

# Health Care Support Worker Paediatrics Induction

## Completion Checklist



### A warm welcome to NHS Greater Glasgow & Clyde

We hope you feel welcome and valued as you join us. The following essential learning resources aim to provide consistent and comprehensive information to prepare and inform safe, effective person centred practice for your new role and working environment.

**Sign** to confirm you have viewed and completed each resource.

**Share** your completed checklist with your SCN or Team Lead who will sign and retain a copy in your personal file.

**Scan** your completed checklist to [ggc.practicedevelopmentinduction@ggc.scot.nhs.uk](mailto:ggc.practicedevelopmentinduction@ggc.scot.nhs.uk)

<mailto:practicedevelopmentnominations@ggc.scot.nhs.uk> to receive your certificate.

**If your post is solely with NHSGGC Staff Bank you do not require a SCN/M signature but should instead send this completed checklist to [adminstaffbank@ggc.scot.nhs.uk](mailto:adminstaffbank@ggc.scot.nhs.uk)**

| Resource Hyperlinks   | Topic   | Your Completion Signature |
|---|---|---------------------------|
| <a href="#">Video</a>   | Welcome Message from Jen Rodgers, Deputy Nurse Director, Corporate and Community. |                           |
| <a href="#">Presentation</a>  | HCSW Fundamental Care   |                           |
| <a href="#">Video</a>   | NHSGGC – Care Rounding guidance for HCSW  |                           |
| <a href="#">Presentation</a>  | Delivering High-Quality person-centered Health and Care                           |                           |
| <a href="#">Presentation</a>  | Food Fluid and Nutrition  |                           |
| <a href="#">Presentation</a>  | Tissue Viability Presentation   |                           |
| <a href="#">Video</a>   | Put on ('donning') and take off('doffing') PPE                                    |                           |
| <a href="#">Presentation</a>  | Babies, Children, and Young People Palliative Care                                |                           |
| <a href="#">Video</a>   | NHSGGC - Sharps Training  |                           |
| The following modules can all be found on <a href="#">learnPro® NHS</a> and must be completed:  |   |                           |
| <b>Statutory / Mandatory tab</b>  |   |                           |
| Once for Scotland   | Fire safety   |                           |
| Once for Scotland   | Safe Information Handling   |                           |
| Once for Scotland   | Cyber Security  |                           |
| Once for Scotland   | Understanding Equality, Diversity & Human Rights                                  |                           |
| Once for Scotland   | Manual Handling Theory  |                           |
| Once for Scotland   | Why Infection Control Matters   |                           |
| Once for Scotland   | Fraud Awareness   |                           |
| Once for Scotland   | Prevention and Management of Violence and Aggression                              |                           |
| Once for Scotland   | Child Protection and Adult Support and Protection                                 |                           |
| GGC 002   | Health & safety, An Introduction  |                           |
| <a href="#">Preparing for work in health and social care   Turas   Learn (nhs.scot)</a>   |   |                           |
| <a href="#">TURAS Learn</a>   | Who's who in health and social care   |                           |
| <a href="#">TURAS Learn</a>   | Bed Making  |                           |
| <b>'Infection Prevention and Control' tab, the following parts within the course entitled NES Scottish IPC Education Pathway (SIPSEP)</b> |   |                           |
| NES   | Infection Prevention & Control - C. difficile                                     |                           |
| NES   | Prevention and Management of Occupational Exposure                                |                           |

| Role Specific Mandatory tab   |   |                    |
|---|---|--------------------|
| GGC:221   | Bedrails  |                    |
| GGC:061   | Management of Needle stick and Similar Injuries |                    |
| CPD tab   |   |                    |
| GGC:057   | Health Care Support Worker Code of Conduct      |                    |
| GGC:080   | Prevention of Pressure Ulcers                   |                    |
| <b>Blood Transfusion</b> Ask your SCN/Team lead if this will be part of your role. If this is part of your role local training will be provided. <b>If your post is solely with the NHSGGC Staff Bank the blood transfusion process is not part of your role.</b> |   |                    |
| Completion Checklist Sign-Off   |   |                    |
| Print Name:   |   | Your Signature:    |
| Ward:   | Hospital:                                       | Staff Bank? yes/no |
| SCN or Team Lead Signature  |   | n/a                |
| Completion Date:  |   |                    |

