUH Learning Station	5 Study Days 0800- 1600	24 weeks	Centre for Learning & Development	TUH Learning Station via: www.hseland.ie (Module ID: MOD-1879)



Aim & Learning Outcomes:	<ul style="list-style-type: none"> To promote student learning within the specialist area under the domains of competence (NMBI, 2019): <p>The learning outcomes are:</p> <ul style="list-style-type: none"> Students will become <ul style="list-style-type: none"> Articulate, inquisitive practitioners Capable of critical thinking, problem solving & analysis Reflective practitioners and will promote self-development & direction.
Content	<ul style="list-style-type: none"> In Year One there are 5 theoretical modules and 1 clinical supervised practice module of 250 supervised and 250 unsupervised hours In Year Two students attend academic workshops throughout the academic year.
Target Audience:	<ul style="list-style-type: none"> The Programme Is aimed at nurses working in all areas of cancer & haematological nursing
Programme Requirements:	<ul style="list-style-type: none"> Full TCD requirements can be viewed on their web site: : Http://Nursing-Midwifery.Tcd.ie/Postgraduate/
Assessment:	<ul style="list-style-type: none"> Please refer To TCD guidelines: Http://Nursing-Midwifery.Tcd.ie/Postgraduate/
Level Of Learning:	<ul style="list-style-type: none"> NFQ Level 9 programme awarded by TCD; NMBI Category 2 Accreditation
Is The Programme Mandatory For Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number Of Participants:	<ul style="list-style-type: none"> Minimum number of participants – 4 Participants are welcomed from external hospitals.
Facilitator:	<ul style="list-style-type: none"> Sylvia Macken, Clinical Facilitator Cancer Care/Haematology, Tallaght University Hospital. Bleep #7210; Sylvia.Macken@tuh.ie Clodagh Mcloughlin, Deputy Head of Learning & Development, Tallaght University Hospital. (01) 414 2851; Clodagh.Mcloughlin@tuh.ie
Cost:	<ul style="list-style-type: none"> See Trinity College Dublin website for information on fees: www.tcd.ie

**Please see Page 117 for Dates, Venues and Booking Method of MSc Programme*

MSc Specialist Nursing: Cardiovascular Care



<p>Aim & Learning Outcomes:</p>	<ul style="list-style-type: none"> To promote student learning within the specialist area under the domains of competence (NMBI 2019). <p>The Learning Outcomes Are: Students Will Become</p> <ul style="list-style-type: none"> Articulate, inquisitive practitioners Capable of critical thinking, problem solving & analysis Reflective practitioners and promote self-development & direction.
<p>Content:</p>	<ul style="list-style-type: none"> In Year One there are 5 theoretical modules and 1 clinical supervised practice module of 250 supervised and 250 unsupervised hours In Year Two students attend academic workshops throughout the academic year.
<p>Target Audience:</p>	<ul style="list-style-type: none"> The programme is aimed at all registered nurses working in the cardiovascular services.
<p>Programme Requirements:</p>	<ul style="list-style-type: none"> Full TCD requirements can be viewed on their web site : Http://Nursing-Midwifery.Tcd.ie/Postgraduate/
<p>Assessment:</p>	<ul style="list-style-type: none"> Please refer to tcd guidelines: Http://Nursing-Midwifery.Tcd.ie/Postgraduate/
<p>Level Of Learning:</p>	<ul style="list-style-type: none"> NFQ Level 9 Programme Awarded By TCD; NMBI Category 2 Accreditation
<p>Is The Programme Mandatory For Tallaght University Hospital Staff:</p>	<ul style="list-style-type: none"> No
<p>Number Of Participants:</p>	<ul style="list-style-type: none"> Minimum number of participants – 4 Participants are welcomed from external hospitals.
<p>Facilitator:</p>	<ul style="list-style-type: none"> Beverly Clancy, Beverley.Clancy@tuh.ie Clodagh Mcloughlin, Deputy Head of Learning & Development, Tallaght University Hospital. (01) 414 2851; Clodagh.Mcloughlin@tuh.ie
<p>Cost:</p>	<ul style="list-style-type: none"> See Trinity College Dublin website for information on fees: www.tcd.ie

**Please see Page 117 for Dates, Venues and Booking Method of MSc Programme*

MSc Specialist Nursing: Emergency Care.



Aim & Learning Outcomes:	<p>The Aim Of This Programme Is:</p> <ul style="list-style-type: none"> Promote Student Learning Within The Specialist Area Under The Domains Of Competence (NMBI, 2019). <p>The Learning Outcomes Are: Students Will Become</p> <ul style="list-style-type: none"> Articulate, Inquisitive Practitioners Capable Of Critical Thinking, Problem Solving & Analysis Reflective Practitioners and Promote Self-Development & Direction.
Content:	<ul style="list-style-type: none"> In Year One there are 5 theoretical modules and 1 clinical supervised practice module of 250 supervised and 250 unsupervised hours. In Year Two students attend academic workshops throughout the academic year.
Target Audience:	<ul style="list-style-type: none"> The programme is aimed at all Registered Nurses working in the Emergency Department.
Programme Requirements:	<ul style="list-style-type: none"> Full TCD requirements can be viewed on their web site: : Http://Nursing-Midwifery.Tcd.ie/Postgraduate/
Assessment:	<ul style="list-style-type: none"> Please refer to TCD guidelines: Http://Nursing-Midwifery.Tcd.ie/Postgraduate/
Level Of Learning:	<ul style="list-style-type: none"> NFQ Level 9 Programme awarded by TCD; NMBI Category 2 Accreditation
Is The Programme Mandatory For Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number Of Participants:	<ul style="list-style-type: none"> Minimum number of participants – 4 Participants are welcomed from external hospitals.
Facilitator:	<ul style="list-style-type: none"> Sandra Hartigan, Clinical Facilitator Emergency Department, Tallaght University Hospital. (01) 414-4134; Sandra.Hartigan@tuh.ie Clodagh Mcloughlin, Deputy Head of Learning & Development, Tallaght University Hospital. (01) 414 2851; Clodagh.Mcloughlin@Tuh.ie
Cost:	<ul style="list-style-type: none"> See Trinity College Dublin Website For Information On Fees: www.tcd.ie

**Please see Page 117 for Dates, Venues and Booking Method of MSc Programme*

MSc Specialist Nursing: Gerontological Nursing



Aim & Learning Outcomes:	<p>The Aim Of This Programme Is:</p> <ul style="list-style-type: none"> Promote Student Learning Within The Specialist Area Under The Domains Of Competence (NMBI, 2019). <p>The Learning Outcomes Are: Students Will Become</p> <ul style="list-style-type: none"> Articulate, Inquisitive Practitioners Capable Of Critical Thinking, Problem Solving & Analysis Reflective Practitioners and Promote Self-Development & Direction.
Content	<ul style="list-style-type: none"> In Year One there are 5 theoretical modules and 1 clinical supervised practice module of 250 supervised and 250 unsupervised hours In Year two students attend academic workshops throughout the academic year.
Target Audience:	<ul style="list-style-type: none"> The programme is aimed at all nurses working in all areas of Gerontological Nursing
Programme Requirements:	<ul style="list-style-type: none"> Full TCD requirements can be viewed on their web site : Http://Nursing-Midwifery.Tcd.ie/Postgraduate/
Assessment:	<ul style="list-style-type: none"> Please refer to TCD guidelines: Http://Nursing-Midwifery.Tcd.ie/Postgraduate/
Level Of Learning:	<ul style="list-style-type: none"> NFQ Level 9 Programme awarded by TCD; NMBI Category 2 Accreditation
Is The Programme Mandatory For Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number Of Participants:	<ul style="list-style-type: none"> Minimum number of participants – 4 Participants are welcomed from external hospitals.
Facilitator:	<ul style="list-style-type: none"> Clodagh Mcloughlin, Deputy Head of Learning & Development, Tallaght University Hospital. (01) 414 2851; Clodagh.Mcloughlin@tuh.ie
Cost:	<ul style="list-style-type: none"> See Trinity College Dublin Website For Information On Fees: www.tcd.ie

**Please see Page 117 for Dates, Venues and Booking Method of MSc Programme*



<p>Aim & Learning Outcomes:</p>	<p>The Aim Of This Programme Is:</p> <ul style="list-style-type: none"> Promote Student Learning Within The Specialist Area Under The Domains Of Competence (NMBI 2019): <p>The Learning Outcomes Are:</p> <p>Students Will Become</p> <ul style="list-style-type: none"> Articulate, Inquisitive Practitioners Capable Of Critical Thinking, Problem Solving & Analysis Reflective Practitioners and Promote Self-Development & Direction.
<p>Content</p>	<ul style="list-style-type: none"> In Year One there are 5 theoretical modules and 1 clinical supervised practice module of 250 supervised and 250 unsupervised hours In Year Two students attend academic workshops throughout the academic year.
<p>Target Audience:</p>	<ul style="list-style-type: none"> The programme is aimed at all nurses working in all areas of Intensive Care Nursing
<p>Programme Requirements:</p>	<ul style="list-style-type: none"> Full TCD requirements can be viewed on their web site: : Http://Nursing-Midwifery.Tcd.ie/Postgraduate/
<p>Assessment:</p>	<ul style="list-style-type: none"> Please refer to TCD guidelines: Http://Nursing-Midwifery.Tcd.ie/Postgraduate/
<p>Level Of Learning:</p>	<ul style="list-style-type: none"> NFQ Level 9 Programme awarded by TCD; NMBI Category 2 Accreditation
<p>Is The Programme Mandatory For Tallaght University Hospital Staff:</p>	<ul style="list-style-type: none"> No
<p>Number Of Participants:</p>	<ul style="list-style-type: none"> Minimum number of participants – 4 Participants are welcomed from external hospitals.
<p>Facilitator:</p>	<ul style="list-style-type: none"> Binila Kurian, Clinical Facilitator ICU, Tallaght University Hospital. (01)4142730; Binila.Kurian@Tuh.ie Clodagh Mcloughlin, Deputy Head of Learning & Development, Tallaght University Hospital. (01) 414 2851; Clodagh.Mcloughlin@Tuh.ie
<p>Cost:</p>	<ul style="list-style-type: none"> See Trinity College Dublin Website For Information On Fees: www.tcd.ie

**Please see Page 117 for Dates, Venues and Booking Method of MSc Programme*



<p>Aim & Learning Outcomes:</p>	<ul style="list-style-type: none"> • Explore problem-solving skills in the area of planned orthopaedic nursing. • Prepare a comprehensive care plan using advanced problem solving skills for a patient undergoing elective interventions for orthopaedic problems. • Critically discuss the principles associated with the management of common orthopaedic traumatic injuries. • Explore problem-solving skills in the area of orthopaedic trauma nursing. • Consolidate knowledge in relation to the development of bone, its composition, development of muscle, fracture healing, the terminology used in musculoskeletal assessment, musculoskeletal anatomy and the implications for patients of specific investigations performed to evaluate a musculoskeletal condition or injury. • Examine the role of the nurse with reference to planning care for patients with physical/intellectual disabilities, for patients of different ages and to recognise the psychological and sociological effects of orthopaedic conditions.
<p>Content</p>	<p>Year 1 Modules (Pg Dip)</p> <ul style="list-style-type: none"> • Advanced Research Methods • Advanced Leadership – Clinical & Professional • Professional Critical Reflexivity and Competence • Principles of Orthopaedic Nursing • Nursing the patient undergoing management of musculoskeletal issues by elective and conservative means • Nursing the Orthopaedic Trauma Patient <p>The programme is delivered part-time over one-year; with an option to complete the programme over a period of up to three years if necessary. Once you have successfully completed this postgraduate diploma you may decide to progress to Year 2 of the Masters in Science (MSc) Nursing, in your chosen specialist area.</p>
<p>Target Audience:</p>	<ul style="list-style-type: none"> • The programme is aimed at all nurses working in all areas of Orthopaedic Nursing
<p>Programme Requirements:</p>	<p>To be eligible for the programme you must:</p> <ul style="list-style-type: none"> • Be active on the NMBI register. • Hold a level 8 degree* or international equivalent, demonstrated through a defined recognition of prior learning (RPL) process.
<p>Application process:</p>	<p>Discuss with CNM and Orthopaedic Clinical facilitator Ms. Vivienne Dick. Interview may be required. Following agreement and SharePoint funding approval, applicants must apply via the RCSI website: https://www.rcsi.com/dublin/postgraduate/taught-courses/orthopaedic-nursing/course-details</p>

Level Of Learning:	<ul style="list-style-type: none"> NFQ Level 9 Programme awarded by RCSI; NMBI Category 2 Accreditation
Is The Programme Mandatory For Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number Of Participants:	<ul style="list-style-type: none"> Minimum number of participants – 1
Facilitator:	<ul style="list-style-type: none"> Vivienne Dick, Clinical Facilitator Ormsby Ward, Tallaght University Hospital (01) 414 4078, Bleep:2348; Vivienne.Dick@tuh.ie Clodagh Mcloughlin, Deputy Head of Learning & Development, Tallaght University Hospital. (01) 414 2851; Clodagh.Mcloughlin@Tuh.ie
Cost:	<ul style="list-style-type: none"> https://www.rcsi.com/dublin/postgraduate/taught-courses

**Please see Page 117 for Dates, Venues and Booking Method of MSc Programme*

MSc Specialist Nursing: Peri-Operative Care



Aim & Learning Outcomes:	<p>The Aim Of This Programme Is:</p> <ul style="list-style-type: none"> Promote Student Learning Within The Specialist Area Under The Domains Of Competence (NMBI 2019): <p>The Learning Outcomes Are: Students Will Become</p> <ul style="list-style-type: none"> Articulate, Inquisitive Practitioners Capable Of Critical Thinking, Problem Solving & Analysis Reflective Practitioners and Promote Self-Development & Direction.
Content:	<ul style="list-style-type: none"> In Year One there are 5 theoretical modules and 1 clinical supervised practice module of 250 supervised and 250 unsupervised hours In Year Two Students attend academic workshops throughout the academic year.
Target Audience:	<ul style="list-style-type: none"> The programme is aimed at all registered nurses working in the Theatre Department.
Programme Requirements:	<ul style="list-style-type: none"> Full TCD requirements can be viewed on their web site : Http://Nursing-Midwifery.Tcd.ie/Postgraduate/
Assessment:	<ul style="list-style-type: none"> Please refer to TCD guidelines: Http://Nursing-Midwifery.Tcd.ie/Postgraduate/
Level Of Learning:	<ul style="list-style-type: none"> NFQ Level 9 Programme awarded by TCD; NMBI Category 2 Accreditation
Is The Programme Mandatory For Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number Of Participants:	<ul style="list-style-type: none"> Minimum number of participants – 4 Participants are welcomed from external hospitals.
Facilitator:	<ul style="list-style-type: none"> Fiona Darbey, Clinical Facilitator Theatre, Tallaght University Hospital. (01)4143813; fiona.darbey@tuh.ie Clodagh Mcloughlin, Deputy Head of Learning & Development, Tallaght University Hospital. (01) 414 2851; Clodagh.Mcloughlin@Tuh.ie
Cost:	<ul style="list-style-type: none"> See Trinity College Dublin Website For Information On Fees: www.tcd.ie

**Please see Page 117 for Dates, Venues and Booking Method of MSc Programme*

MSc Specialist Nursing: Renal Nursing



Aim & Learning Outcomes:	<p>The Aim Of This Programme Is:</p> <ul style="list-style-type: none"> Promote Student Learning Within The Specialist Area Under The Domains Of Competence (NMBI, 2019). <p>The Learning Outcomes Are:</p> <ul style="list-style-type: none"> Students Will Become <ul style="list-style-type: none"> Articulate, Inquisitive Practitioners Capable Of Critical Thinking, Problem Solving & Analysis Reflective Practitioners and Promote Self-Development & Direction.
Content	<ul style="list-style-type: none"> In Year One There Are 5 Theoretical Modules And 1 Clinical Supervised Practice Module Of 250 Supervised And 250 Unsupervised Hours In Year Two Students Attend Academic Workshops Throughout The Academic Year.
Target Audience:	<ul style="list-style-type: none"> The Programme Is Aimed At All Nurses Working In All Areas Of Renal Nursing
Programme Requirements:	<ul style="list-style-type: none"> Full TCD Requirements Can Be Viewed On Their Web Site: : Http://Nursing-Midwifery.Tcd.ie/Postgraduate/
Assessment:	<ul style="list-style-type: none"> Please Refer To TCD Guidelines: Http://Nursing-Midwifery.Tcd.ie/Postgraduate/
Level Of Learning:	<ul style="list-style-type: none"> NFQ Level 9 Programme Awarded By TCD; NMBI Category 2 Accreditation
Is The Programme Mandatory For Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number Of Participants:	<ul style="list-style-type: none"> Minimum Number Of Participants – 3 Participants Are Welcomed From External Hospitals.
Facilitator:	<ul style="list-style-type: none"> Clodagh Mcloughlin, Deputy Head of Learning & Development, Tallaght University Hospital. (01) 414 2851; Clodagh.Mcloughlin@Tuh.ie
Cost:	<ul style="list-style-type: none"> See Trinity College Dublin Website For Information On Fees: www.tcd.ie

**Please see Page 117 for Dates, Venues and Booking Method of MSc Programme*

Haemodialysis & Allied Therapies Nursing Module



Aim & Learning Outcomes:	<ul style="list-style-type: none"> • Critically evaluate the nursing assessment, planning, implementation and management of the patient requiring haemodialysis and haemodiafiltration using current evidence of best practice, patient safety and quality within the multidisciplinary team. • Critically explore the detrimental impact of end stage kidney disease and haemodialysis / haemodiafiltration and its effects on the physical, psychological, and social well-being of the individual patient and his/her partner and family members. • Critically explore the role of the renal nurse in holistic long-term monitoring and support of the patient requiring haemodialysis / haemodiafiltration along with the importance of patient safety and the understanding and managing of clinical risk. • Critically demonstrate knowledge using current literature of the principles of allied therapies and the nursing management of patients receiving these therapies.
Content:	Please refer to www.tcd.ie for module content.
Target Audience:	Registered General Nurses working in a Renal Specialist department. Please refer to www.tcd.ie for module entry requirements.
Programme Requirements:	Please refer to www.tcd.ie for further information.
Assessment:	Formal modular assessment via examination. please refer to www.tcd.ie
Level of Learning:	NFQ Level 9 (10 ECT credits)
Is The Programme Mandatory For Tallaght University Hospital Staff:	No
Number Of Participants:	Minimum 4
Co-ordinator:	<ul style="list-style-type: none"> • Clodagh Mcloughlin, Deputy Head of Learning & Development, Tallaght University Hospital. (01) 414 2851; Clodagh.Mcloughlin@Tuh.ie
Cost:	Please refer to www.tcd.ie for module cost

**Please see Page 117 for Dates, Venues and Booking Method of MSc Programme*

Renal Nursing – Postgraduate Certificate



Aim & Learning Outcomes:	<p>The Aim Of This Programme Is:</p> <ul style="list-style-type: none"> Promote Student Learning Within The Specialist Area Under The Domains Of Competence (NMBI 2019). <p>The Learning Outcomes Are:</p> <ul style="list-style-type: none"> Students Will Become <ul style="list-style-type: none"> Articulate, Inquisitive Practitioners Capable Of Critical Thinking, Problem Solving & Analysis Reflective Practitioners and Promote Self-Development & Direction.
Content:	<p>Nephrology Nursing Module Peritoneal Dialysis and Transplant Nursing Module Haemodialysis and Allied Therapies Module Please refer to www.tcd.ie for each module content.</p>
Target Audience:	<p>Registered General Nurses working within the Renal Department. Must meet TCD entry requirements www.tcd.ie.</p>
Programme Requirements:	<p>Please refer to www.tcd.ie for programme requirements.</p>
Assessment:	<p>3000 Word Assignment. Presentation Examination</p>
Level Of Learning:	<p>Level 9 30 ECT Credits</p>
Is The Programme Mandatory For Tallaght University Hospital Staff:	<p>No</p>
Number Of Participants:	<p>Minimum 3, Maximum 20</p>
Facilitator:	<ul style="list-style-type: none"> Clodagh Mcloughlin, Deputy Head of Learning & Development, Tallaght University Hospital. (01) 414 2851; Clodagh.Mcloughlin@Tuh.ie
Cost:	<p>Please refer to www.tcd.ie for module cost</p>

