

## **Safeguarding adult training requirements and competences for healthcare staff**

The Royal Colleges have produced an Intercollegiate Document that sets out the minimum standards for Adult Safeguarding staffing resource.

**Full details and definition of staff groups and competences at each level can be found here:**

<https://www.rcn.org.uk/professional-development/publications/pub-007069>

## **What are the Safeguarding Adults training requirements for NHS Staff?**

### **Level 1 staff**

All health care staff including, receptionists, administrative staff, caterers, domestic and transport staff, porters, community pharmacist counter staff, peer support workers and maintenance staff, board level executives and non-executives, non-clinical staff working in primary health care settings)

Over a three-year period, staff at level 1 should receive refresher training equivalent to a minimum of two hours. This should provide key adult safeguarding guidance.

### **Level 2 staff**

This includes administrators for safeguarding teams, health students, phlebotomists, pharmacists, 111/999 communications centre staff, orthodontists, dentists, dental care professionals, audiologists, optometrists, nursing associates, clinical researchers, allied health professionals, ambulance staff, staff who

work in virtual/online health settings who provide any health care online, registered nurses, medical staff and GP practice managers.

Over a three-year period, professionals at level 2 should receive refresher training equivalent to a minimum of 3-4 hours.

**Level 3: Registered health care staff who engage in assessing, planning, intervening and evaluating the needs of adults where there are safeguarding concerns (as appropriate to role)**

This includes safeguarding professionals, medical staff, general practitioners, registered nurses, urgent and unscheduled care staff, psychologists, psychotherapists, adult learning/intellectual disability practitioners, health professionals working in substance misuse services, paramedics, sexual health staff, care home managers, health visitors, midwives, dentists, pharmacists with a lead role in adult protection (as appropriate to their role).

Over a three-year period, professionals at level 3 should receive refresher training equivalent to a minimum of eight hours.

**Level 4 staff**

This includes lead doctors, heads of adult safeguarding, and **CCG** Named GPs/Doctors.

Named professionals working in provider or commissioning services (**this does not include Safeguarding Lead GPs in each practice setting who are at Level 3**)

Named professionals should attend a minimum of **24 hours** of education, training and learning over a three-year period. This should include

clinical leadership, appraisal, and supervision training.

### **Level 5 staff**

CCG Designated Professionals should attend a minimum of **24 hours** of education, training and learning over a three-year period. This should include leadership, appraisal, supervision training and the context of other professionals work.

### **Where can I access Safeguarding Adults Training?**

ELearning:

[Safeguarding adults eLearning for healthcare](#)

<https://www.scie.org.uk/training/safeguarding/>

<https://ssab.safeguardingsomerset.org.uk/information/learning-and-development/>

### **Safeguarding children training information:**



### **Safeguarding Children Training requirements for all Health Care staff**

[Intercollegiate Document](#) includes clear guidance on safeguarding children training requirements for all health care staff. The Intercollegiate Document 2019 is referenced through the [NHSE Safeguarding Policy](#) and includes the following mandatory safeguarding children training requirements:

Level of training required	Examples of Staff Group (within Primary Care)	Hours required
3	GPs, GP safeguarding leads, Practice Nurses	<b>Initial / Foundation:</b> 16 hours <b>Refresher training:</b> 12 to 16

	and all other clinical staff	hours over a 3 period
2	GP practice managers, GP reception managers, GP practice safeguarding administrators	<b>Refresher training:</b> 4 hours over a 3 year period
1	Receptionists, administrative staff, non- clinical staff, volunteers	<b>Refresher training:</b> minimum of 2 hours over a 3 year period

### A blended approach to meeting safeguarding children training competencies for Level 1 to 4

The Intercollegiate Document describes a blended approach to training, i.e. when looking at training and development opportunities these can comprise of e-Learning, face to face training and multi-agency events. Multi-agency learning and development opportunities could include attendance at multiagency child protection/child in need meetings if you ensure you can evidence learning and the impact on your practice. The CCG recommends you use the Intercollegiate Document evidence of learning and reflection record templates to achieve this:

[Education, training and learning reflection record Level 1](#)

[Education, training and learning reflection record Level 2](#)

[Education, training and learning reflection record Level 3](#)

### Multi-Agency training opportunities

The Somerset Safeguarding Children Partnership (formally the SSCB) deliver a programme of Level 3 multiagency training. As the CCG is one of the 3 Lead safeguarding partners; health agencies always have a **small number of free places** in various locations.

Booking details and further information on the comprehensive SSCP training programme is available here: <https://sscb.safeguardingsomerset.org.uk/training/> and **please request a free health place when booking** (first come first served basis). **The SSCP training brochure includes guidance on how to book on individual training.** This training programme is not managed by the CCG's safeguarding children team.

As per the Intercollegiate Document and feedback from CQC inspections within Somerset, Level 3 staff require face to face training, some of which needs to be multi-agency. The SSCP training is ideal for meeting this statutory safeguarding children training multi-agency requirement.

**Please note:** Level 3 competencies and safeguarding children training are required for clinical staff only (GPs/Nurses etc). GPs and Nurses meet the requirements for

*attendance on these SSCP courses, therefore ignore the highlighted info in the training brochure stating you should have attended previous SSCB training, before being allowed to access the Level 3 safeguarding children training.*

## **Safeguarding Children Training facilitated by the CCG's Safeguarding Children team**

### **Locality Based Safeguarding Children Training for Level 3 Primary Care staff:**

The CCG have developed a sustainable model of safeguarding children training, in partnership with GP safeguarding leads, which is delivered to primary care staff requiring level 3 safeguarding children training across Somerset. Going forwards we are adapting this model to align with the Primary Care Networks.

### **Safeguarding Children Training plans for GP practices:**

The most up to date current training plans and presentations are available by contacting the Safeguarding Children team at [somccg.cla.safeguarding-children@nhs.net](mailto:somccg.cla.safeguarding-children@nhs.net). These can be utilised by the GP safeguarding leads for single practice training sessions with practice staff.

### **GP safeguarding leads training day**

We continue to offer a biannual training day at Wynford House to support the GP safeguarding leads in developing and delivering safeguarding children training in each of their practices, keeping updated and to meet individual training requirements. These training days are managed by the CCG's safeguarding children team and are usually held in January and July each year. For further information email the team as above.

## **Alternative training opportunities**

**GPET:** There are also training opportunities through the Somerset GP Education Trust: <https://www.somersetgpeducationtrust.co.uk/>

**YDH:** Safeguarding Children and Adult Level 3 modules can be accessed by GPs via Yeovil District Hospital's Training Academy. If you are a Symphony Healthcare Service (SHS) GP Practice, this is free of charge. This training is heavily subsidised for other Somerset practices at £40.00 per year, per clinician, to cover ALL mandatory training, and £20.00 per year per non-clinician. For further information and to book, contact Yeovil District Hospital's Training Academy on 01935 384585.

**eLearning:** The Royal College of Paediatrics and Child Health have developed in partnership with eLearning for Health care (e-lfh) a comprehensive eLearning programme for safeguarding children at level 1 -3 staff:

<http://www.e-lfh.org.uk/programmes/safeguarding-children/how-to-access/>

<http://www.rcpch.ac.uk/training-examinations-professional-development/continuing-professional-development-cpd/education-p-7>

Ensuring staff are compliant with mandatory safeguarding children training as per the Intercollegiate Document is a shared remit between each Provider, Practice, NHS England and the CCG.