

Deprivation of Liberty-Multi-Agency Training

DoLS – Participants should attend the basic awareness or Managers, Supervisory Body/Managing Authority Training, NOT BOTH. Participants need to attend MCA awareness or assessment training prior to attending any DoLS training courses.

Course:	Deprivation of Liberty Safeguards for Managers, Supervisory Bodies and Managing Authorities
Duration:	3 hours
Dates & venues:	9 June 2011 Room 12, Shieldfield Centre.
Times:	9.30am – 12.30pm (registration is at 9.15am) or 1.30pm – 4.30pm (registration is at 1.15pm)
Target group:	Staff who have a responsibility for applying the Deprivation of Liberty Safeguards. This will include anybody who arranges residential or nursing care such as: Managers registered under the Care Standards Act (2000), Deputy Managers, Ward Managers, Senior Practitioners, Team Managers, Signatories, Social Workers, Social Care Assessment Officers, Care Co-ordinators, Care Managers, Band 5 Nurses or above, IMCA's, Paid Relevant Person's Representatives Please note – staff who need a working knowledge of the DoLS they should attend the DoLS – Basic Awareness course.
Aims:	To provide in-depth knowledge of the Deprivation of Liberty Safeguards process and documentation.
Learning outcomes:	This course will provide staff with an understanding of: <ul style="list-style-type: none"> • The background to DoLS legislation • The role of the Managing Authority and the Supervisory Body • The distinction between a restriction of liberty and a deprivation of liberty • The assessment and authorisation process • The roles involved including IMCA and Paid Representatives • The link between DoLS and Safeguarding Adults The DoLS documentation and completion
Method:	Active group work and trainer presentation

Booking Form

Course:			
Date:		Time:	
Venue:			
Name:			
Job title:			
Name and address of organisation:			
Sector code (office use only)	IS		
Email address:			
Work contact number:			
Line manager's name:			
Line manager's signature:			
Any special requirements:			

- Please return this form by fax to: 0191 277 2099 or email to heather.wild@newcastle.gov.uk
- Please see guidance notes below

Guidance Notes

Booking

- Please complete booking form attached.
- Please return the form by fax to: 0191 2772099 or email it to heather.wild@newcastle.gov.uk

Allocation of places and general information

- You will receive a confirmation email or letter. Please **do not** attend the session unless you receive a confirmation email or letter.
- You must attend the full course to receive a certificate
- Please ensure that you meet the criteria for attending the course and that you have discussed this with your line manager.

Equal Opportunities

- Newcastle City Council is committed to a policy of Equal Opportunities and aims to provide training which reflects this. We try to: ensure that all participants are treated as individuals; the opinion of you and others is respected; challenge inappropriate behaviour and language.
- If you would like to discuss any special requirements you may need prior to the course, please contact: Heather Wild Tel: 0191 2772093 or email: heather.wild@newcastle.gov.uk

Charges for Attendance

- Training is free

Cancellations

- Non-attendance should be notified at least 24 hours prior to the course unless a person is ill or has extenuating circumstances. A substitute can take a person's place.
- Non-attendance without notification will result in a £15 charge per person, per session to the booking organisation. This will be charged on a quarterly basis.
- You can phone – 0191 2772093 - if there are any problems with your booking (e.g. cancellation/substitution)

Data Protection

- Under the Data Protection Act we have to tell you about the information we hold about you. We keep names and work addresses on a computerised database to monitor organisational training levels.
- We also keep hard copies of application forms and course evaluation forms for up to one year, after which they are destroyed. If you'd prefer us not to keep this information please inform the Training Administrator on 0191 278 8156