**Please see Page 117 for Dates, Venues and Booking Method of MSc Programme*

Certificate in Acute Medicine Nursing – Athlone Institute of Technology

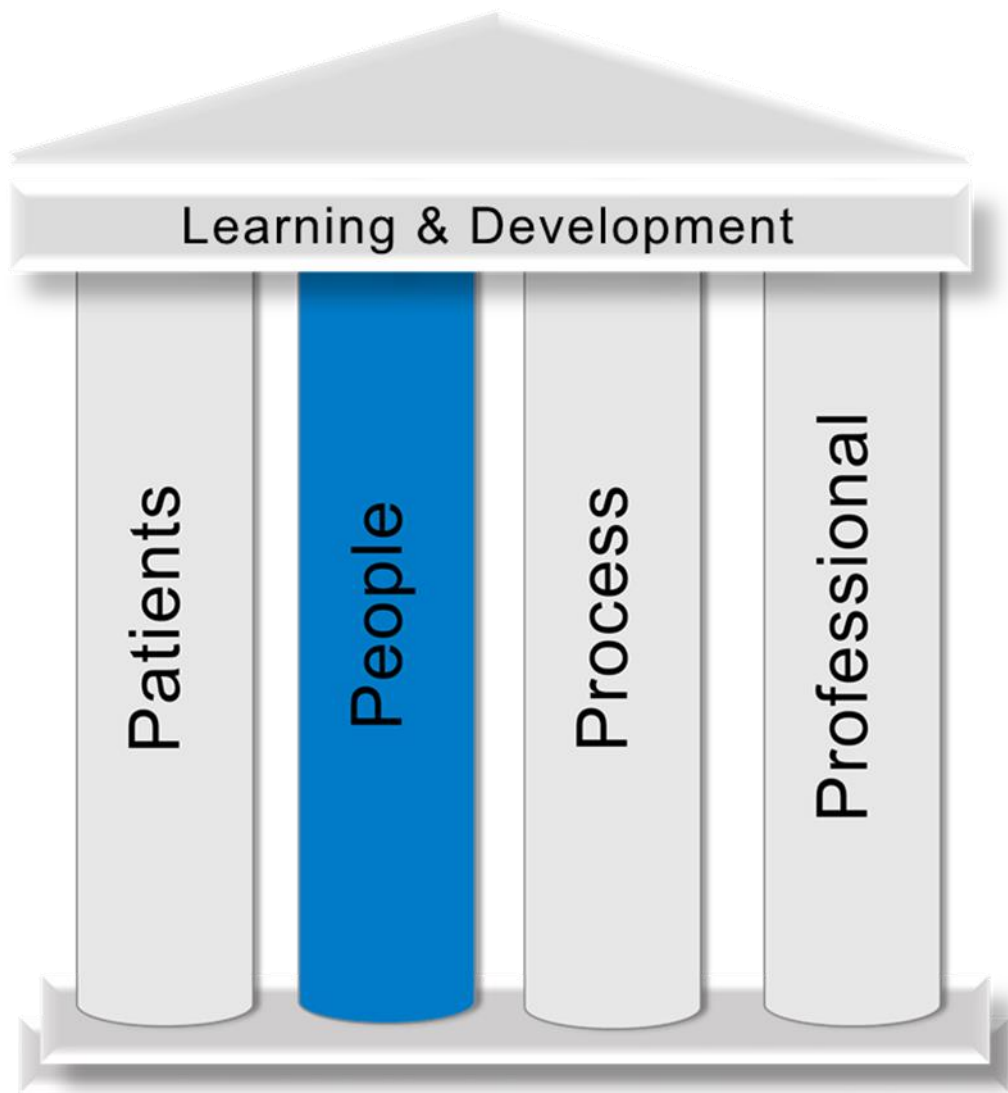


Aim & Learning Outcomes:	<ul style="list-style-type: none"> To prepare nursing staff to function as an integral part of the specialist nursing team To utilise clinical observation and specialist knowledge to recognise change in Patient condition and to respond appropriately and deliver holistic nursing care. To encourage the nurse to become a life-long learner developing professionally. To increase cognisance of current evidence based nursing care.
Content:	<ul style="list-style-type: none"> Holistic patient assessment and clinical decision making; cardiovascular, respiratory, neurological and gastrointestinal systems; acute and chronic renal failure; fluid and electrolyte management; the older person presenting with delirium and dementia; Type 1 & 2 diabetes; tissue viability; acute and chronic pain management; psychological impact of illness; stress management and future development needs
Target Audience:	<ul style="list-style-type: none"> Registered General Nurses wishing to update their education regarding evidence based knowledge and practice within the area of Acute Medical Nursing Actively working in the AMU/AMAU
Programme Requirements:	<ul style="list-style-type: none"> Currently on the active Register with NMBI Must have passed their six month probation assessment in the organisation
Assessment:	<ul style="list-style-type: none"> Continuous assessment including e-tivity, multiple choice questions, project and practical competence assessment. Two assessments will include Continuous Assessment and Practical
Level Of Learning:	<ul style="list-style-type: none"> QQI Level 8, 10 Credits
Is The Programme Mandatory For Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number Of Participants:	<ul style="list-style-type: none"> Please refer to: https://www.ait.ie/courses/certificate-in-acute-medicine-nursing
Facilitator:	<ul style="list-style-type: none"> Clodagh Mcloughlin, Deputy Head of Learning & Development, Tallaght University Hospital. (01) 4142851; Clodagh.Mcloughlin@tuh.ie
Cost:	<ul style="list-style-type: none"> HSE Funding available

Date:	Time:	Duration:	Venue:	Method Of Booking:
January and September Annually	Blended learning approach	12 weeks	Athlone Institute of technology	https://www.ait.ie/courses/certificate-in-acute-medicine-nursing

Dates – Venues – Booking Method for all MSc Programmes

Date	Annually In September.
Time	<p>Year One:</p> <ul style="list-style-type: none"> 1 full week at the start of the academic year, then one day per week for the remainder of the academic year. <p>Year Two:</p> <ul style="list-style-type: none"> Workshops
Duration	<p>2 Years.</p> <p>May Exit after year 1 with Postgraduate Diploma or progress and complete Year Two to attain MSc in Specialist Nursing.</p> <p>*The MSc Renal Programme is the only programme that facilitates modular learning (please refer to page 86)</p>
Venue	<ul style="list-style-type: none"> TCD School of Nursing & Midwifery. CLD Tallaght University Hospital, Dublin 24. CLD St. James's Hospital, Dublin 8.
Method of Booking	<p>Two Application Procedures :</p> <ol style="list-style-type: none"> Tallaght University Hospital <ol style="list-style-type: none"> For study leave and funding via :- http://intranet.amnch.ie/tuheforms/eforms/Pages/StudyLeaveAndFunding.aspx Interview Applications To TCD Via :-Http://Tinyurl.Com/Tcdapplication <p>*(Do not apply to TCD until your application is approved by the Hospital)</p>





Aim & Learning Outcomes:	<ul style="list-style-type: none"> • This course aims to empower managers to effectively manage attendance. • This practically-orientated training is designed to provide managers with an understanding of absenteeism, it's causes and costs; knowledge of the key legal and procedural issues; actions a manager can take to deal with late attendance and different patterns of absences; and the means to create an attendance culture
Content:	<ul style="list-style-type: none"> • Role of the manager in managing absenteeism • Costs of absenteeism • Legislation as it applies to absenteeism • Dealing with persistent short-term absences • Managing sick absences effectively • Dealing with late attendance, different patterns of absence & long-term absence • Informal counselling/advisory meetings • Handling return to work discussions • Linking absenteeism with disciplinary procedures • The role of Occupational Health & Wellbeing Dept. • Promoting a culture of attendance
Target Audience:	<ul style="list-style-type: none"> • Managers
Programme Requirements:	<ul style="list-style-type: none"> • N/A
Assessment:	<ul style="list-style-type: none"> • N/A
Level of Learning:	<ul style="list-style-type: none"> • N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No
Number of Participants:	<ul style="list-style-type: none"> • 15
Facilitator:	<ul style="list-style-type: none"> • HR Department
Cost:	<ul style="list-style-type: none"> • N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station	Please refer to TUH Learning Station	1.5 Hours	Centre for Learning & Development	TUH Learning Station via: www.hseland.ie (Module ID: MOD-0481)

Change Management - Classroom

Aim & Learning Outcomes:	<p>At the end of this one day education programme, participants will:</p> <ul style="list-style-type: none"> • Appreciate the importance of vision & strategy in the change process. • Realise the importance of early and careful communication. • Have learned about creating buy-in, acceptance and engagement of those in the change process. • Have learned skills to implement change by managing resistance and conflict. • Understand the factors necessary to ensure the change process is successful
Content:	<ul style="list-style-type: none"> • Understanding change/types of change • Conditions needed for change • Classic stages of change • Communication skills for change (communicating change and creating buy-in) • Conflict management (resistance to change) • Vision & strategy for leading change (what success will look like and strategies for successful implementation and removing obstacles to change) • Impacts on systems, structures and policies
Target Audience:	<ul style="list-style-type: none"> • Line managers and staff from all directorates who are leading on or implementing change in their services.
Programme Requirements:	<ul style="list-style-type: none"> • N/A
Assessment:	<ul style="list-style-type: none"> • N/A
Level of Learning:	<ul style="list-style-type: none"> • N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No
Number of Participants:	<ul style="list-style-type: none"> • 15
Facilitator:	<ul style="list-style-type: none"> • Mary Hickey / Averil Larke
Cost:	<ul style="list-style-type: none"> • N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station	09.00-17.00	1 Day	Centre for Learning & Development	TUH Learning Station via: www.hseland.ie (Module ID: MOD-2165)

Conflict Management and Resolution Workshop – Classroom / Virtual

Aim & Learning Outcomes:	<p>On completion of the programme, participants will be able to:</p> <ul style="list-style-type: none"> • To have a greater understanding of how conflict arises, your response to conflict and how to manage conflict effectively. • Understand the dynamics of conflict and how the five handling styles manifest in a conflict situation. • Understand that conflict is normal and that a person's values, needs and identity play a key role in responding to conflict. • Identify key constructive behaviours in managing conflict, particularly in deescalating emotions and engaging with resistant or defensiveness from another person. • Understand your own preferences for responding to conflict. • To have a greater understanding of what you can do to negotiate influentially to enhance your management of conflict.
Content:	<ul style="list-style-type: none"> • Gain an understanding of conflict. • Gain an understanding of key constructive behaviours to manage conflict, particularly in deescalating emotions and engaging with resistant or defensiveness from another person. • Gain an understanding of conflict resolution.
Target Audience:	<ul style="list-style-type: none"> • All hospital staff
Programme Requirements:	<ul style="list-style-type: none"> • Pre course work
Assessment:	<ul style="list-style-type: none"> • None
Level of Learning:	<ul style="list-style-type: none"> • None
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No
Number of Participants:	<ul style="list-style-type: none"> • 15
Co-ordinator:	<ul style="list-style-type: none"> • Centre for Learning & Development
Cost:	<ul style="list-style-type: none"> • No Fee – Tallaght University Hospital Employee

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station	09.00-13.00	3.5 hours	Face to Face Classroom or Virtual Classroom	TUH Learning Station via: www.hseland.ie (Classroom - Module ID: MOD-0372) (Virtual Classroom: Module ID: MOD-4774)

Conducting Investigations - Trust in Care

Aim & Learning Outcomes:	<p>On completion of the programme, participants will be able to:</p> <ul style="list-style-type: none"> • Understand the current best practice approach to dealing with issues in the area of conducting investigations under the Trust in Care Policy • Be able to conduct fair and impartial investigations under the Trust in Care Policy • Understand the need for fair procedures when conducting such investigations • Be able to write clear and concise investigation reports • Understand the key interpersonal skills required of the investigator • Ensure that the organisation is compliant with the Trust in Care Policy when carrying out investigations
Content:	<ul style="list-style-type: none"> • There are a number of activities and case studies as part of the course to ensure that the key knowledge and skills are practiced. • Participants are encouraged to express their views and experiences. Case studies and exercises will be used to ensure a practical understanding of each topic
Target Audience:	<ul style="list-style-type: none"> • Senior Managers of clinical and non-clinical teams who have contact with patients as part of their roles. • HR Business Partners.
Programme Requirements:	<ul style="list-style-type: none"> • N/A
Assessment:	<ul style="list-style-type: none"> • N/A
Level of Learning:	<ul style="list-style-type: none"> • N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No
Number of Participants:	<ul style="list-style-type: none"> • 20
Facilitator:	<ul style="list-style-type: none"> • IBEC
Cost:	<ul style="list-style-type: none"> • N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station	09.00-17.00	1 Day	Centre for Learning & Development	TUH Learning Station via: www.hseland.ie

Corporate Induction Programme for All New Employees - Classroom

<p>Aim & Learning Outcomes:</p>	<p>Aims:</p> <ul style="list-style-type: none"> • To ensure that each employee receives a structured welcome and introduction to the wider organisation followed by a Departmental Induction within a specific timeframe. • To outline the organisation's responsibilities and values • To assist in the promotion of the culture and philosophy of the organisation • To clarify expectations of both employee and employer in relation to codes of conduct, policies and procedures, employee services etc. • To clarify the employee's role and performance expectations • To commence a process of structured feedback on performance • To promote an emphasis on customer/client focus • To promote an environment of effective health, safety and welfare <p>Learning Outcomes:</p> <ul style="list-style-type: none"> • All new employees gain the necessary information to perform their duties to the highest possible standard within the hospital
<p>Content: (Subject to change)</p>	<p><u>Day 1 - For all New Employees (Half Day)</u></p> <ul style="list-style-type: none"> • Welcome & Introduction to the Hospital • Facilities • Welcome from Chief Executive Officer • COVID-19 updates • TUH Learning Station • Fire Training <p><u>Nursing Only</u></p> <ul style="list-style-type: none"> • Haemovigilance • Venepuncture & Cannulation • B Braun Pump Training <p><u>Day 2</u></p> <ul style="list-style-type: none"> • Manual Handling <p><u>Day 3, 4 and 5 (Nursing Only)</u></p> <ul style="list-style-type: none"> • Nursing Documentation <ul style="list-style-type: none"> • Competency & Preceptorship • EWS & Sepsis • CVAD Practical • Glucometer Training • Tissue Viability – PUTZ and Skin Bundle • Intravenous Medication Administration including Competency Document Review
<p>Corporate Induction Programme Target Audience:</p>	<ul style="list-style-type: none"> • All new employees
<p>Programme Requirements:</p>	<ul style="list-style-type: none"> • New employee to the Hospital

Assessment:	<ul style="list-style-type: none"> N/A
Level of Learning:	<ul style="list-style-type: none"> N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> Yes, for all new employees
Number of Participants:	<ul style="list-style-type: none"> No restrictions
Facilitator:	<ul style="list-style-type: none"> Marie Costello 01-414 2347 (All Others) & Deirdre Fullam - 01-414 2198 (Nursing only)
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Monthly		1 – 5 days depending on role	Centre for Learning & Development	TUH Learning Station via: www.hseland.ie

Customer Care – Classroom / Virtual

Aim & Learning Outcomes:	<p>On completion of the programme, participants will be able to:</p> <ul style="list-style-type: none"> • To embed a positive customer care relationship within Tallaght University Hospital. • Understand your role and impact on patient/client service. • Understand effective communication skills face to face and telephone communication skills. • Understand assertive communication skills. • Recognise when difficulties are arising and the best way to deal with them. • Develop the skills to deal with customer complaints
Content:	<ul style="list-style-type: none"> • Gain an understanding of patient/client needs and expectations of the service. • Gain an understanding of effective communication skills. • Gain an insight into techniques for managing difficult interactions. • Gain assertive communication skills
Target Audience:	<ul style="list-style-type: none"> • All staff
Programme Requirements:	<ul style="list-style-type: none"> • None
Assessment:	<ul style="list-style-type: none"> • Informal
Level of Learning:	<ul style="list-style-type: none"> • N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No
Number of Participants:	<ul style="list-style-type: none"> • 15
Co-ordinator:	<ul style="list-style-type: none"> • Centre for Learning & Development
Cost:	<ul style="list-style-type: none"> • None

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station	Please refer to TUH Learning Station	3.5 hrs	Centre for Learning & Development	TUH Learning Station via: www.hseland.ie (Classroom Module ID: MOD-0668) (Virtual Classroom Module ID – MOD6525)

Dignity at Work – eLearning Programme

Aim & Learning Outcomes:	E-learning Module 5 people Management – The Legal Framework <ul style="list-style-type: none">• Define bullying, harassment and sexual harassment• Describe the managers role in the Dignity at Work Policy• Guidance on how to communicate the Dignity at Work policy• Explain how to respond promptly and sensitively to complaints• Describe how to resolve issues locally if possible
Content:	<ul style="list-style-type: none">• Explains bullying, harassment and sexual harassment• Managers role in communicating the Dignity at Work policy• Explains the managers role in the Dignity at Work policy• Explains how to deal with complaints and how to resolve issues
Target Audience:	<ul style="list-style-type: none">• All Staff
Programme Requirements:	e-learning: Module 5 People Management – The Legal Framework <ul style="list-style-type: none">• https://www.hseland.ie
Assessment:	<ul style="list-style-type: none">• None
Level of Learning:	<ul style="list-style-type: none">• N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none">• No
Number of Participants:	<ul style="list-style-type: none">• N/A
Host:	<ul style="list-style-type: none">• Hseland
Cost:	<ul style="list-style-type: none">• N/A

Method of Booking:

TUH Learning Station via: www.hseland.ie

Effective Remote Working – Virtual Classroom

Aim & Learning Outcomes:	<p>Aim:</p> <ul style="list-style-type: none"> This virtual classroom, is designed to help you effectively manage remote working. <p>Learning Outcomes:</p> <ul style="list-style-type: none"> Consider how to re-clarify your priorities when working remotely Review different tools and methods for maximising focus Understand how to plan for effectiveness and minimise distractions
Target Audience:	<ul style="list-style-type: none"> All TUH Staff
Programme Requirements:	<ul style="list-style-type: none"> N/A
Assessment:	<ul style="list-style-type: none"> N/A
Level of Learning:	<ul style="list-style-type: none"> N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number of Participants:	<ul style="list-style-type: none"> 10
Facilitator:	<ul style="list-style-type: none"> External
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station		1 Hour	Virtual Classroom	TUH Learning Station via: www.hseland.ie (Module ID: MOD-4067)

Employee Wellbeing – Classroom & Podcast/Virtual

Aim & Learning Outcomes:	Staff are the Hospital's most important asset and, as professionals working in a demanding and challenging environment, coupled with the additional challenges of a tough economic climate, it is beneficial for us to take time out for our own development.
Content:	<ul style="list-style-type: none"> Lunch Time presentations on a variety of topics to enhance employee wellbeing
Target Audience:	<ul style="list-style-type: none"> All Tallaght University Hospital Staff
Programme Requirements:	<ul style="list-style-type: none"> None
Assessment:	<ul style="list-style-type: none"> N/A
Level of Learning:	<ul style="list-style-type: none"> N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Is the Programme open to Non Hospital Staff	<ul style="list-style-type: none"> No
Number of Participants	<ul style="list-style-type: none"> Varies
Co-ordinator:	<ul style="list-style-type: none"> Centre for Learning & Development
Cost	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Monthly	Lunchtime	45 mins to 1 hr	Centre for Learning & Development	For information contact: Karen.robinson2@tuh.ie or Victoria.jones@tuh.ie



Introduction to Clinical Leadership – National Programme

Aim & Learning Outcomes:	<ul style="list-style-type: none"> This one day programme will introduce healthcare professionals to clinical leadership. It will support the participant to explore their core values and encourage them to realize their potential as leaders of care in clinical practice.
Content:	<p>At the end of the module you should be able to:</p> <ul style="list-style-type: none"> Explore their understanding of the core concepts of clinical leadership o Identify their personal and organisational values and understand how these can impact on care delivery o Build confidence by cultivating a greater understanding of communication skills and influence o Understand resilience by finding the balance between responsibility and self-care o Increase awareness of the Clinical Leadership Competency Framework resource to guide further individual leadership development
Target Audience:	<ul style="list-style-type: none"> Healthcare professionals with a specific interest in attending an introductory leadership development programme.
Programme Requirements:	<ul style="list-style-type: none"> N/A
Assessment:	<ul style="list-style-type: none"> N/A
Level of Learning:	<ul style="list-style-type: none"> N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number of Participants:	<ul style="list-style-type: none"> Min 6, max 16
Facilitator:	<ul style="list-style-type: none"> Deirdre Halford, Centre for Learning & Development
Cost:	<ul style="list-style-type: none"> No fee – Tallaght University Staff

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station	TBC	8 hrs	Centre for Learning & Development	TUH Learning Station via: www.hseland.ie (Module ID: MOD-2854)

LivingWorks Start – Suicide Prevention Skills Online

Aim & Learning Outcomes:	<p>LivingWorks Start is a powerful, interactive experience. You will:</p> <ul style="list-style-type: none"> • Learn the TASC model: <ul style="list-style-type: none"> ○ Tune in to the possibility of suicide ○ Ask about suicide ○ State that suicide is serious ○ Connect to help • Have increased knowledge of the resources available to keep someone safe
Content:	<p>LivingWorks Start helps participants to identify people who are at risk, confidently ask them about the topic of suicide and connect them with resources that can help them stay safe.</p> <p>It is a level 2 alertness skills programme and not as advanced as safeTALK or the two-day intervention skills workshop, ASIST.</p> <p>Steps in suicide prevention training:</p> <ul style="list-style-type: none"> • Step 1: General Awareness • Step 2: Alertness Skills • Step 3: Intervention Skills • Step 4: Assessment and Management Skills
Target Audience:	<ul style="list-style-type: none"> • This programme is suitable for anyone over the age of 18 who wants to help prevent suicide and is prepared to become more suicide alert.
Programme Requirements:	<ul style="list-style-type: none"> • N/A
Assessment:	<ul style="list-style-type: none"> • N/A
Level of Learning:	<ul style="list-style-type: none"> • N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No
Number of Participants:	<ul style="list-style-type: none"> • N/A
Facilitator:	<ul style="list-style-type: none"> • National Office for Suicide Prevention (NOSP)
Cost:	<ul style="list-style-type: none"> • N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
N/A	N/A	90 Minutes	Online	Visit www.nosp.ie/training to register for LivingWorks START Suicide Prevention Skills Online, you will be issued with a free licence to access the programme.



Managing Poor Performance up to and including Disciplinary Investigations – Classroom / Virtual

Aim & Learning Outcomes:	<p>On completion of the programme, participants will be able to:</p> <ul style="list-style-type: none"> • Understand how to deal with poor performance • Understand the rules of natural justice and the implications they have for any investigation • Deal with queries and questions on each of the covered topics • Critically analyse current disciplinary policies and procedures • Understand the current best practice approach to dealing with issues in the area of discipline and dismissal • Know the legislative background to disciplining and the relationship between the unfair dismissals legislation, the equality legislation, industrial relations and any other relevant piece of legislation • Understand current case law and be aware of new issues that are arising almost daily • Deal with all of the aspects of managing poor performance up to and including disciplinary procedure and dismissal.
Content:	<ul style="list-style-type: none"> • Disciplinary Hearings • Discriminatory Dismissals • Dealing with Gross Misconduct
Target Audience:	<ul style="list-style-type: none"> • Senior Line Managers and Business Partners.
Programme Requirements:	<ul style="list-style-type: none"> • N/A
Assessment:	<ul style="list-style-type: none"> • N/A
Level of Learning:	<ul style="list-style-type: none"> • N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No
Number of Participants:	<ul style="list-style-type: none"> • 20
Facilitator:	<ul style="list-style-type: none"> • IBEC
Cost:	<ul style="list-style-type: none"> • N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station	09.00-17.00	1 Day	Centre for Learning & Development	TUH Learning Station via: www.hseland.ie (Classroom - Module ID: - MOD-1954) (Virtual Classroom Module ID – MOD-5774)

National Healthcare Communications Programme – Module 1 – Making Connections – Classroom / Virtual

Aim & Learning Outcomes:	<ul style="list-style-type: none"> This programme is designed to support healthcare staff to take skilled, sensitive and person-centred approach to all conversations with patients, their families and with colleagues. The programme is underpinned by the core values of Care, Compassion, Trust and Learning.
Content:	<p>At the end of the module you should be able to:</p> <ul style="list-style-type: none"> Understand that patient-centred communication requires skills based approach. Recognise the impact of nonverbal and verbal behaviour in building a relationship with the patient and on the patient experience. Describe and demonstrate skills in building rapport. Recognise the consequences of active listening on the patient experience. Describe and demonstrate skills in active listening.
Target Audience:	<ul style="list-style-type: none"> All TUH Staff
Programme Requirements:	<ul style="list-style-type: none"> N/A
Assessment:	<ul style="list-style-type: none"> N/A
Level of Learning:	<ul style="list-style-type: none"> N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number of Participants:	<ul style="list-style-type: none"> Min 6, max 15
Facilitator:	<ul style="list-style-type: none"> Deirdre Halford, Centre for Learning & Development
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
15th September, 5th October, 27th October, 18th November, 8th December	09:00 – 10:30	1.5 hrs	Centre for Learning & Development	TUH Learning Station via: www.hseland.ie (Module ID: MOD-1051)
Please refer to TUH Learning Station for 2022 dates				

National Healthcare Communications Programme - Module 2 - Core Consultation skills – Classroom / Virtual

Aim & Learning Outcomes:	<ul style="list-style-type: none"> This Module builds on Module 1 ‘Making Connections’ and introduces participants to the Calgary-Cambridge Guide, a five-stage consultation model, which is very patient centred. The Model is practical and incorporates the physical, psychological and social aspects of the Consultation
Content:	<p>At the end of this module you should be able to:</p> <ul style="list-style-type: none"> Describe a structure for the generic consultation and identify the preferred model; Describe and demonstrate the skills required for getting the consultation off to a good start, gathering information from and providing information to patients and their families; Reflect on and identify key skills you wish to practice to enhance your core consultation skills.
Target Audience:	<ul style="list-style-type: none"> Doctors Nurses and HSCP’s who have completed Module 1 “Making Connections” and re directly involved in patient/client consultations
Programme Requirements:	<ul style="list-style-type: none"> To have completed Module 1 “Making Connections”
Assessment:	<ul style="list-style-type: none"> N/A
Level of Learning:	<ul style="list-style-type: none"> 5 CPD Credits
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number of Participants:	<ul style="list-style-type: none"> Min 6, max 15
Facilitator:	<ul style="list-style-type: none"> Deirdre Halford, Centre for Learning & Development
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
5th October, 8th December Please refer to TUH Learning Station for 2022 dates	11:00 – 14:30	3 hrs	Centre for Learning & Development	TUH Learning Station via: www.hseland.ie (Module ID MOD-1831):

National Healthcare Communications Programme – Module 4 – Communicating with colleagues and promoting team work – Classroom / Virtual

Aim & Learning Outcomes:	<ul style="list-style-type: none"> This skill-building workshop is designed to enhance the ability of participants to communicate effectively with members of an inter-professional health care team.
Content:	<p>At the end of this module you should be able to:</p> <ul style="list-style-type: none"> Identify your own preferred communication style and consider the styles of your colleagues; Identify and discuss the core components to collaborative team – based healthcare; Describe the key skills and principles of handover; Demonstrate these principles using the ISBAR3 tool.
Target Audience:	<ul style="list-style-type: none"> Doctors Nurses and HSCP's who are directly involved in patient/client consultations
Programme Requirements:	<ul style="list-style-type: none"> N/A
Assessment:	<ul style="list-style-type: none"> N/A
Level of Learning:	<ul style="list-style-type: none"> 5 CPD Credits
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number of Participants:	<ul style="list-style-type: none"> Min 6, max 15
Facilitator:	<ul style="list-style-type: none"> Deirdre Halford, Centre for Learning & Development
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
10th November Please refer to TUH Learning Station for 2022 dates	09:00 – 13:00	4 hrs	Centre for Learning & Development	TUH Learning Station via: www.hseland.ie (Module ID: - MOD-5935)

OnBoard@TUH Hub – eLearning Programme

Aim & Learning Outcomes:	<ul style="list-style-type: none"> Onboarding Hub to support all new staff to integrate into TUH.
Content:	<ul style="list-style-type: none"> 12 Themes
Target Audience:	<ul style="list-style-type: none"> All new staff in TUH
Programme Requirements:	<ul style="list-style-type: none"> Accessible to all new staff on www.hseland.ie New staff must register as 'guest' on Learning Station then register as a TUH/CHI at Tallaght employee as soon as personnel number available.
Assessment:	<ul style="list-style-type: none"> Short assessment to be completed within two months of starting in post. New staff to engage in Themes 1-3 in advance of start date and Themes 9-12 within first two months in post.
Level of Learning:	<ul style="list-style-type: none"> Not applicable
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> Not mandatory
Number of Participants:	<ul style="list-style-type: none"> Not applicable
Facilitator:	<ul style="list-style-type: none"> Marie Costello/Tom Martin
Cost:	<ul style="list-style-type: none"> Not applicable

Date:	Time:	Duration:	Venue:	Method of Booking:
N/A	N/A	N/A	www.hseland.ie	Click on 'Hubs' then click on OnBoard@TUH icon



Patient Advice & Liaison Service – Dealing with Complaints- Classroom / Virtual

Aim & Learning Outcomes:	<ul style="list-style-type: none"> • Components of Patient Advocacy Department • Role of the Complaints Manager • Complaints Process and what the complainant can expect • Facts and figures in relation to complaints • Advice for staff whilst dealing with complaints • Patient Advocacy • Service User Engagement • Office of the Ombudsman • Questions
Content:	<ul style="list-style-type: none"> • Components of Patient Advocacy Department • Role of the Complaints Manager • Complaints Process and what the complainant can expect • Facts and figures in relation to complaints • Advice for staff whilst dealing with complaints • Patient Advocacy • Service User Engagement • Office of the Ombudsman • Questions
Target Audience:	<ul style="list-style-type: none"> • All Staff
Programme Requirements:	<ul style="list-style-type: none"> • None
Assessment:	<ul style="list-style-type: none"> • None
Level of Learning:	<ul style="list-style-type: none"> • N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No
Number of Participants:	<ul style="list-style-type: none"> • Approximately 20
Facilitator:	<ul style="list-style-type: none"> • Carol Mullins
Cost:	<ul style="list-style-type: none"> • N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station	TBC	1 Hr	Centre for Learning & Development	TUH Learning Station via: www.hseland.ie (Classroom Module ID: MOD-0264) (Virtual Classroom Module ID: MOD 5666)

Patient Advice & Liaison Service - How to Investigate & Respond to a Complaint – Classroom / Virtual

Aim & Learning Outcomes:	<ul style="list-style-type: none"> • How to investigate a complaint • How to provide a professional comprehensive response to a complaint
Content:	<ul style="list-style-type: none"> • Patient Advice & Liaison Service • Assessing the complaint • Patient Story • Gathering Information • Determine Sequence of Events • Reporting Findings • Tips when responding to a complaint • Compiling Letter of Response • Questions
Target Audience:	<ul style="list-style-type: none"> • Front Line Managers and Heads of Department
Programme Requirements:	<ul style="list-style-type: none"> • None
Assessment:	<ul style="list-style-type: none"> • None
Level of Learning:	<ul style="list-style-type: none"> • N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No
Number of Participants:	<ul style="list-style-type: none"> • Approximately 20
Facilitator:	<ul style="list-style-type: none"> • Carol Mullins
Cost:	<ul style="list-style-type: none"> • N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH learning station	TBC	1 hr	Centre for Learning & Development	TUH Learning Station via: www.hseland.ie (Classroom Module ID: MOD-2848) (Virtual Classroom Module ID: MOD-5668)

Quality Conversations – Staff Engagement and Promoting Dignity & Respect in the Workplace – Classroom / Virtual

Aim & Learning Outcomes:	<ul style="list-style-type: none"> Promote positive working relationships between hospital staff, their colleagues and their managers.
Content:	<ul style="list-style-type: none"> Introductions and Objectives Dignity & Respect: Avoiding Incidents of Bullying/Harassment The need for Quality Conversations; Links to Patient Care & Hospital Values The Impact of Communication Styles Increasing Self-Awareness and Working with Different Behaviours Core Skills: Reflective Listening, Quality Questions and Non-Verbal Behaviour Giving & Receiving Feedback It's not what you say, it's the way that you say it Handling Under-Performance via Open/Honest Conversations
Target Audience:	<ul style="list-style-type: none"> All Staff
Programme Requirements:	<ul style="list-style-type: none"> N/A
Assessment:	<ul style="list-style-type: none"> N/A
Level of Learning:	<ul style="list-style-type: none"> N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number of Participants:	<ul style="list-style-type: none"> 20 per session
Co-ordinator:	<ul style="list-style-type: none"> Centre for Learning & Development
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station	TBC	3.5 Hrs	Centre for Learning & Development	TUH Learning Station via: www.hseland.ie (Classroom Module ID: MOD-0266) (Virtual Classroom Module ID: 6518)

Recruitment & Interviewing Education Programme – Classroom / Virtual

Aim & Learning Outcomes:	<ul style="list-style-type: none"> Managers to have increase confidence in the recruitment process. To gain knowledge, comprehension and analyse key interviewer skills tips and techniques. The ability to identify key pertinent elements of employment law. “Refresh” core interview skills to build confidence around being involved in effective interview panels. Review & practice probing competency based interviewing methods. Understand relevant elements of employment law, specifically the right & “wrong” questions to use in interviews. Clarify the importance of line manager’s involvement in recruitment processes. 	
Content	<ul style="list-style-type: none"> Preparation Job descriptions, person specification, TUH process questioning Types of question, funnelling technique/ STARs, lookouts, & Poor questions 	<ul style="list-style-type: none"> Types of listening, body language, taking notes Evaluation Marking, comparing candidates Recognising and managing unconscious bias
Target Audience:	<ul style="list-style-type: none"> All managers involved in recruitment 	
Programme Requirements:	<ul style="list-style-type: none"> N/A 	
Assessment:	<ul style="list-style-type: none"> N/A 	
Level of Learning:	<ul style="list-style-type: none"> N/A 	
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> Yes – for all managers involved in recruitment 	
Number of Participants:	<ul style="list-style-type: none"> Maximum 20 	
Co-ordinator:	<ul style="list-style-type: none"> Centre for Learning & Development 	
Cost:	<ul style="list-style-type: none"> N/A 	

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station	0900-1600	1 Day	Centre for Learning & Development	TUH Learning Station via: www.hseland.ie (Classroom Module ID: MOD-0752) (Virtual Classroom Module ID: MOD-6516)

Retirement Planning Course – Classroom / Virtual Classroom

Aim & Learning Outcomes:	<ul style="list-style-type: none"> • Deal with the aspects of change for the individual in retirement. • Help dispel myths around retirement. • Increase peoples levels of self-awareness as they approach retirement. • Build self-esteem and confidence in managing retirement transition. • Address financial issues and concerns that arise in retirement. • Increase awareness of health issues as we grow older. • Support people in developing their own personal plan for retirement
Content:	<ul style="list-style-type: none"> • Compiled by Retirement & Life Planning
Target Audience:	<ul style="list-style-type: none"> • All staff approaching retirement
Programme Requirements:	<ul style="list-style-type: none"> • N/A
Assessment:	<ul style="list-style-type: none"> • N/A
Level of Learning:	<ul style="list-style-type: none"> • N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No
Number of Participants:	<ul style="list-style-type: none"> • Maximum 20 per course
Co-ordinator:	<ul style="list-style-type: none"> • Sinead Fagan
Cost	<ul style="list-style-type: none"> • N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
15 th /16 th November 2021 Spring 2022 TBC	0900-16:00	2 full days	Centre for Learning & Development	Contact: Sinead Fagan sinead.fagan@tuh.ie

Supporting Managers in Leading Remote Teams

Aim & Learning Outcomes:	<p>Learning Outcomes: On completion of the learning session, participants will be able to:</p> <ul style="list-style-type: none"> • Understand the essential ingredients to sustainable Remote Working practices • Have access to techniques and tools to devise suitable Time Management routines • Be aware of Remote Working demotivation and stress traps • Transition Performance Management from direct to mediated communication <p>The programme is delivered as a Webinar, with guided interaction to facilitate engagement by attendees. The facilitator will present relevant content to address key learning points. A programme coordinator will assist in ensuring that closing Q&A is effective. Case studies and further material will be provided before and after the programme. Reflecting learning (journal) will be encouraged.</p>
Target Audience:	<ul style="list-style-type: none"> • Management Teams: Line Managers, Supervisors, Senior Managers
Programme Requirements:	<ul style="list-style-type: none"> • N/A
Assessment:	<ul style="list-style-type: none"> • N/A
Level of Learning:	<ul style="list-style-type: none"> • N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No
Number of Participants:	<ul style="list-style-type: none"> • 15
Facilitator:	<ul style="list-style-type: none"> • External
Cost:	<ul style="list-style-type: none"> • N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station		2 hours	Virtual Classroom	TUH Learning Station via: www.hseland.ie (Module ID: MOD-4614)

Virtual Communication Skills: Engaging Patients Remotely

Aim & Learning Outcomes:	<p>By the end of the 45 min, remotely delivered sessions, the delegates will have;</p> <ul style="list-style-type: none"> • Agreed practical ways to be as effective as possible when communicating remotely; before, during and after an interaction. • Covered tangible ways to build rapport and provide support to patients via the telephone or video call, agreeing together the best approach to ensure hospital visits are kept to a minimum during the pandemic. • Specially, the HCPs will be asked to reflect on individual patients and how the tips and techniques will allow them to have positive impact and ultimately motivate them remain engaged with services remotely
Target Audience:	<ul style="list-style-type: none"> • Advanced Nurse Practitioners • Clinical Nurse Specialists • Health & Social Care Professionals • Non Consultant Hospital Doctors
Programme Requirements:	<ul style="list-style-type: none"> • N/A
Assessment:	<ul style="list-style-type: none"> • N/A
Level of Learning:	<ul style="list-style-type: none"> • N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No
Number of Participants:	<ul style="list-style-type: none"> • 15
Facilitator:	<ul style="list-style-type: none"> • External
Cost:	<ul style="list-style-type: none"> • N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station		1 hour	Virtual Classroom	TUH Learning Station via: www.hseland.ie (Module ID: MOD-3655)

TUH Leadership Academy

Modern health care delivery is constantly evolving. Effective leadership is key in supporting people and teams to respond to changing needs and ensure the delivery of high quality, evidence based care and services to our patients. The TUH Leadership Academy offers of a number of programmes to support leaders and people managers in their roles in the Hospital:

1. An Introduction to Leadership and People Management

The aim of this programme is to assist and support individuals across all grade categories and disciplines that are taking up managerial roles in Tallaght University Hospital for the first time.

2. Advanced Leadership Development Programme

The aim of this 3 day education programme is to further enhance the leadership skills of experienced people managers in the Hospital. Participants must be at Grade V, VI or VII, CNM1, 2 or 3 or equivalent grade. Participants must have undertaken either the TUH 'Introduction to the Roles and Responsibilities of People Managers' programme or the TUH 'Introduction to Leadership and People Management' programme previously.

3. Meath Foundation/TUH Fellowships: Master's Degree Programmes

The Meath Foundation and TUH MSc fellowships provide an opportunity for Tallaght University Hospital staff to enable change within the hospital, to empower staff and develop their leadership potential, to improve efficiency and to contribute to the development of Tallaght University Hospital as a provider of best quality healthcare services.

The Masters programmes below are tailored specifically for healthcare. Although grounded in up-to-date academic research, courses are flexible and practical. Students learn to analyse complex organisational and managerial problems and deploy a broad range of management tools to identify and assess solutions. The practical application of learning is emphasised.

4. TUH Coaching Programme

Coaching is a one-to-one, private, confidential and practical approach to personal and professional development. It is available to all staff on request.

5. Mentoring

The aim of this to introduce participants to the mentoring process and equip mentors with the knowledge and skill to support the development of a working mentoring relationship.



The Meath Foundation Fondúireacht Na Mí

Healthcare Research, Education, Quality Improvement
& Arts in Health at Tallaght University Hospital

An Introduction to Leadership and People Management – Classroom



Aim & Learning Outcomes:	<ul style="list-style-type: none"> To assist and support individuals, across all grade categories and disciplines, that are taking up managerial roles within Tallaght University Hospital for the first time. Increased knowledge of and confidence in using a range of management skills Increased self-knowledge in terms of strengths and weaknesses Developed interpersonal skills
Content:	<ul style="list-style-type: none"> Key management skill. Role clarification, self-assessment, delegation Leadership; setting limits, getting organised, saying no Supervision : purpose, benefits and difficulties, structures and contract, supervision policy, developing skills: practice & feedback, blocks to supervision, Review of current supervision experience and practice. Dealing with difficulties; poor performance, dealing with poor performance. Coaching – Bridging Interviews – Personal development planning
Target Audience:	<ul style="list-style-type: none"> Managers appointed to their first management role Any manager wishing to refresh his/her foundation skills
Programme Requirements:	<p>IMPORTANT NOTE - The 2 eLearning programmes listed below must be completed in advance of attending the face to face session. Certs to be emailed to tom.martin@tuh.ie</p> <ul style="list-style-type: none"> Equality and Diversity Managing Health and Safety in the Healthcare Setting <p>Please note that attendees must also read the resources relating to 'People Management: the Legal Framework' which are available in the Leadership Development Hub.</p> <p>To view these resources please Access the Leadership Development Hub from the Hubs page in Learning Station/HSELand.</p> <p>The 'People Management: the Legal Framework' page is available under the 'Management Development' menu.</p>
Assessment:	<ul style="list-style-type: none"> N/A
Level of Learning:	<ul style="list-style-type: none"> N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> Yes, this programme is mandatory for new and newly promoted people managers in TUH
Number of Participants:	<ul style="list-style-type: none"> 20
Co-ordinator:	<ul style="list-style-type: none"> Tom Martin – tom.martin@tuh.ie
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station	8.30-16.30	3 Days compulsory attendance	Centre for Learning & Development	TUH Learning Station via: www.hseland.ie (Module ID: MOD-0316) Contact: tom.martin@tuh.ie



Aim & Learning Outcomes:	<ul style="list-style-type: none"> The aim of this 3 day education programme is to further enhance the leadership skills of experienced people managers in the Hospital. Workshop 1 Learning Outcomes: Develop deeper understanding of preferred leadership style and impact and of the emotional needs, drivers and biases underpinning these preferences. Workshop 2 Learning Outcomes: Develop deeper understanding of how self and others change. Understand the importance of building a network and managing key stakeholder relationships. Workshop 3 Learning Outcomes: Further develop understanding of how to develop effective teams and manage challenging interpersonal interactions.
Content:	<ul style="list-style-type: none"> The role of the leader and manager Developing Presence and Impact. Developing Personal Branding. Goal planning. Being effective in change. A Systemic View of Leadership: a leader's role. Influencing and relationships. Building and leading effective teams.
Target Audience:	<ul style="list-style-type: none"> Experienced managers in TUH; see programme requirements
Programme Requirements:	<p>Participants must be at Grade V, VI or VII, CNM1, 2 or 3 or equivalent grade. Participants must have undertaken either the TUH 'Introduction to the Roles and Responsibilities of People Managers' programme or the TUH 'Introduction to Leadership and People Management' programme previously.</p>
Assessment:	<ul style="list-style-type: none"> N/A
Level of Learning:	<ul style="list-style-type: none"> N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No, however this programme is recommended for TUH managers at Grade VI or VII, CNM2 or 3 or equivalent grades
Number of Participants:	<ul style="list-style-type: none"> 20
Co-ordinator:	<ul style="list-style-type: none"> Enquiries to Shauna Ennis shauna.ennis@tuh.ie Programme facilitated by Executive Coaches Eimear Carney and Isolde Norris.
Cost:	<ul style="list-style-type: none"> No fee for TUH/CHI at Tallaght staff

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station	8.30-16.30	3 Days, attendance at all 3 days required	Centre for Learning & Development	Open to mid-level managers in TUH/CHI at Tallaght only. Register your interest via email: info.cld@tuh.ie

Meath Foundation/TUH Fellowships

MSc in Quality, Safety & Risk

MSc in Healthcare Management

MSc in Leadership

Aim & Learning Outcomes:	<ul style="list-style-type: none"> This programme is designed for professionals seeking to significantly develop their leadership capability, increase their self-insight and maximise their impact on others and on their organisations
Content:	<ul style="list-style-type: none"> Year 1: As per Programme Outline Year 2: Action learning sets & change management project.
Target Audience:	<ul style="list-style-type: none"> Candidates for this programme will fulfil the following criteria: The candidate is required to hold a primary degree or equivalent in any subject or Have experience at a senior level with a proven track record in the delivery of high-level projects and/or service delivery Have an awareness of the wider environment for healthcare delivery and be open to working collaboratively to take on an entrenched problem within the system and implement a change management project leading to its successful resolution Have the capacity for handling complexity and uncertainty
Programme Requirements:	<ul style="list-style-type: none"> The programme is subject to a shared funding model being partially sponsored by the Meath Foundation and the Hospital together with a contribution being made by the participants of approx. €2,100 each.
Assessment:	<ul style="list-style-type: none"> Case studies, individual and group assignments, presentations, reports, posters, reflections and change management project.
Level of Learning:	<ul style="list-style-type: none"> Level 9
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number of Participants:	<ul style="list-style-type: none"> 4 Fellowships available
Facilitator:	<ul style="list-style-type: none"> RCSI
Cost:	<ul style="list-style-type: none"> As outlined above

Date:	Time:	Duration:	Venue:	Method of Application:
Please refer to www.rcsi.ie for further information		2 years part time	Royal College of Surgeons Ireland	Further information available from: Shauna.Ennis@tuh.ie



The Meath Foundation Fondúireacht Na Mí

Healthcare Research, Education, Quality Improvement
& Arts in Health at Tallaght University Hospital

TUH Coaching Programme

Aim & Learning Outcomes:	<ul style="list-style-type: none"> • Coaching is a one-to-one, private, confidential and practical approach to personal and professional development. It is available to all staff. • By investing in your own learning & development coaching can unlock your potential to enhance performance. • Provide a platform for Managers to develop their individual leadership capacity. • Understand your strengths and areas for improvement • Work with your coach to strengthen areas for development • Solution driven approach to problem solving • Greater understanding of team dynamics • Coaching can help you to adapt to changing work conditions and circumstances. • Coaching provides you with a safe space to communicate openly and honestly
Content:	<ul style="list-style-type: none"> • A 30 minute “meet & greet will be scheduled by the Coach with coachee. • 3 sessions of 1 to 1.5 hrs duration • It is recommended that this occurs over a period of approximately 2-3 months.
Target Audience:	<ul style="list-style-type: none"> • Participants of the “Introduction to Roles & Responsibilities for People Managers”. • Self-referrals (open to all staff) via the coaching programme email address: coachingprogramme@tuh.ie • Referrals by Management to support performance development
Becoming a Coach	<ul style="list-style-type: none"> • The cost of the Coaching training programme is funded by the individual Directorate’s Learning & Development Budget. This must be supported and approved by Managers and Directors prior to commencement of a recognised training programme. Kingstown College is the preferred provider of Coach training in TUH.
Assessment:	<ul style="list-style-type: none"> • Pre and post programme self-evaluation
Level of Learning:	N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No
Number of Participants:	<ul style="list-style-type: none"> • N/A
Facilitator:	<ul style="list-style-type: none"> • Centre for Learning & Development
Cost:	<ul style="list-style-type: none"> • N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Not applicable	As arranged between Coach/Coachee	1-1.5 Hours X 3 sessions	As arranged between Coach/Coachee	For information email: coachingprogramme@tuh.ie Application form in Leadership Academy section on CLD Intranet page



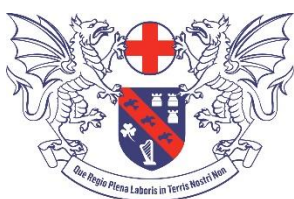
The Meath Foundation Fondúireacht Na Mí

Healthcare Research, Education, Quality Improvement
& Arts in Health at Tallaght University Hospital

Introduction to Mentoring

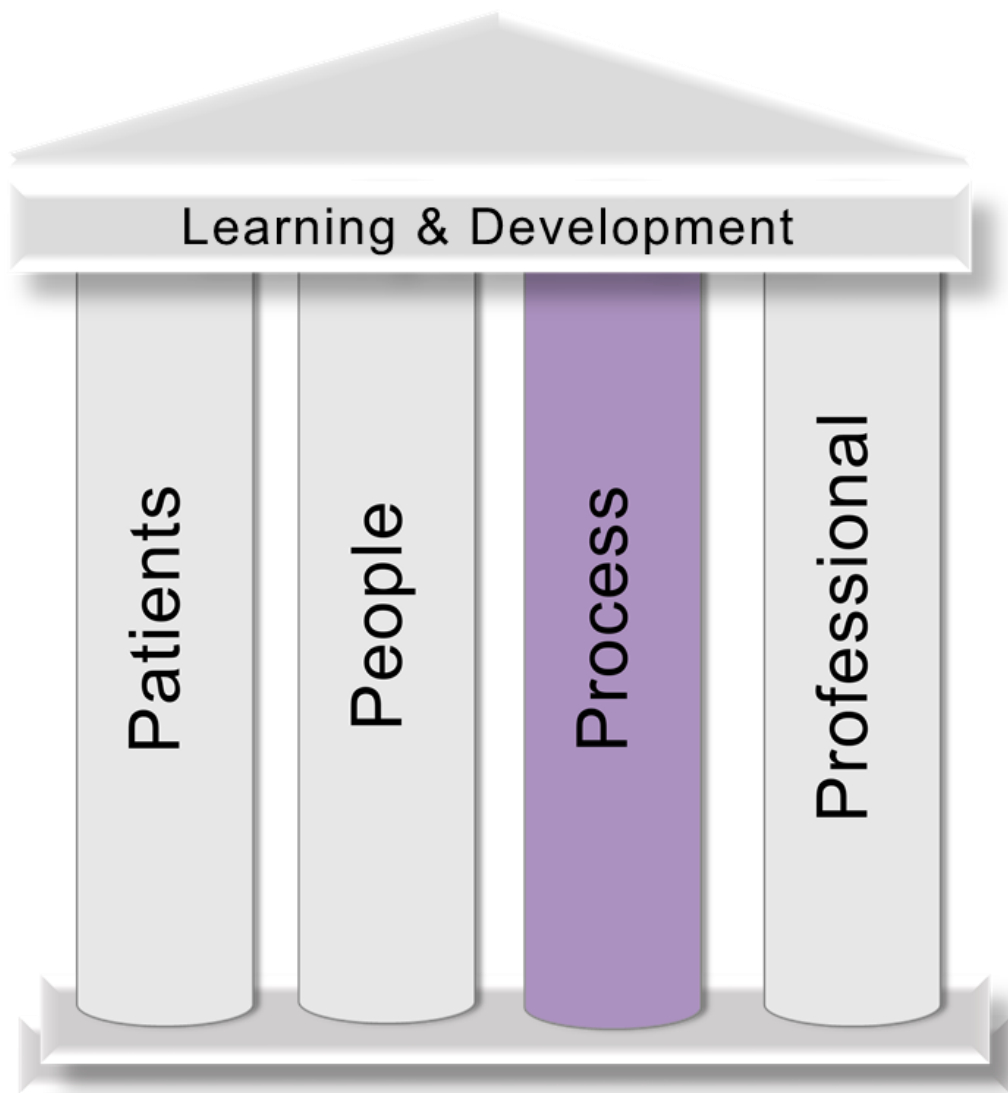
Aim & Learning Outcomes:	<ul style="list-style-type: none"> To introduce participants to the mentoring process & Equip mentors with the knowledge and skill to support the development of a working mentoring relationship
Content:	<ul style="list-style-type: none"> Understanding Self through an awareness of personal values, beliefs and behaviours and use this self-awareness to manage their effectiveness during the mentoring process. Managing the Mentoring Agreement: - Establish and maintain expectations and boundaries within the mentoring agreement. Build and maintain an effective relationship during the mentoring process.
Target Audience:	<ul style="list-style-type: none"> All Staff
Programme Requirements:	<ul style="list-style-type: none"> N/A
Assessment:	<ul style="list-style-type: none"> N/A
Level of Learning:	<ul style="list-style-type: none"> Continued Professional Development
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number of Participants:	<ul style="list-style-type: none"> Min 8
Facilitator:	<ul style="list-style-type: none"> External Facilitator For information email: info.cld@tuh.ie
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station	TBC	3.5 hrs	Classroom or Virtual Classroom	TUH Learning Station via: www.hseland.ie



The Meath Foundation Fondúireacht Na Mí

Healthcare Research, Education, Quality Improvement
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Business Case Preparation - Classroom

Aim & Learning Outcomes:	<ul style="list-style-type: none"> To develop skills in order to create a uniform approach to business case creation throughout the hospital To clarify the requirements of a business case To provide assistance and insight into preparing and writing an effective business case
Content:	<ul style="list-style-type: none"> Business case writing
Target Audience:	<ul style="list-style-type: none"> Any Manager or Supervisor who is required to write a business case
Programme Requirements:	<ul style="list-style-type: none"> None
Assessment:	<ul style="list-style-type: none"> None
Level of Learning:	<ul style="list-style-type: none"> N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number of Participants:	<ul style="list-style-type: none"> Variable
Facilitator:	<ul style="list-style-type: none"> Finance Dept
Cost:	<ul style="list-style-type: none"> No Fee – Tallaght University Hospital Employee

Date:	Time:	Duration:	Venue:	Method of Booking:
Every 2-3 months	TBC	2 hrs	TBC	Please contact Finance Department

CORE – ESS - Classroom

Aim & Learning Outcomes:	To enable participants to record time & attendance and to enable staff to create and maintain rosters <ul style="list-style-type: none"> Participants will be able to utilise the register in/out functionality, view leave balances, book time off , create and maintain rosters
Content:	<ul style="list-style-type: none"> Clock in/out and view work week Book time off and view all leave balances Co-workers leave/absence 12 month roster Roster preferences
Target Audience:	<ul style="list-style-type: none"> N/A
Programme Requirements:	<ul style="list-style-type: none"> N/A
Assessment:	<ul style="list-style-type: none"> N/A
Level of Learning:	<ul style="list-style-type: none"> N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number of Participants:	<ul style="list-style-type: none"> Maximum 20
Facilitator:	<ul style="list-style-type: none"> Marie Costello – contact marie.costello@tuh.ie
Cost:	<ul style="list-style-type: none"> No Fee

Date:	Time:	Duration:	Venue:	Method of Booking:
Monthly based on demand		1 hour	Centre for Learning & Development	TUH Learning Station via: www.hseland.ie

Intranet Site Development – Maintaining Internal (TUH) Websites

Aim & Learning Outcomes:	Ability to confidently edit and maintain an intranet website (E.G. Department/Project/etc.)
Content:	<ul style="list-style-type: none"> • Introduction to SharePoint. • Explanation of site structure for Hospital Intranet • Addition & removal of content • Adding documents • Adding images • Editing text. • Using announcements • Navigation • eForms
Target Audience:	All responsible for the addition, update and removal of content from an internal website (i.e. intranet site)
Programme Requirements:	Access to a dedicated PC where intranet work to take place
Assessment:	<ul style="list-style-type: none"> • None
Level of Learning:	<ul style="list-style-type: none"> • None required (however persons must be authorised to edit their own department pages).
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No
Number of Participants:	<ul style="list-style-type: none"> • 1 – 4 at desk or in training facility/Room
Facilitator:	<ul style="list-style-type: none"> • ICT Department
Cost:	<ul style="list-style-type: none"> • Free

Date:	Time:	Duration:	Venue:	Method Of Booking:
As Required		20-45 mins	User desk or Training facility	ICT Department

Key OCS Training

Aim & Learning Outcomes:	Key OCS - Accessing Results, placing requests, collecting samples, viewing consult/referral requests To provide training on the correct use of the hospitals order communications system (Key)
Content:	Any or all of the following: <ul style="list-style-type: none"> • Accessing patient results • Placing a test/service request • Collecting samples • Processing Consult requests
Target Audience:	<ul style="list-style-type: none"> • Clerical/Nursing/Allied Health Professionals/NCHD's
Programme Requirements:	<ul style="list-style-type: none"> • TUH employee with computer account
Assessment:	<ul style="list-style-type: none"> • A/A
Level of Learning:	<ul style="list-style-type: none"> • Informal evaluation
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • Yes for clinical (medical, nursing, HSCP) and some clerical support staff
Number of Participants:	<ul style="list-style-type: none"> • As required
Facilitator:	<ul style="list-style-type: none"> • ICT Dept
Cost:	N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
As required				Email: ICT helpdesk

Microsoft Excel Introduction/Intermediate - Classroom

Aim & Learning Outcomes:	<p>Aims:</p> <ul style="list-style-type: none"> To enable participants to become confident in spreadsheet design, spreadsheet formatting, creating formulae, charting and printing <p>Objectives:</p> <ul style="list-style-type: none"> Participants will feel confident in spreadsheet design, cell addressing, spreadsheet formatting, creating formulae, charting and printing
Content:	<ul style="list-style-type: none"> Define MS Excel, Worksheets And Workbooks Define cell addressing , rows and columns Entering formulae – sum, average, max, min, count etc. Formatting cells Relative and absolute cell addressing Creating charts
Target Audience:	<ul style="list-style-type: none"> All staff within Tallaght University Hospital who require the use of spreadsheets in their area of work
Programme Requirements:	<ul style="list-style-type: none"> Staff require a good working knowledge of computers i.e. opening/closing/saving files, mouse operation and file management
Assessment:	<ul style="list-style-type: none"> Continuous assessment throughout session
Level Of Learning:	<ul style="list-style-type: none"> N/A
Is The Programme Mandatory For Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number Of Participants:	<ul style="list-style-type: none"> Maximum 8
Facilitator:	<ul style="list-style-type: none"> Marie Costello – Centre for Learning and Development Ext. 2347
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method Of Booking:
Monthly – Based On Demand		4 Hours	Virtual Classroom via MS Teams	TUH Learning Station via: www.hseland.ie (Module ID: MOD-0287)

Microsoft Excel Intermediate/Advanced - Classroom

Aim & Learning Outcomes:	<p>Aims:</p> <ul style="list-style-type: none"> To enable participants to make use of the advanced power and functionality that excel has to offer and to expand on the basic skills to increase speed and productivity <p>Outcomes:</p> <ul style="list-style-type: none"> Participants will feel confident in utilising the advanced functionality of MS Excel
Content:	<ul style="list-style-type: none"> Creating formulae Creating, sorting and filtering lists File protection and data validation Create and work with pivot tables Autoformat and conditional formatting Consolidating and linking HLOOKUP And VLOOKUP
Target Audience:	<ul style="list-style-type: none"> For all staff within Tallaght University Hospital who have a good working knowledge of excel and require the use of the advanced functionality of spreadsheets in their area of work
Programme Requirements:	<ul style="list-style-type: none"> Participants should have completed the introduction/intermediate course or have an equivalent level of knowledge and skill
Assessment:	<ul style="list-style-type: none"> Continuous assessment throughout session
Level Of Learning:	<ul style="list-style-type: none"> N/A
Is The Programme Mandatory For Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number Of Participants:	<ul style="list-style-type: none"> Maximum 8
Facilitator:	<ul style="list-style-type: none"> Marie Costello – Centre for Learning and Development Ext. 2347
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method Of Booking:
Monthly		4 Hours	Virtual Classroom via MS Teams	TUH Learning Station via: www.hseland.ie (Module ID: MOD-0302)

Microsoft Outlook - Classroom

Aim & Learning Outcomes:	<ul style="list-style-type: none"> To enable participants to become confident in the use Of MS Outlook Participants will feel confident in creating and managing mail accounts
Content:	<ul style="list-style-type: none"> Create, send, reply, forward, print and delete mail Add attachments to mail Create automatic replies (out of office) Create and manage contacts, distribution lists, appointments and meeting requests Create and manage rules and alerts
Target Audience:	<ul style="list-style-type: none"> All staff within Tallaght University Hospital who require the use of electronic mail functionality within their area of work
Programme Requirements:	<ul style="list-style-type: none"> Participants should be able to logon the PC and should have basic mouse operation skills
Assessment:	<ul style="list-style-type: none"> Continuous assessment throughout session
Level Of Learning:	<ul style="list-style-type: none"> N/A
Is The Programme Mandatory For Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number Of Participants:	<ul style="list-style-type: none"> Max 8
Facilitator:	<ul style="list-style-type: none"> Marie Costello – Centre for Learning and Development Ext. 2347
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method Of Booking:
Every 2-3 Months Based On Demand		3 Hours	Virtual Classroom via MS Teams	TUH Learning Station via: www.hseland.ie (Module ID: MOD-0308)

Microsoft PowerPoint - Classroom

Aim & Learning Outcomes:	<ul style="list-style-type: none"> To enable participants to become confident in a creating a professional slide presentation Participants will be able to create and edit presentations for slide shows
Content:	<ul style="list-style-type: none"> Slide layouts and working with levels Apply formatting to a slide(s) Apply transition and animation effects Apply presentation designs
Target Audience:	<ul style="list-style-type: none"> All staff within Tallaght University Hospital who require the use of PowerPoint in their area of work
Programme Requirements:	<ul style="list-style-type: none"> Participants should have a good working knowledge of computers i.e. opening, closing, saving files, mouse operation and basic typing skills
Assessment:	<ul style="list-style-type: none"> Continuous assessment throughout session
Level Of Learning:	<ul style="list-style-type: none"> N/A
Is The Programme Mandatory For Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number Of Participants:	<ul style="list-style-type: none"> Max 8
Facilitator:	<ul style="list-style-type: none"> Marie Costello – Centre for Learning and Development Ext. 2347
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method Of Booking:
Monthly Depending On Demand		2 Hours	Virtual Classroom via MS Teams	TUH Learning Station via: www.hseland.ie (Module ID: MOD-0352)

Microsoft Word Elementary/Intermediate - Classroom

Aim & Learning Outcomes:	<ul style="list-style-type: none"> To introduce participants to the major commands and features of MS Word to enable participants to produce professionally finished documentation Participants will feel confident in producing professionally finished documentation
Content:	<ul style="list-style-type: none"> Menus And Toolbars – Moving Around The Screen Formatting Text Moving And Copying Text Text Alignment Page Layout Borders And Shading Headers And Footers Bullets And Numbering Insert Pictures, Shapes, Charts And SmartArt Inserting Hyperlinks Printing
Target Audience:	<ul style="list-style-type: none"> All Staff Within Tallaght University Hospital Who Require The Use Of MS Word As Part Of Their Work
Programme Requirements:	<ul style="list-style-type: none"> Participants should have basic mouse operating skills and basic typing skills
Assessment:	<ul style="list-style-type: none"> Continuous assessment throughout session
Level Of Learning:	<ul style="list-style-type: none"> N/A
Is The Programme Mandatory For Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number Of Participants:	<ul style="list-style-type: none"> Max 8
Facilitator:	<ul style="list-style-type: none"> Marie Costello – Centre For Learning And Development Ext. 2347
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method Of Booking:
Every 2 Months Based On Demand	09.00-13.00	3.5 – 4 Hours	Virtual Classroom via MS Teams	TUH Learning Station via: www.hseland.ie

Microsoft Word Intermediate/Advanced - Classroom

Aim & Learning Outcomes:	<ul style="list-style-type: none"> To enable participants to make use of the advanced power and functionality that MS Word has to offer and to expand on the basic skill to increase speed and productivity Participants will feel confident in producing and managing tables, mailings and references
Content:	<ul style="list-style-type: none"> Creating and managing tables Creating and managing mailings Styles and references
Target Audience:	<ul style="list-style-type: none"> All staff within Tallaght University Hospital who require the use of the advanced features of MS Word as part of their work
Programme Requirements:	<ul style="list-style-type: none"> Participants should have completed the Elementary/Intermediate course or have an equivalent level of knowledge and skill
Assessment:	<ul style="list-style-type: none"> Continuous Assessment Throughout Session
Level Of Learning:	<ul style="list-style-type: none"> N/A
Is The Programme Mandatory For Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number Of Participants:	<ul style="list-style-type: none"> Max 8
Facilitator:	<ul style="list-style-type: none"> Marie Costello – Centre For Learning And Development Ext. 2347
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method Of Booking:
Every 2 Months Based On Demand		4 Hours	Tibradden – CLD	TUH Learning Station via: www.hseland.ie

PIMS - i Patient Manager – Classroom and Podcasts

Aim & Learning Outcomes:	<ul style="list-style-type: none"> To Provide training on the correct use of the Hospitals Patient Management System (iPMS or PIMS)
Content:	<p>Any or All of the following:</p> <ul style="list-style-type: none"> Search & Registration of patient details Clinic Management/Appointments Waiting List Management Admissions, Discharges & Transfers etc Referrals Patient Document Tracking (Chart Tracking) Ward Attender for NIMIS Theatre Booking for NCHD's
Target Audience:	<ul style="list-style-type: none"> Clerical/Nursing/Allied Health Professionals/NCHD's
Programme Requirements:	<ul style="list-style-type: none"> None
Assessment:	<ul style="list-style-type: none"> Continuous assessment during course
Level of Learning:	<ul style="list-style-type: none"> Informal evaluation
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> Only if using iPMS
Number of Participants:	<ul style="list-style-type: none"> Minimum 2, Maximum 10
Facilitator:	<p>Karen Robinson, Centre for Learning & Development, karen.robinson2@tuh.ie</p>
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Variable	Variable	Variable	Centre for Learning & Development	TUH Learning Station via: www.hseland.ie

PIMS Nursing – I Patient Manager – Classroom & Podcast

Aim & Learning Outcomes:	<ul style="list-style-type: none"> To enable participants to electronically manage bed activity for their patients on the wards Participants will be able to search for patient details and manage bed activity for their patients i.e. transfers, discharges and swap beds. Participants will be able to print document labels and wrist band labels Participants working in the theatre area will be able to track patients through the theatre management process
Content:	<ul style="list-style-type: none"> Transfers, discharges and swap beds Generating labels including wrist band labels View and print clinic/appointment lists Theatre management process
Target Audience:	<ul style="list-style-type: none"> All Nurses working on Wards
Programme Requirements:	<ul style="list-style-type: none"> None
Assessment:	<ul style="list-style-type: none"> N/A
Level Of Learning:	<ul style="list-style-type: none"> N/A
Is The Programme Mandatory For Tallaght University Hospital Staff:	<ul style="list-style-type: none"> Only for Nursing staff using iPMS
Number Of Participants:	<ul style="list-style-type: none"> Max 10 in Classroom
Facilitator:	<ul style="list-style-type: none"> Karen Robinson - Centre for Learning and Development, Email karen.robinson2@tuh.ie
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method Of Booking:
Week of Corporate Induction programme	TBC	1 Hour	Centre for Learning and Development	TUH Learning Station via: www.hseland.ie

PLMS Training

Aim & Learning Outcomes:	PLMS – Patient letters management system. To provide training on the correct use of the hospitals letters system
Content:	Any or all of the following: <ul style="list-style-type: none"> • Letters searching • Letter creation • Letter review • Letter printing
Target Audience:	Clerical/Nursing/Allied Health Professionals/NCHD's
Programme Requirements:	TUH employee with computer account
Assessment:	None
Level of Learning:	Informal evaluation
Is the Programme Mandatory for Tallaght University Hospital Staff:	Yes for clinical (medical, nursing, HSCP) and some clerical support staff
Is the Programme open to Non-Tallaght University Hospital Employees	No
Number of Participants:	As required
Facilitator:	ICT Department
Cost:	n/a

Date:	Time:	Duration:	Venue:	Method of Booking:
As required				Enquires ICT Dept

Quality Improvement

- Meeting Facilitation Skills Workshop
- Lean Six Sigma Project Management training
- PPPG Document Development training
- Process Mapping Workshop

Meeting Facilitation Skills Workshop

Aim & Learning Outcomes:	The aim of this workshop is to give participants across the organisation the tools and techniques to manage their meeting more efficiently. By the end of the workshop participants will be able to: Describe the benefits of facilitative behaviour Demonstrate the tools and techniques of Access & Assess group input, along with gaining purposeful group Agreement Describe their strengths/development needs as a facilitator Lead teams through cooperative problem solving processes Understand that “prevention” is better than “cure” when facilitating Recognise dysfunctional behaviour 7 apply appropriate “cures”
Content:	The definition of facilitation The role of the facilitator and the team Facilitation – before and after meetings Decision making Ground Rules Ladder of influence Facilitative behaviour Process versus content Prevention versus Cures Practical sessions and feedback
Target Audience:	All members of staff who attend meetings or facilitate meetings
Programme Requirements:	None
Assessment:	Highly interactive but no formal assessment
Level of Learning:	Certificate of attendance provided
Is the Programme Mandatory for Tallaght University Hospital Staff:	No
Number of Participants:	Maximum 12 Minimum 6
Facilitator:	Mary Hickey
Cost:	None

Date:	Time:	Duration:	Venue:	Method of Booking:
Monthly –except for July & August	8:30-4pm	1 Day	TBC	TUH Learning Station via www.hseland.ie (Module ID: MOD-0934)

Lean Six Sigma Project Management Training

<p>Aim & Learning Outcomes:</p>	<p>By the end of this workshop you will:</p> <ul style="list-style-type: none"> • Be able to describe the concepts, philosophy and benefits of Continuous Improvement • Have a good understanding of a variety of graphical and team based problem solving tools and the manner in which these are combined in the process of solving well defined and narrowly scoped business problems • Be able to participate in the planning and management of well-defined and narrowly scoped process problems • Have a good understanding of basic statistical concepts while recognising limits to current knowledge • Have a good appreciation of the importance of effective communication in managing organisational change • Be able to employ an investigative and data driven approach to establish the source/root cause of the problem • Have an understanding of a patients journey, processes and systems within our organisation • Be able to identify, and plan for effective implementation of, solutions to a variety of well-defined process problems • Be able to work effectively as a leader of a cross functional problem solving team, taking responsibility for the work of team members • Demonstrate, through successful completion of a narrowly scoped that you understand the discipline of DMAIC approach and lean principles and can deliver meaningful financial and/or customer benefit for our organisation
<p>Content:</p>	<ul style="list-style-type: none"> • The Dimensions of Quality • Quality Improvement Leaders and their philosophies • PDSA cycles of Change • DMAIC methodology and Six Sigma concept of Variation • Lean philosophy, tools and concept of Value and Waste • Project templates including Business case, Project Initiation document, SIPOC, Gantt Chart, Pareto Analysis, 5Whys, Cause & Effect, Failure modes Effects Analysis(FMEA) • Role of Sponsor, Process Owner, and team members • Stakeholder Analysis • Communication Planning • Measurement of Data and data sampling • Process mapping techniques • Graphical analysis • Creative Thinking tools used to generate potential solutions • Error proofing • Force Field Analysis • Managing a Pilot • Process Control plans • Change management and cultural aspects of change • Documentation control and sharing the learnings
<p>Target Audience:</p>	<ul style="list-style-type: none"> • All staff wanting to make an improvement in their work to impact patient care. (Will need sponsorship from a member of EMT)
<p>Programme Requirements:</p>	<ul style="list-style-type: none"> • Completion of Meeting Facilitation Skills Workshop. Attend Joining Workshop (1.5 hours to scope project) • Attend 3 days of training and complete project within agreed timeframe. • 6 x1 hour coaching sessions will be provided during the project phase

Assessment:	<ul style="list-style-type: none"> • Successfully completing a suitable project during the agreed timeframe
Level of Learning:	<ul style="list-style-type: none"> • Green Belt Certificate of Achievement in DMAIC & lean methodologies
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No
Number of Participants:	<ul style="list-style-type: none"> • Minimum 6 Maximum 10
Facilitator:	<ul style="list-style-type: none"> • Mary Hickey
Cost:	<ul style="list-style-type: none"> • None

Date:	Time:	Duration:	Venue:	Method of Booking:
Held three times annually	8:30am – 4pm	3days	Centre for Learning & Development	TUH Learning Station via www.hseland.ie

Process Mapping Workshop

Aim & Learning Outcomes:	<p>The aim of this workshop is to give staff across the organisation the skills to see what they do every day and to map these processes</p> <ul style="list-style-type: none"> • By the end of this workshop participants will be able to: • Define a process • Describe the benefits of mapping a process • Identify basic mapping symbols • Demonstrate the different types of process maps • Lead a team through a simple process mapping exercise
Content:	<ul style="list-style-type: none"> • Definition of a process • Basic Process mapping symbols • What is value from a customer's perspective • 4 common types of maps including Simple Process Maps, Value Stream Maps and Spaghetti Diagrams • Practical exercise/activities and feedback sessions
Target Audience:	<ul style="list-style-type: none"> • Team leaders, CNM1 and above, All HSCP
Programme Requirements:	<ul style="list-style-type: none"> • None
Assessment:	<ul style="list-style-type: none"> • None
Level of Learning:	<ul style="list-style-type: none"> • Certificate of attendance provided
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No
Number of Participants:	<ul style="list-style-type: none"> • Minimum 6, Maximum 20
Facilitator:	<ul style="list-style-type: none"> • Mary Hickey
Cost:	<ul style="list-style-type: none"> • None

Date:	Time:	Duration:	Venue:	Method of Booking:
Bi-Monthly except for July & August	Morning or Afternoon TBC	1.5 hours	TBA	TUH Learning Station via www.hseland.ie

PPPG Document Development – eLearning / Virtual Classroom

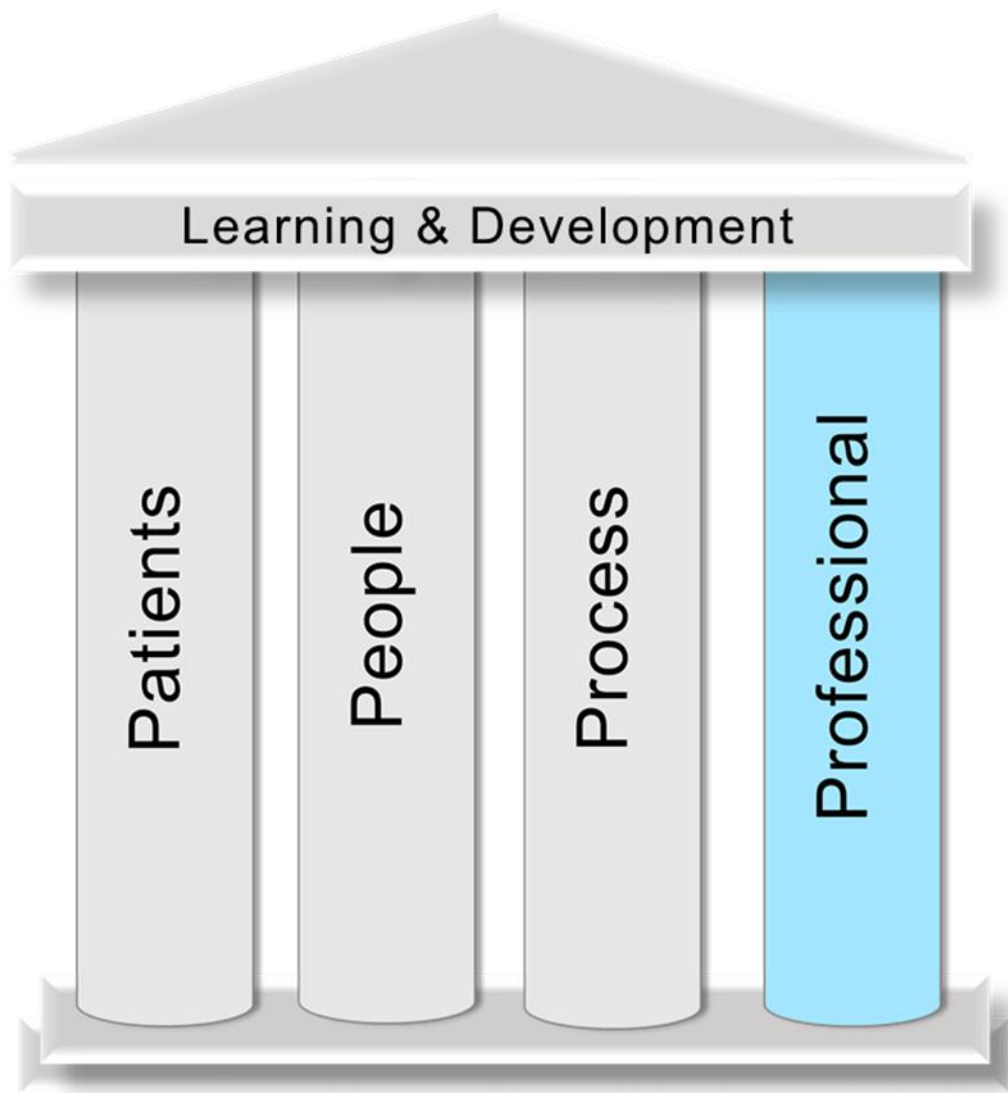
Aim & Learning Outcomes:	<ul style="list-style-type: none"> Describe the difference between a Policy, Procedure, Protocol and Guideline (PPPGs) Demonstrate the techniques for writing a PPPG using the hospital templates and process flow maps Be familiar with the Policy on Development, Maintenance, Review and Approval of Hospital Policies, Procedures, Protocols and Guidelines Understand the approval Process for PPPGs and the use of Q-Pulse Understand the tools used to achieving 100% compliance with PPPGs
Content:	<ul style="list-style-type: none"> Writing a PPPG PPPG Improvement / Development Cycle PPPGs' Process Maps PPPG Compliance Q-Pulse searches Quality Improvement Intranet Site
Target Audience:	<ul style="list-style-type: none"> All owners/authors at Tallaght University Hospital who require to write a PPPG as part of their role
Programme Requirements:	<ul style="list-style-type: none"> In advance of the training session, read and familiarise themselves with the Policy on PPPGs (ADM-POL-1) and supporting PPPGs (ADM-PRO-16, ADM-GUI-4, ADM-GUI-5, ADM-GUI-6 & ADM-GUI-7). These are all available on Q-Pulse
Assessment:	<ul style="list-style-type: none"> N/A
Level Of Learning:	<ul style="list-style-type: none"> Certificate of Attendance Provided
Is The Programme Mandatory For Tallaght Hospital Staff:	<ul style="list-style-type: none"> No
Number Of Participants:	<ul style="list-style-type: none"> Maximum 10
Facilitator:	<ul style="list-style-type: none"> Averil Larke
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Fortnightly and On-Demand	Various	2 Hours	Averil Larke's Office	TUH Learning Station via www.hseland.ie

Q-Pulse Access & Search - Podcast

Aim & Learning Outcomes:	<ul style="list-style-type: none"> • Ensure staff can access Q-Pulse • Provide direction in how to search for documents within Q-Pulse
Content:	<ul style="list-style-type: none"> • How to access Q-Pulse • Use of ICT username • Generic Hospital Password for Q-Pulse • Changing generic Q-Pulse password • Keyword search in Q-Pulse • Document content search in Q-Pulse
Target Audience:	<ul style="list-style-type: none"> • All staff
Programme Requirements:	<ul style="list-style-type: none"> • ICT username
Assessment:	<ul style="list-style-type: none"> • N/A
Level of Learning:	<ul style="list-style-type: none"> • N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • N/A
Number of Participants:	<ul style="list-style-type: none"> • Unlimited
Facilitator:	<ul style="list-style-type: none"> • Averil Larke
Cost:	<ul style="list-style-type: none"> • N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
N/A	N/A	8 mins	Q-Pulse and PPPGs Intranet site	N/A



Academic Writing - Classroom

Aim & Learning Outcomes:	<ul style="list-style-type: none"> To provide all staff with the requisite knowledge and skills to develop confidence with presenting and writing academically.
Content:	<ul style="list-style-type: none"> Effective study and examination skills Creating a Power point presentation and presentation skills writing an academic assignment Referencing and plagiarism
Target Audience:	<ul style="list-style-type: none"> Any staff member undertaking further or third level education
Programme Requirements:	<ul style="list-style-type: none"> No requirements
Assessment:	<ul style="list-style-type: none"> N/A
Level of Learning:	<ul style="list-style-type: none"> NMBI Category 1 Approval Credits Pending
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number of Participants:	<ul style="list-style-type: none"> No Limit
Facilitator:	<ul style="list-style-type: none"> Clodagh McLoughlin, Deputy Head of Learning & Development, Tallaght University Hospital. (01)4142851; clodagh.mcloughlin@tuh.ie
Cost:	<ul style="list-style-type: none"> N/A for Hospital Staff

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station	08.30-12.30	½ day	Virtual Classroom	TUH Learning Station via www.hseland.ie (Module ID: MOD-0661)

Chemical Agent Risk Assessment (CARA) Training—Classroom / Virtual

Aim & Learning Outcomes:	Determine if hazardous chemical agents are present in the workplace and to assess any risk for the safety and health of employees. <ul style="list-style-type: none"> Identify chemical hazards associated with chemical products. Understand the legal requirement to carry out a chemical agent risk assessment. Improve risk management practices using simple assessment tools. Carry out effective chemical risk assessments.
Content:	<ul style="list-style-type: none"> Introduction to chemical risk assessments Chemical safety awareness Risk assessment process Case study and completion of a chemical risk assessment.
Target Audience:	All line managers and employees with responsibility for implementing a safety management programme and undertaking chemical risk assessments.
Programme Requirements:	General chemical awareness
Assessment:	Written exam. Certificate of attendance will be issued and is valid for 2 years.
Level of Learning:	Basic understanding.
Is the Programme Mandatory for Tallaght University Hospital Staff:	Recommended for line managers and employees with responsibility for implementing a safety management programme and undertaking chemical risk assessments.
Number of Participants:	N/A
Facilitator:	EcoOnLine (annually)
Cost:	N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
On request	On request	3-4hrs	Classroom / Virtual	Contact health.safety@tuh.ie

Chemical Safety Awareness Training - Podcast

Aim & Learning Outcomes:	To understand Legislation and Regulations pertaining to the use of chemicals in the workplace. <ul style="list-style-type: none"> To be able to identify hazardous chemicals. To understand Safety Data Sheets (SDS) for the purpose of assessing hazards and identifying control measures.
Content:	<ul style="list-style-type: none"> Legislation Chemicals in the workplace. Routes of exposure Classification Chemical labelling Safety Data Sheets (SDS). Safedoc.
Target Audience:	Employees who use, handle or store chemicals as part of their work activities.
Programme Requirements:	None
Assessment:	None
Level of Learning:	Basic understanding
Is the Programme Mandatory for Tallaght University Hospital Staff:	Recommended for employees who use, handle, store or transport chemicals as part of their work activities.
Number of Participants:	N/A
Facilitator:	Contact health.safety@tuh.ie
Cost:	No cost for TUH employees

Date:	Time:	Duration:	Venue:	Method of Booking:
N/A	N/A	45 mins	Podcast	TUH Learning Station via www.hseland.ie (Module ID: CHEMICAL_SAFETY_AWARENESS_TRAINING_PODCAST)

Chemical Safety Awareness Training & Spill Control –Classroom / Virtual

Aim & Learning Outcomes:	To provide basic information for working safety with chemicals.
Content:	<ul style="list-style-type: none"> • Introduction to chemicals. • Legislation. • Routes of exposure. • Health effects. • Classification. • Chemical labelling. • Global harmonised system labelling. • Chemical types. • Solvents. • Safe use of chemicals • Chemical segregation. • Control of hazards. • Personnel protective equipment. • Spill control.
Target Audience	Employees who use, handle, store or transport chemicals as part of their work activities. All line managers and employees completing chemical risk assessments
Programme Requirements:	General chemical awareness
Assessment:	Written exam- Certificate of attendance will be issued and is valid for 2 years
Level of Learning:	Basic understanding
Is the Programme Mandatory for Tallaght University Hospital Staff:	Recommended for line managers and employees who use, handle or store chemical as part of their work activities and employees involved in completing chemical risk assessments.
Number of Participants:	N/A
Facilitator:	EcoOnLine (annually)
Cost:	N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
On request	On request	1.5 hours	Classroom / Virtual	Contact health.safety@tuh.ie

Child Protection Awareness Training (CPAT) for Frontline Staff - Classroom

Aim & Learning Outcomes:	Increase awareness with regard to Child Protection Roles and Responsibilities within Child Health Ireland at Tallaght University Hospital.
Content:	<ul style="list-style-type: none"> To clarify the roles and responsibilities of frontline hospital staff in relation to the protection and welfare of children and young people. To support staff in recognising the types of abuse children and young people are vulnerable to. To assist staff in responding to a concern or disclosure of abuse from a child or young person To clarify the hospital policies and procedures staff must follow if they have a concern about a child or young person
Target Audience:	<ul style="list-style-type: none"> All frontline staff in Tallaght University Hospital
Programme Requirements:	<ul style="list-style-type: none"> Suggested reading list emailed to all participants prior to course
Assessment:	<ul style="list-style-type: none"> N/A
Level of Learning:	<ul style="list-style-type: none"> Certificate of completion provided
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> Mandatory for all frontline staff working directly with children / young people in CHI at TUH.
Number of Participants:	<ul style="list-style-type: none"> Minimum 12 – Maximum 20
Facilitator:	<ul style="list-style-type: none"> Joint training facilitated by Medical Social Work / CHI Nursing Service
Cost:	<ul style="list-style-type: none"> None

Date:	Time:	Duration:	Venue:	Enquiries:
2/3 Times a year		1 Full Day	Centre for Learning & Development	Caitriona Whelan – Senior Social Work Practitioner – 01-414-2462



Aim & Learning Outcomes:	<ul style="list-style-type: none"> The aim of this programme is to raise awareness and increase knowledge of child abuse and child welfare issues and to clarify personal, legal and organisational roles and responsibilities in recognising, responding to and reporting child protection and welfare concerns as set out in the policy Children First: National Guidance for the Protection and Welfare of Children 2011.
Content:	<p>By the end of this programme, you will have a good understanding of Children First National Guidance and will be able to:</p> <ul style="list-style-type: none"> Describe your personal, legal and organisational responsibilities in relation to protecting children and reporting a concern about child welfare or abuse. Recognise a child protection or welfare concern. Respond appropriately to a child protection or welfare concern. Report a child protection or welfare concern.
Target Audience:	<ul style="list-style-type: none"> All staff
Programme Requirements:	<ul style="list-style-type: none"> Internet access HSELand login
Assessment:	<ul style="list-style-type: none"> Assessment must be completed on HSELand prior to receiving certificate
Level of Learning:	<ul style="list-style-type: none"> N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> Yes – must be updated every 3 years
Number of Participants:	<ul style="list-style-type: none"> N/A
Host:	<ul style="list-style-type: none"> eLearning programme – see link below
Cost:	<ul style="list-style-type: none"> None

Date:	Time:	Duration:	Method of Booking:
N/A	N/A	1.5 hours	Click on the following link: www.hseland.ie

Curriculum Vitae (CV) Preparation & Interview Skills Training - Classroom

Aim & Learning Outcomes:	To develop a relevant and modern CV for the role you are applying for & to instil confidence when in an interview situation. An appreciation that confidence, and therefore success will only come with practice and preparation, and that in terms of the application process their performance in an interview is one of the areas within the application process that is “within their control”.
Content:	<ul style="list-style-type: none"> • Understand what a CV is • Understand the role and the marketplace • Develop skills to enhance your CV development • Practise these skills • Support for your own CV – make it stand out • Raise awareness about how people “come across” in interview situations and the importance of first impressions. • Cover key interview skills tips and techniques. E.g. how they present themselves, body language, how to have personal impact. • Competency Based interviews • Help staff prepare to “sell themselves” – to be able to highlight 3 – 4 key strengths that make them stand out to the panel • Role play interviews within small groups using a provided “bank” of likely questions or questions relevant to delegates CVs if appropriate.
Target Audience:	All staff
Programme Requirements:	None – Participants to bring a copy of current CV
Assessment:	<p>Participants will be required to practice their CV writing during the workshop</p> <p>Role play interviews within small groups</p>
Level of Learning:	<ul style="list-style-type: none"> • N/A
Is the Programme Mandatory for TUH Staff:	<ul style="list-style-type: none"> • No
Number of Participants:	<ul style="list-style-type: none"> • 20 max
Facilitator:	<ul style="list-style-type: none"> • Susan Corrigan
Cost:	<ul style="list-style-type: none"> • N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station	TBC	1.5 hours	CLD	TUH Learning Station via: www.hseland.ie



Aim & Learning Outcomes:	To raise awareness and to inform Tallaght University Hospital Staff of their obligations under Data Protection Legislation.
Content:	<ul style="list-style-type: none"> • Data Protection Acts • Data Protection Principles • Examples of Personal Data • Data Retention & Records Management in Tallaght University Hospital • The role of the Data Protection Commissioner & the role of the Data Protection Officer • Data Protection breaches & Tallaght University Hospital Staff's role in the prevention of breaches • Data subject access requests
Target Audience:	<ul style="list-style-type: none"> • All Tallaght University Hospital Staff
Programme Requirements:	<ul style="list-style-type: none"> • Internet access • Participants must register for programme using their Tallaght University Hospital email address for verification purposes
Assessment:	<ul style="list-style-type: none"> • Interactive exercises for duration of programme • Post Completion Assessment - Online • Download of Certificate of Completion
Level of Learning:	<ul style="list-style-type: none"> • N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • Yes
Number of Participants:	<ul style="list-style-type: none"> • N/A
Host:	<ul style="list-style-type: none"> • TUH Learning Station
Cost:	<ul style="list-style-type: none"> • None

Duration	Method of Booking
25 Mins	TUH Learning Station via: www.hseland.ie , Enquiries : tom.martin@tuh.ie

Decontamination eLearning Platform

Aim & Learning Outcomes:	<p>The aim of this eLearning platform is</p> <ul style="list-style-type: none"> To promote an innovative approach to decontamination education hospital wide for all staff working in the decontaminating of RIMD To promote compliance with national and world decontamination standards, To introduce a paperless system for decontamination education and auditing all of the stages of the learning process upon orientation and upskilling. <p>Learning outcomes include Staff will maintain and improve their knowledge of all decontamination standard operating procedures and the relevant HSE documentation that they require to safely carry out their daily duties thus preventing healthcare associated infections to patients and staff.</p>
Content:	Decontamination Platform comprising of 10 modules.
Target Audience:	<ul style="list-style-type: none"> All staff working in the decontamination of reusable invasive medical devices (RIMD) including endoscopes
Programme Requirements:	<ul style="list-style-type: none"> To be working in the decontamination of RIMD
Assessment:	<ul style="list-style-type: none"> Practical assessments post completion of each decontamination module.
Level of Learning:	<ul style="list-style-type: none"> This online course is used for orientation and yearly upskilling of staff
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> This programme is mandatory for all staff decontaminating RIMD
Number of Participants:	<ul style="list-style-type: none"> There is no limit as to the number of staff which can use the platform.
Facilitator:	<ul style="list-style-type: none"> Jessie Burke (Decontamination Lead, Tallaght University Hospital)
Cost:	

Date:	Time:	Duration:	Venue:	Enquiries:
N/A	N/A		N/A – online platform	Jessie Burke (Decontamination lead) Jacinta.NolanBurke@tuh.ie

Display Screen Equipment: User Awareness – eLearning Programme

Aim & Learning Outcomes:	<p>The aim of this programme is to show how you can use display screen equipment (DSE) safely in your place of work.</p> <ul style="list-style-type: none"> • Define the terms DSE user and workstation. • Describe the responsibilities of the employer and you, the employee, in relation to DSE use. • Explain the term ergonomics and describe the risk associated with DSE use. • Adjust your workstation to ensure you are comfortable and to reduce the risks from using DSE.
Content:	<ul style="list-style-type: none"> • Introducing what is DSE. • Ergonomics and risks of injury from using DSE. • Adjusting your workstation.
Target Audience:	This training is for employees who use DSE.
Programme Requirements:	General computer awareness
Assessment:	None
Level of Learning:	Basic understanding
Is the Programme Mandatory for Tallaght University Hospital Staff:	No - recommended for all employees who use DSE
Number of Participants:	N/A
Facilitator:	www.hseland.ie
Cost:	No cost to TUH employees

Date:	Time:	Duration:	Venue:	Method of Booking:
On request	On request	40mins	eLearning Programme	www.hseland.ie



Aim & Learning Outcomes:	Respirator masks are routinely recommended for the care of patients with known airborne infectious diseases. The Health and Safety Authority (HSA) suggest that where a risk assessment indicates that a healthcare worker needs to use a close-fitting respirator mask for their protection, every effort should be made to comply with the requirement for Face Fit testing (FFT) of the worker, as far as is reasonably practicable.
Content:	FFT will be performed with respiratory masks in use in TUH.
Target Audience:	All clinical staff using respiratory masks.
Programme Requirements:	Test instructions will be sent by e-mail to staff prior to allocated appointment.
Assessment:	Practical
Level of Learning:	Basic understanding
Is the Programme Mandatory for Tallaght University Hospital Staff:	Mandatory for all Clinical Staff
Number of Participants:	N/A
Facilitator:	HSE Contractor
Cost:	N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
On request	On request	1hr	Classroom	Manager/ health.safety@tuh.ie



Aim & Learning Outcomes:	To provide fire safety training and general awareness to all employees. Fire safety training is a legal requirement under the Fire Services Act 1981, the Safety, Health and Welfare at Work Act 2005 and the SHWW (General Application) Regulations 2007.
Content:	<ul style="list-style-type: none"> • Fire fundamentals • Fire safety and prevention • Fire emergency • Horizontal evacuation • Evacuation priorities • Information for ward managers • Procedures for specialist units.
Target Audience:	All staff
Programme Requirements:	None
Assessment:	No
Level of Learning:	Basic understanding
Is the Programme Mandatory for Tallaght University Hospital Staff:	Yes – All Staff
Number of Participants:	15-20
Facilitator:	TUH Fire Officer or HSeLanD www.hseland.ie
Cost:	No cost for TUH employees

Date:	Time:	Duration:	Venue:	Method of Booking:
On request	On request	45mins	Onsite	TUH Learning Station via www.hseland.ie Email: health.safety@tuh.ie

Good Clinical Practice for Researchers Introductory Training incorporating Ethics in Research Workshop – Classroom / Virtual

Aim & Learning Outcomes:	<p>This 3 hour programme aims to identify the roles and responsibilities of principal investigators, medical personnel, nurses and other associated personnel who are new to the clinical research field.</p> <p>Learning Outcomes:</p> <ul style="list-style-type: none"> • Research ethics (background to Declaration of Helsinki and Nuremberg principles) • Overview of legislation for Clinical Trials in Ireland • ICH E6 (R2) principles • ICH E6 (R2) chapter 4- Investigator Responsibilities in detail • Consent in research (including GCP and GDPR) • Good documentation practices • Examples of inspection findings
Target Audience:	<ul style="list-style-type: none"> • TUH Clinical Employees new to undertaking research: • Medical/Surgical Consultants • Non Consultant Hospital Doctors • Assistant Directors of Nursing • Candidate and Registered Advanced Nurse Practitioners • Clinical Nurse Specialists/ Nurses in Specialist Posts • Nurse Practice Development Department • Health & Social Care Professionals
Programme Requirements:	<ul style="list-style-type: none"> • N/A
Assessment:	<ul style="list-style-type: none"> • N/A
Level of Learning:	<ul style="list-style-type: none"> • N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No
Number of Participants:	<ul style="list-style-type: none"> • 20
Facilitator:	<ul style="list-style-type: none"> • Dept of Research Ethics & Clinical Studies - ResearchEthics@tuh.ie
Cost:	<ul style="list-style-type: none"> • N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station		3 Hrs	Classroom or Virtual Classroom	TUH Learning Station via: www.hseland.ie (Classroom Module ID: MOD-1076) (Virtual Classroom Module ID: MOD-3955)

Good Clinical Practice for Researchers - Refresher Training incorporating Ethics in Research – Classroom / Virtual

Aim & Learning Outcomes:	<p>This 2 hour programme aims to refresh knowledge around the roles and responsibilities of principal investigators, medical personnel, nurses and other associated personnel involved in clinical research.</p> <p>Learning Outcomes:</p> <ul style="list-style-type: none"> • Identify Drug Development and Clinical Research • Outline Research Ethics and Clinical Research Governance • List Principles of Good Clinical Practice • Identify Investigator Responsibilities • Conduct Regulatory Inspection
Target Audience:	<p>TUH Employees undertaking clinical research who have already completed GCP training:</p> <ul style="list-style-type: none"> • Medical/Surgical Consultants • Non Consultant Hospital Doctors • Assistant Directors of Nursing • Advanced Nurse Practitioners • Clinical Nurse Specialists • Nurse Practice Development • Health & Social Care Practitioners
Programme Requirements:	<ul style="list-style-type: none"> • N/A
Assessment:	<ul style="list-style-type: none"> • N/A
Level of Learning:	<ul style="list-style-type: none"> • N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No
Number of Participants:	<ul style="list-style-type: none"> • 20
Facilitator:	<ul style="list-style-type: none"> • Dept of Research Ethics & Clinical Studies - ResearchEthics@tuh.ie
Cost:	<ul style="list-style-type: none"> • N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station		2 Hrs	Classroom or Virtual Classroom	TUH Learning Station via: www.hseland.ie (Classroom Module ID: MOD-1078) (Virtual Classroom Module ID: MOD-3957)

Liquid Nitrogen Awareness Training – Classroom / Virtual

Aim & Learning Outcomes:	Provide general awareness and hazardous associated with liquid nitrogen.
Content:	<ul style="list-style-type: none"> • Introduction. • Legislation. • Category A & B specimens. • Exempt specimens. • Packaging for transport of A & B specimens. • Transport of refrigerated specimens.
Target Audience:	Staff involved in use of liquid nitrogen.
Programme Requirements:	None
Assessment:	None
Level of Learning:	Basic understanding
Is the Programme Mandatory for Tallaght University Hospital Staff:	No
Number of Participants:	N/A
Facilitator:	EcoOnLine (annually)
Cost:	N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
On request	On request	1 hr	Classroom/Virtual	Contact health.safety@tuh.ie



Aim & Learning Outcomes:	<ul style="list-style-type: none"> To enable participants to recognise the verbal and non-verbal signs which precede an aggressive episode At the end of the course participants will be able to recognise the verbal and non-verbal signs which precede an aggressive episode. Participants will be able to identify and implement an appropriate staff response to minimise escalation of the situation and aim to avert a crisis 	
Content:	<ul style="list-style-type: none"> Crisis Development Model Non-Verbal Behaviour Para-Verbal Communication Verbal Intervention Precipitating Factors Rational Detachment 	<ul style="list-style-type: none"> Integrated Experience Staff Fear and Anxiety Decision Making Post-Crisis Physical Interventions - Disengagements
Target Audience:	<ul style="list-style-type: none"> All staff working in front-line patient areas 	
Programme Requirements:	<ul style="list-style-type: none"> N/A 	
Assessment:	<ul style="list-style-type: none"> Continuous assessment throughout the session Online Test 	
Level Of Learning:	<ul style="list-style-type: none"> CPI Certificate 	
Is The Programme Mandatory For Tallaght University Hospital Staff:	Mandatory for front line staff working in the following areas: <ul style="list-style-type: none"> Adult ED, CHI at TUH, ED, Osborne, Ruttle, Social Work, Telephony, William Stokes, Franks, CCU, Gogarty, AMU 	
Number Of Participants:	<ul style="list-style-type: none"> Minimum 6, Maximum 20 	
Facilitator:	<ul style="list-style-type: none"> Marie Costello – Centre For Learning and Development marie.costello@tuh.ie Ext. 2347 	
Cost:	<ul style="list-style-type: none"> N/A 	

Date:	Time:	Duration:	Venue:	Method Of Booking:
7 - 8 times per year Please refer to TUH Learning Station		2.5 Hours Online & 5 hours classroom	Centre for Learning and Development	TUH Learning Station via www.hseland.ie (Module ID: MOD-7697)

Management of Actual or Potential Aggression–MAPA Refresher Course

– Blended Learning Programme



Aim & Learning Outcomes:	<ul style="list-style-type: none"> To review the key components of the course to further develop an understanding of the concepts of MAPA Participants will review the key components of the course to further develop an understanding of the concepts of MAPA Participants will consider how these principles can be applied in practice and will have the opportunity to analyse how they can address their departments individual challenges
Content:	<ul style="list-style-type: none"> Participants will review the key components of the course to further develop an understanding of the concepts of MAPA
Target Audience:	<ul style="list-style-type: none"> All staff working in front line patient areas and who have attended the full day MAPA
Programme Requirements:	<ul style="list-style-type: none"> Must have attended the full day MAPA Training Course. This refresher course should be completed every 2 years
Assessment:	<ul style="list-style-type: none"> Continuous assessment throughout session Online test
Level Of Learning:	<ul style="list-style-type: none"> CPI Certificate
Is The Programme Mandatory For Tallaght University Hospital Staff:	<p>Yes, for front line staff working in the following areas:</p> <ul style="list-style-type: none"> Adult ED, CHI at TUH ED, Osborne, Ruttle, Social Work, Telephony, William Stokes, Franks, CCU, Gogarty, AMU who have completed the full day course
Number Of Participants:	<ul style="list-style-type: none"> Minimum 6, Maximum 20
Facilitator:	<ul style="list-style-type: none"> Marie Costello – Centre for Learning and Development Ext. 2347
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method Of Booking:
3-4 Times A Year Please refer to TUH Learning Station		2.5 hours online & 2.5 hours classroom	Centre for Learning & Development	TUH Learning Station via www.hseland.ie (Module ID: MOD-4927)

Aim & Learning Outcomes:	To provide managers with appropriate information and guidance to ensure core health and safety responsibilities are implemented within their area.
Content:	<ul style="list-style-type: none"> • Managing health and safety in the healthcare setting. • The legal context for health and safety and the role of the manager. • Developing a safety statement. • Hazard identification and risk assessment.
Target Audience:	Department managers and staff assigned the responsibility to complete the safety statement and risk assessments in their department.
Programme Requirements:	General awareness
Assessment:	None
Level of Learning:	Basic understanding
Is the Programme Mandatory for Tallaght University Hospital Staff:	No
Number of Participants:	N/A
Facilitator:	HSeLanD www.hseland.ie
Cost:	N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
On request	On request	1hr	On-line	TUH Learning Station via www.hseland.ie (Module ID - MOD-0021)

Managing Your Time Effectively – Classroom / Virtual Classroom

Aim & Learning Outcomes:	<p>The aim of the programme is to acquire a good understanding of specific techniques to improve personal effectiveness and time management.</p> <ul style="list-style-type: none"> • Be better placed to balance personal and professional priorities to ensure personal health and professional sustainability. • Spend time reflecting on how you use your time using Stephen Covey's Time Management Matrix. • Understand the importance of having clear goals and objectives in order to have focus on purpose and sense of control • Consider how to motivate & develop colleagues (delegation skills) Practice effective communication skills including holding productive meetings and being able to say 'no'.
Content:	<ul style="list-style-type: none"> • Participants will review classic time management tools and coping strategies before prioritising individually those applicable to themselves.
Target Audience:	<ul style="list-style-type: none"> • All Hospital Staff who wish to manage their working time effectively.
Programme Requirements:	<ul style="list-style-type: none"> • A 'Time Stealers' Questionnaire will be sent to Trainees prior to the session.
Assessment:	<ul style="list-style-type: none"> • N/A
Level of Learning:	<ul style="list-style-type: none"> • N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No
Number of Participants:	<ul style="list-style-type: none"> • 20 max
Co-ordinator:	<ul style="list-style-type: none"> • Centre for Learning & Development
Cost:	<ul style="list-style-type: none"> • No Fee – Tallaght University Hospital Employee • Not available to External Applicants

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station	TBC	3 hrs	Classroom or Virtual Classroom	TUH Learning Station via www.hseland.ie (Classroom Module ID: MOD-0218) (Virtual Classroom Module ID: MOD-6514)



Aim & Learning Outcomes:	<p>The aim of the training programme is to provide sufficient information to participants to carry out people handling or inanimate handling tasks.</p> <p>The programme will assist in eliminating hazardous manual handling activities that may cause injury, so far as is reasonably practicable, or otherwise reduce the risk to a tolerable level.</p> <p>The programme supports the Manual Handling Policy.</p>
Content:	<ul style="list-style-type: none"> • Safe principles of manual handling. • Practical elements of patient handling in line with legislative requirements. • Practical elements of inanimate lifting in line with legislative requirements.
Target Audience:	All staff
Programme Requirements:	<p>eLearning (online) theory module. This module can only be completed within the 6-weeks prior to the practical session date. You will receive a certificate which you must present to the instructor on the day of your practical session.</p> <p>Practical session-flat shoes and suitable clothing.</p>
Assessment:	Yes
Level of Learning:	Basic understanding
Is the Programme Mandatory for Tallaght University Hospital Staff:	Yes
Number of Participants:	8-12
Facilitator:	HSeLanD (theory) and manual handling instructor
Cost:	No cost to TUH employee

Date:	Time:	Duration:	Venue:	Method of Booking:
On request	On request	Theory 1hr Practical: patient handling (clinical staff) -4hrs Practical: inanimate (non-clinical staff) 2hrs	Online & classroom	TUH Learning Station via www.hseland.ie Email: health.safety@tuh.ie

Medial Gas Safety for Clinical Staff – eLearning programme

Aim & Learning Outcomes:	The course emphasises the roles, responsibilities and procedures required to ensure best practice in the safe use and application of medical gases and associated equipment.
Content:	<ul style="list-style-type: none"> • What is a medical gas? • Hazards of medical gases. • Cylinder identification, management, security, handling and operation. • Clinical Uses of medical gases. • Medical gas pipeline systems. • Suction and oxygen therapy equipment (SOT).
Target Audience:	This programme is designed for nursing and other clinical staff who administer medical gases as a part of their normal jobs.
Programme Requirements:	General medical gas awareness
Assessment:	Yes
Level of Learning:	Basic understanding
Is the Programme Mandatory for Tallaght University Hospital Staff:	Recommended for clinical staff who administer medical gases as part of their role.
Number of Participants:	N/A
Facilitator:	HSeLanD / Health and Safety Authority
Cost:	N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
On request	On request	2hrs	Online	TUH Learning Station via www.hseland.ie Email: health.safety@tuh.ie

Medical Gas Safety for Non-Clinical Staff – eLearning Programme

Aim & Learning Outcomes:	The course will provide information on potential hazards, risk reduction, emergency procedures, roles and responsibilities for the safe use and handling of medical gases within the healthcare environment.
Content:	<ul style="list-style-type: none"> • Statutory and Regulatory Obligations • What is a medical gas? • Hazards of medical gases • Cylinder identification, management, security, handling and operation. • Medical gas manifold operations.
Target Audience:	This course is designed for non-clinical staff and is also particularly relevant to some estates engineering/maintenance staff with responsibility for medical gases.
Programme Requirements:	General medical gas awareness
Assessment:	Yes
Level of Learning:	Basic understanding
Is the Programme Mandatory for Tallaght University Hospital Staff:	No
Number of Participants:	N/A
Facilitator:	HSeLanD / Health and Safety Authority
Cost:	N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
On request	On request	2hrs	Online	TUH Learning Station via www.hseland.ie Email: health.safety@tuh.ie

National Health and Safety Function Occupational Safety and Health Risk Assessment Webinar - Virtual

Aim & Learning Outcomes:	<p>Provide managers with the knowledge and skills to assess occupational safety and health (OSH) risks.</p> <ul style="list-style-type: none"> • Understand and apply the 4 Steps of the risk assessment Process. • Identify who is responsible to ensure the risk assessment Process is completed. • Understand why a risk assessment is undertaken. • Explain the risk assessment terminology. • Identify when a specific risk assessment form is required. • Be aware of further resources available to support the OSH risk assessment process.
Content:	A guide to completing risk assessments.
Target Audience:	Department managers and staff assigned the responsibility to complete risk assessments in their department.
Programme Requirements:	General awareness of risks in the workplace.
Assessment:	Yes
Level of Learning:	Basic understanding
Is the Programme Mandatory for Tallaght University Hospital Staff:	No
Number of Participants:	N/A
Facilitator:	HSeLanD www.hseland.ie
Cost:	N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
On request	On request	1 hr	Online	TUH Learning Station via www.hseland.ie Email: health.safety@tuh.ie

Open Disclosure Education: -

Module 1: Communicating effectively through Open Disclosure

Module 2: Applying principles to practice



Aim & Learning Outcomes:	<ul style="list-style-type: none"> To brief staff about the open disclosure programme and its significance nationally. To have an understanding of Open Disclosure and its implications for patients, their families, staff and the wider organisation. To build understanding as to how OD links into the existing HSE Quality, Safety, Risk and Quality Improvement framework.
Content:	<ul style="list-style-type: none"> Overview of Adverse events and Open Disclosure Overview of current status in the Republic of Ireland.
Target Audience:	<p>Training is mandatory for all staff. All staff are required to complete the following eLearning:</p> <ul style="list-style-type: none"> Communicating effectively through Open Disclosure via www.hseland.ie. Applying principles to practice via www.hseland.ie This must be completed every 3 years.
Programme Requirements:	<ul style="list-style-type: none"> No requirements.
Assessment:	<ul style="list-style-type: none"> Understanding will be assessed throughout the programme and evaluation completed at the end of the session
Level Of Learning:	<ul style="list-style-type: none"> NMBI Category 1 Approval RCPI Approval 1 CEU
Is The Programme Mandatory For Tallaght University Hospital Staff:	<ul style="list-style-type: none"> Yes
Number Of Participants:	<ul style="list-style-type: none"> online
Facilitator:	<ul style="list-style-type: none"> Clodagh Mcloughlin, Deputy Head of Learning & Development, Tallaght University Hospital. (01) 4142851; Clodagh.Mcloughlin@tuh.ie

Date:	Time:	Duration:	Venue:	Method Of Booking:
On-line	On-line	Module 1 - 40 minutes Module 2 - 45 minutes	eLearning Programme	TUH Learning Station via www.hseland.ie

Poster Presentation Workshop - Classroom

Aim & Learning Outcomes:	<p>The aim of this workshop is to enable TUH staff to develop skills in preparing a poster for presentation at a conference or symposium event.</p> <p>On completion of the session, learners will be able to;</p> <ul style="list-style-type: none"> • Locate TUH poster templates • Discuss font size and visual: text ratios • Review examples of posters with effective design features • Identify time scale for poster preparation and printing
Target Audience:	<ul style="list-style-type: none"> • Tallaght University Hospital Staff who wish to develop posters.
Programme Requirements:	<ul style="list-style-type: none"> • N/A
Assessment:	<ul style="list-style-type: none"> • N/A
Level of Learning:	<ul style="list-style-type: none"> • N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No
Number of Participants:	<ul style="list-style-type: none"> • 20
Facilitator:	<ul style="list-style-type: none"> • Medical Photography/ Centre for Learning & Development
Cost:	<ul style="list-style-type: none"> • N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station	TBC	1 Hour	Centre for Learning & Development	TUH Learning Station via www.hseland.ie (Module ID – MOD-1004)

Presentation Skills Training - Classroom

Aim & Learning Outcomes:	<p>Being able to effectively present material is now a core element of many professional's roles. Doing this concisely and in an engaging way whilst appearing confident is the challenge.</p> <p>The aim of the presentation skills session is to build on and fine tune existing skills. Delegates will experience increased confidence levels around presenting to groups and leave with top tips to become more effective.</p>
Content:	<p>By the end of the training session, delegates will have:</p> <ul style="list-style-type: none"> • Understood the importance of preparation and effective design of a presentation. • Learnt how to engage their audience using effective body language and eye contact. • Have discussed use of visual aids in order to help and not hinder the presentation! • Been up on their feet several times, getting feedback from the group to enhance learning. • Practised being able to handle the Q & A s, and then wrap up with a high impact closing statement
Target Audience:	<ul style="list-style-type: none"> • Anyone who would like to be more effective & confident doing presentations
Programme Requirements:	<ul style="list-style-type: none"> • None
Assessment:	<ul style="list-style-type: none"> • Participants will be required to practice presenting during the session
Level of Learning:	<ul style="list-style-type: none"> • N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No
Number of Participants:	<ul style="list-style-type: none"> • 20 max
Co-ordinator:	<ul style="list-style-type: none"> • Centre for Learning & Development
Cost:	<ul style="list-style-type: none"> • No Fee – Tallaght University Hospital Employee • Not available to External Applicants

Date:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station	TBC	2 hrs	CLD	TUH Learning Station via www.hseland.ie

Report Writing – An Introduction to - Classroom

Aim & Learning Outcomes:	<ul style="list-style-type: none"> To provide a broad overview on getting started with writing departmental reports within the organisation
Content:	<ul style="list-style-type: none"> Overview of do's and don'ts in relation to written communication Overview of business case preparation Overview of Freedom of Information and Data Protection implications relating to report writing Workshop reviewing different reports
Target Audience:	<ul style="list-style-type: none"> Tallaght University Hospital (TUH) staff members requiring an introduction to writing departmental reports
Programme Requirements:	<ul style="list-style-type: none"> None
Assessment:	<ul style="list-style-type: none"> None
Level of Learning:	<ul style="list-style-type: none"> N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number of Participants:	<ul style="list-style-type: none"> 10-12
Facilitator:	<ul style="list-style-type: none"> Geraldine Kyle, Centre for Learning and Development (CLD)
Cost:	<ul style="list-style-type: none"> No fee – TUH employees Not available for External Applicants

Dates:	Time:	Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station	10.00-12.30	2.5 hours	Centre for Learning & Development	TUH Learning Station via www.hseland.ie (Module ID: MOD-0539)

Returning to the Workplace Following a Prolonged Absence – eLearning Programme

Aim & Learning Outcomes:	This programme provides information and learning for all employees returning to the hospital after a prolonged absence or cocooning.
Content:	<ul style="list-style-type: none"> • AMRIC Basics of Infection Prevention and Control. • AMRIC Hand Hygiene. • AMRIC Standard and Transmission-Based Precautions. • PPE Instruction Video TUH (for certain cohorts only) • Covid-19 update provided on each Corporate Induction Programme
Target Audience:	Staff returning to work after prolonged absence
Programme Requirements:	None
Assessment:	None
Level of Learning:	Basic understanding
Is the Programme Mandatory for Tallaght University Hospital Staff:	Recommended for staff returning to work after prolonged absence.
Number of Participants:	N/A
Facilitator:	HSeLanD www.hseland.ie
Cost:	N/A

Date:/ Time:/ Duration:	Venue:	Method of Booking:
Please refer to TUH Learning Station for eLearning programme Covid 19 update on each Corporate Induction Programme	eLearning & Classroom	TUH Learning Station via www.hseland.ie Covid 19 Update - Contact Marie Costello for next available date on Corporate Induction Programme

Segregation of Healthcare Waste – Classroom / Virtual

Aim & Learning Outcomes:	To provide the necessary knowledge required to maintain safe practice regarding health care waste. <ul style="list-style-type: none"> To understand the difference between clinical and non-clinical waste. To understand the importance of waste segregation. To understand the difference between different clinical waste receptacles.
Content:	<ul style="list-style-type: none"> Introduction to waste management Reviewing waste Healthcare risk waste segregation, storage, transport and packaging Waste management: now and the future.
Target Audience:	Clinical, nursing, HCA, HSCP, laboratory, pharmacy and portering staff.
Programme Requirements:	None
Assessment:	None. Certificate of attendance will be issued and is valid for 2 years.
Level of Learning:	Basic understanding
Is the Programme Mandatory for Tallaght University Hospital Staff:	Recommended for clinical, nursing, HCA, HSCP, laboratory, pharmacy and portering staff.
Number of Participants:	N/A
Facilitator:	EcoOnLine (annually)
Cost:	N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
On request	On request	45 mins	Classroom / Virtual	Contact health.safety@tuh.ie

Standard & Transmission Based Precautions & PPE Education for new staff at Corporate Induction - Classroom

Aim & Learning Outcomes:	<ul style="list-style-type: none"> To provide education to new staff on the principles of Standard & Transmission Based Precautions and Health Care Associated Infection Risks. To provide PPE education to all healthcare workers.
Content:	The principles of Standard and Transmission Precautions and PPE education.
Target Audience:	All new staff at Orientation. External candidates also attend if required.
Programme Requirements:	AMRIC Hand Hygiene education, PPE education, Basics of Infection Control and Standard & Transmission Based Precautions must be completed on hseland.ie before Orientation. Evaluation questionnaires are provided at the face to face sessions.
Assessment:	N/A
Level of Learning:	N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	Yes, Once off at Orientation.
Is the Programme open to Non-Hospital Employees	No
Number of Participants:	N/A
Facilitator:	Infection Prevention & Control Department
Cost:	None
Frequency of Programme	As requested by the Orientation Co-ordinator. Usually monthly.

Date	Time	Duration	Venue:	Method of Booking
As requested by the Orientation Co-ordinator. Usually monthly.	N/A	1 hour 15 mins	N/A	Contact: Marie Costello Email: marie.costello@tuh.ie

Transport of Dangerous Goods – Classroom / Virtual

Aim & Learning Outcomes:	Provide general awareness of requirements specified in Chapter 1.3 of the ADR and IMDG Transport Regulations for personnel involved in the carriage of dangerous goods.
Content:	<ul style="list-style-type: none"> • Introduction to dangerous goods • What if it goes wrong? • Transport legislation. • Classification. • Packaging. • Labelling and marketing. • Loading and placarding of vehicles. • Segregation and compatibility. • Dangerous goods documents. • Vehicle requirements. • Emergency response.
Target Audience:	Employees involved in transporting dangerous goods.
Programme Requirements:	None
Assessment:	None- certificate of attendance will be issued and is valid for 2 years.
Level of Learning:	Basic understanding
Is the Programme Mandatory for Tallaght University Hospital Staff:	No. Recommended for employees involved in transporting dangerous goods.
Number of Participants:	N/A
Facilitator:	EcoOnLine (annually)
Cost:	N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
On request	On request	2.5hrs	Online	Contact health.safety@tuh.ie

Transport of Patient Specimens – Classroom / Virtual

Aim & Learning Outcomes:	<ul style="list-style-type: none"> To provide an understanding and compliance with the legislation for the transport of patient specimens by road, rail, sea or air. Understanding of the ADR regulations for the transport of specimens. Understanding of the current correct procedure under regulations for packaging patient specimens.
Content:	<ul style="list-style-type: none"> Introduction Legislation Specimen categories Exempt specimen Packaging for transporting specimens Transport of refrigerated specimen.
Target Audience:	Staff involved in the transport of specimens by road, rail, sea or air particularly laboratory and portering staff.
Programme Requirements:	None
Assessment:	None- certificate of attendance will be issued and is valid for 2 years.
Level of Learning:	Basic understanding.
Is the Programme Mandatory for Tallaght University Hospital Staff:	Recommended for staff involved in the transport of specimens by road, rail, sea or air particularly laboratory and portering staff.
Number of Participants:	N/A
Facilitator:	EcoOnLine (annually)
Cost:	N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
On request	On request	1hr	Online	Contact health.safety@tuh.ie

Walk in eLearning Support Session

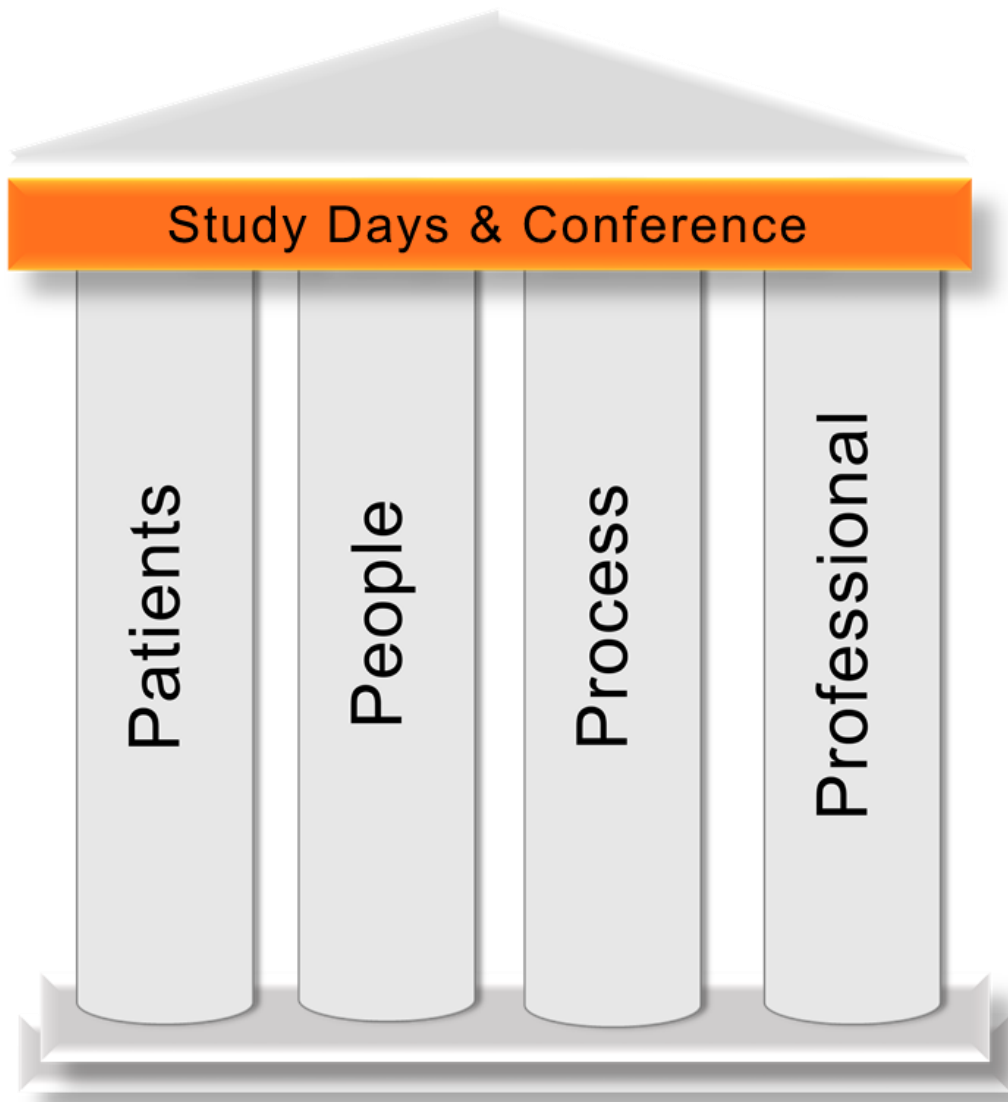
Aim & Learning Outcomes:	<ul style="list-style-type: none"> To assist staff in registering on Learning Station Assist staff in undertaking both their Mandatory and Non-mandatory Instruct staff in using Learning Station to enrol on classroom programmes
Content:	<ul style="list-style-type: none"> Setting up a username and password on Learning Station www.hseland.ie Enrolling on eLearning programme e.g. manual handling, hand hygiene & Data Protection Undertaking eLearning programmes and assessments
Target Audience:	<ul style="list-style-type: none"> Any staff member who would like to avail of assistance with eLearning. Staff who don't have access to a computer in their work area and who require a quiet space to undertake their eLearning
Programme Requirements:	<ul style="list-style-type: none"> Must have Hospital Network Username and Password
Assessment:	<ul style="list-style-type: none"> N/A
Level of Learning:	<ul style="list-style-type: none"> N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Is the Programme open to Non-Tallaght University Hospital Employees	<ul style="list-style-type: none"> No
Number of Participants:	<ul style="list-style-type: none"> 6 max
Facilitators:	<ul style="list-style-type: none"> Tom Martin & Karen Robinson
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method of Booking:
TBC	TBC	1 hr	Centre for Learning & Development	No Booking required Email: Tom.martin@tuh.ie / Karen.robinson2@tuh.ie

Writing for Publication

Aim & Learning Outcomes:	<p>The aim of this eLearning programme is to support you to publish an article in a peer-reviewed journal on, for example, an evaluation, a systematic review or an audit.</p> <p>By the end of the programme participants will be able to :</p> <ul style="list-style-type: none"> • Choose a topic based on the type of paper you want to write • Select a journal that is appropriate/relevant for the work you wish to publish • Prepare a paper for publication based on a piece of work undertaken and in line with the editorial policies of the selected journal • Interpret and respond to a reviewer's feedback • Prepare a final copy of a paper for publication
Content:	<ul style="list-style-type: none"> • Benefits of publishing • Why publish? • Planning to publish • Writing and submitting • Dealing with feedback and resubmitting • Summary and next steps
Target Audience:	<ul style="list-style-type: none"> • Nurses and Health and Social Care Professionals
Programme Requirements:	<ul style="list-style-type: none"> • Internet access • <i>HSELand</i> login, www.hseland.ie
Assessment:	<ul style="list-style-type: none"> • N/A
Level of Learning:	<ul style="list-style-type: none"> • N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> • No
Number of Participants:	<ul style="list-style-type: none"> • N/A
Host:	<ul style="list-style-type: none"> • HSELand
Cost:	<ul style="list-style-type: none"> • None

Date:	Time:	Duration:	Venue:	Method of Booking:
N/A	N/A	1.5 hours	N/A	TUH Learning Station via www.hseland.ie



Clinical Audit & Quality Improvement Symposium

Aim & Learning Outcomes:	A symposium to showcase the excellent clinical audits and quality improvement projects conducted in Tallaght University Hospital. Shared learning across multi-disciplinary professionals in an academic environment. Promotion of clinical audit and quality improvement methodology.
Content:	1-2 Key Note speakers relevant to the subject area. 4 clinical audits 4 quality improvement projects Poster display
Target Audience:	Open to all hospital staff
Programme Requirements:	Submissions accepted for consideration for oral presentation and Poster presentation.
Assessment:	Prizes awarded. Hospital medal and certificate awarded for the best oral presentation. Also Prize for best poster presentation
Level of Learning:	CPD approved NMBI approved category 1, 5 CEUs 4 CPD external or internal points for Medical staff
Is the Programme Mandatory for Tallaght University Hospital Staff:	No
Number of Participants:	100 plus
Facilitator:	Sinéad Palmer, Senior Clinical Audit Manager
Cost:	N/A Event is free to attend

Date:	Time:	Duration:	Venue:	Method of Booking:
To be confirmed	0830 to 1300	4 ½ hours	CLD/virtual	External invitees book through Sinéad Palmer Hospital staff do not need to book but must register on arrival if require CPD points.

Creative Lunchtime Workshops

Aim & Learning Outcomes:	<ul style="list-style-type: none"> Relax - Enjoy - Lunch and Learn
Content:	<ul style="list-style-type: none"> TUH Health and Wellbeing Committee present a series of 6 individual creative workshops that will introduce staff to a range of arts and crafts. Please visit the Arts Department – Intranet page for a more detailed description of the workshops. To book a place email Victoria.jones@tuh.ie noting workshop date and title.
Target Audience:	<ul style="list-style-type: none"> Open to all Hospital Staff
Programme Requirements:	<ul style="list-style-type: none"> n/a
Assessment:	<ul style="list-style-type: none"> n/a
Level of Learning:	<ul style="list-style-type: none"> Open to all levels
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number of Participants:	<ul style="list-style-type: none"> 10
Facilitator:	<ul style="list-style-type: none"> Olivia Hassett – Artist in Residence
Cost:	<ul style="list-style-type: none"> Free of charge funded by Healthy Ireland, supported by NCAH at TUH and the Meath Foundation

Date:	Time:	Duration:	Venue:		Method of Booking:
TBC	TBC	TBC	Centre for Learning & Development	Screen Printing	Email Victoria.jones@tuh.ie



The Meath Foundation Fondúireacht Na Mí

Healthcare Research, Education, Quality Improvement
& Arts in Health at Tallaght University Hospital

GP Study Day

Aim & Learning Outcomes:	<ul style="list-style-type: none"> Meet the learning outcomes required within external professional competence activities as set out in the Medical Council's eight domains of good professional practice.
Content:	<ul style="list-style-type: none"> Plenary lectures and a choice of workshops to cover areas of relevance to general practitioners across all medical specialities
Target Audience:	<ul style="list-style-type: none"> General practitioners.
Programme Requirements:	<ul style="list-style-type: none"> None
Assessment:	<ul style="list-style-type: none"> Self-assessment and feedback to facilitator on quality of content
Level Of Learning:	<ul style="list-style-type: none"> Meet the learning outcomes required within external professional competence activities as set out in the medical council's eight domains of good professional practice.
Is The Programme Mandatory For Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No
Number Of Participants:	<ul style="list-style-type: none"> This will depend on guidelines at the time of the study day
Facilitator:	<ul style="list-style-type: none"> Professor Greg Swanwick
Cost:	<ul style="list-style-type: none"> N/A

Date:	Time:	Duration:	Venue:	Method Of Booking:
Date for 2022 to be confirmed	To be confirmed.	To be confirmed	Centre for Learning & Development Tallaght University Hospital	Attendees can register with Ms Sandra Daly postgraduatecentre@tuh.ie or 01-4142883

Grand Rounds

Aim & Learning Outcomes:	<ul style="list-style-type: none"> Meet the learning outcomes required within external professional competence activities as set out in the Medical Council's eight domains of good professional practice.
Content:	<ul style="list-style-type: none"> Surgical and Medical Cases.
Target Audience:	<ul style="list-style-type: none"> All members of staff.
Programme Requirements:	<ul style="list-style-type: none"> Meet the learning outcomes required within external professional competence activities as set out in the Medical Council's eight domains of good professional practice.
Assessment:	<ul style="list-style-type: none"> Self-assessment and feedback to facilitator on quality of content
Level of Learning:	<ul style="list-style-type: none"> Meet the learning outcomes required within external professional competence activities as set out in the Medical Council's eight domains of good professional practice.
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No.
Number of Participants:	<ul style="list-style-type: none"> Currently max allowed to attend is 37 on the day Unlimited number can view online.
Facilitator:	<ul style="list-style-type: none"> Professor Greg Swanwick
Cost:	<ul style="list-style-type: none"> None

Date:	Time:	Duration:	Venue:	Method Of Booking:
Every Friday from the 3rd September 2021 until the last Friday in June 2022.	08.00 am - 09.00 am	1 hour	Trinity Lecture Theatre, Centre for Learning & Development, Tallaght University Hospital.	Currently the maximum number permitted to attend is 37 and Those interested in attending in person must pre-register in advance by emailing postgraduatecentre@tuh.ie

Introduction to Renal Nursing Study Day

Aim & Learning Outcomes:	<ul style="list-style-type: none"> To introduce the registered nurse to the requisite knowledge and skills to competently care for a patient with renal disease. To prepare the nurse to respond effectively and creatively to the needs of patients utilising a range of complex specialist skills. To enable the nurse to become a life-long learner, developing personally and professionally so that they possess an ongoing critical awareness of contemporary issues in renal nursing.
Content:	<ul style="list-style-type: none"> Introduction to Renal Policies and Guidelines. Anatomy and Physiology of the Renal System. Nursing Management of a Patient with Chronic Kidney Disease. Nursing Management of a Patient with Acute Kidney Injury. Nursing Management of a Patient with Renal Anaemia. Introduction to Peritoneal Dialysis. Introduction to Haemodialysis. Nutrition in Patients with Chronic Kidney Disease. Introduction to Renal Transplantation. Medication Management in Patients with Chronic Kidney Disease.
Target Audience:	All Registered Nurses in Tallaght University Hospital
Programme Requirements:	Registered Nurse working in Tallaght University Hospital
Assessment:	Not Applicable
Level Of Learning:	Category 1 NMBI approved
Is The Programme Mandatory For Tallaght University Hospital Staff:	No
Number Of Participants:	Minimum 5 Maximum 30
Facilitator:	Cesira McCrohan, Cesira.McCrohan@tuh.ie
Cost:	No Charge

Date:	Time:	Duration:	Venue:	Method Of Booking:
Annual	08.00-16.00	8 Hours	Centre for Learning and Development, Tallaght University Hospital	TUH Learning Station via www.hseland.ie

Robert Mayne Lecture

Aim & Learning Outcomes:	<ul style="list-style-type: none"> Meet the learning outcomes required within external professional competence activities as set out in the Medical Council's eight domains of good professional practice.
Content:	<ul style="list-style-type: none"> Speaker for 2021 to be confirmed.
Target Audience:	<ul style="list-style-type: none"> All staff from Tallaght University Hospital, St. James Hospital, Naas Hospital and local general practitioners.
Programme Requirements:	<ul style="list-style-type: none"> Meet the learning outcomes required within external professional competence activities as set out in the Medical Council's eight domains of good professional practice.
Assessment:	<ul style="list-style-type: none"> Self-assessment and feedback to facilitator on quality of content
Level of Learning:	<ul style="list-style-type: none"> Meet the learning outcomes required within external professional competence activities as set out in the Medical Council's eight domains of good professional practice.
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> No.
Number of Participants:	<ul style="list-style-type: none"> Will depend on restrictions if any at the time.
Facilitator:	<ul style="list-style-type: none"> Professor Greg Swanwick.
Cost:	<ul style="list-style-type: none"> None.

Date:	Time:	Duration:	Venue:	Method Of Booking:
To be confirmed (Provisionally November-December 2021)	To be confirmed	1 hour	Trinity Lecture Theatre, Tallaght University Hospital.	Attendees can register with Ms Sandra Daly by emailing postgraduatecentre@tuh.ie or telephone 01-4142883

Transition Year Webinar Series 2021/22

Aim & Learning Outcomes:	<ul style="list-style-type: none"> To facilitate two complete Transition Year Healthcare webinars to Secondary schools within the Hospital's catchment area and beyond. To provide an interactive programme that promotes the many career pathways with the Irish Health Care System
Content:	<ul style="list-style-type: none"> The CLD will provide six two hour programmes for students to explore the following career pathways Group 1: Healthcare - Occupational Therapy, Medicine, Pharmacy & Physiotherapy Group 2: Nursing – Children's, Adult & Mental health Nursing Group 3: Science Clinical engineering, medical physics & laboratory science Group 4: Finance, administration & ICT Group 5 : Household & patient services – pastoral care, portering, catering & stores Group 6: Health & Social Care Professionals – Social Work,,Clinical Nutrition & Health Care Assistant
Target Audience:	<ul style="list-style-type: none"> All Secondary Schools registered for the webinar series
Programme Requirements:	<ul style="list-style-type: none"> Ideally students should attend the programme whilst in school & under the supervision of a teacher
Assessment:	<ul style="list-style-type: none"> Post programme evaluation
Level of Learning:	<ul style="list-style-type: none"> N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	<ul style="list-style-type: none"> N/A
Number of Participants:	<ul style="list-style-type: none"> Max 150 students per programme – but determined by programme being facilitated in term time
Facilitator:	<ul style="list-style-type: none"> Deirdre Fullam
Cost:	<ul style="list-style-type: none"> No cost to schools

Date:	Time:	Duration:	Venue:	Method of Booking:
TBC	TBC	6 X 2 Hour sessions outlined above	Webinar	Please email ty@tuh.ie



World Hand Hygiene Day (Held in May)

Aim & Learning Outcomes:	<ul style="list-style-type: none"> To share information regarding hand hygiene. To improve compliance among all healthcare workers and patients and thus reduce the incidence of healthcare associated infections To update knowledge and highlight the importance of hand hygiene
Content:	Hand hygiene
Target Audience:	Staff ,patients & visitors
Programme Requirements:	None
Assessment:	Can change year on year. Hand hygiene technique & assessment of knowledge in the Staff Quiz.
Level of Learning:	N/A
Is the Programme Mandatory for Tallaght University Hospital Staff:	No
Number of Participants:	Hospital wide
Facilitator:	N/A
Cost:	None

Date:	Time:	Duration:	Venue:	Method of Booking:
Annually		1 Day	The hospital Canteen or the Main Atrium	N/A



**Tallaght
University
Hospital**

Ospidéal
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TUH Leadership Academy

The TUH Leadership Academy offers of a number of programmes to support leaders and people managers in their roles in the Hospital. Programmes available:

1. An Introduction to Leadership and People Management (Page 144)
2. Advanced Leadership Development Programme (Page 145)
3. Meath Foundation/TUH Fellowships: Master's Degree Programmes (Page 146)
4. TUH Coaching Programme (Page 148)
5. Mentoring (Page 150)



**The Meath Foundation
Fondúireacht Na Mí**

Healthcare Research, Education, Quality Improvement
& Arts in Health at Tallaght University Hospital

Education and Training Programmes for Managers

The following education and training programmes are designed to support line managers in their roles in TUH. All programmes listed (1-23) are provided by the Centre for Learning and Development at no cost to staff.

1. Advanced Leadership Development Programme
2. An Introduction to Leadership and People Management
3. Attendance Management
4. Change Management
5. Coaching Programme
6. Conducting Trust in Care Investigations
7. Conflict Management and Resolution Workshop
8. Dignity at Work
9. Grievance Investigations
10. Introduction to Clinical Leadership – National Programme (for clinical managers)
11. Introduction to Mentoring
12. Managing Poor Performance up to and including Disciplinary Investigations
13. National Healthcare Communications Programme – Module 1 – Making Connections
14. National Healthcare Communications Programme – Module 4 –Communicating With Colleagues and Promoting Team Work
15. Patient Advice & Liaison Service – Dealing With Complaints
16. Patient Advice & Liaison Service - How to Investigate & Respond To A Complaint
17. Quality Conversations – Staff Engagement and Promoting Dignity & Respect In The Workplace
18. Recruitment & Interviewing Education Programme
19. Supporting Managers In Leading Remote Teams
20. Managing your Time Effectively
21. Meeting Facilitation Skills
22. Policy, Procedure, Protocol and Guideline Document Workshop
23. Presentation Skills Training
24. An Introduction to Report Writing

Degree and Masters Level Leadership and Management Programmes:

A number of leadership and management programmes at degree and masters levels are provided by universities and colleges e.g.:

Trinity College Dublin www.tcd.ie

Royal College of Surgeons in Ireland, Institute of Leadership www.rcsi.ie

Meath Foundation/TUH Fellowships to undertake one of the MSc in Leadership in the RCSI are advertised each spring.

University College Dublin www.ucd.ie

National College of Ireland www.ncirl.ie

Dublin Business School www.dbs.ie

The above is not an exhaustive list. As a line manager you are advised to discuss in advance with your manager which programme may be best suited to you in your role/specialty. The Head of Learning and Development, Centre for Learning and Development is also available to advise you.

You may be able to apply for study leave and funding if you are planning to undertake a degree or masters level programme. Refer to the Learning and Development Leave and Funding Policy on Q Pulse. For instructions on how to apply for leave and/or funding please refer to the current Centre for Learning and Development Prospectus on the CLD intranet page or TUH internet page www.tuh.ie



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