

# Information Request

(Please complete all sections in block capitals)

## Block Capitals

Name \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
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Tel. No. \_\_\_\_\_

Mobile No. \_\_\_\_\_

E-mail: \_\_\_\_\_

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Signed : \_\_\_\_\_

Date : \_\_\_\_\_

Please forward completed form to:-

**Neil Dawn Associates,  
Belleek Avenue,  
Ballina,  
County Mayo**

## Contact Details

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Or  
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Neil Dawn Associates  
is a

FETAC & City & Guilds  
Registered Centre



**Neil Dawn Associates**

Belleek Avenue  
Ballina  
Co Mayo  
Ireland

# Neil Dawn Associates



## Care Skills

*FETAC – Level 5*



## ***Course Details***

Care Skills is designed to equip the learner with the skills and knowledge to work effectively in a care setting. The aim of the module is to recognise the personal care needs of clients. This module is key component in understanding and meeting the requirements of the new HIQA Standards. Consequently, learners are able to demonstrate the requirements of **HIQA** in responding to the individual needs of residents. The learner will be able to respond effectively to the clients' individual needs while also providing respect for the property and safeguard dignity of clients. Learners will gain an understanding of the importance of providing a safe, healthy and hygienic environment for clients.

This learning module has been developed to enable participants build their competence and confidence in a unique learning style that caters for individual learning needs and abilities.

## ***Learning Outcomes***

On completion of this programme participants will be able to

1. Understand and demonstrate the role and responsibilities of care assistant and how it relates to the appropriate **HIQA** Standards
2. Communicate effectively with patients, relatives, co-workers, multidisciplinary teams including staff and management.
3. Recognise individual patient's needs and requirements and develop appropriate practices in meeting them.
4. Demonstrate good working practices in the provision of individualised holistic care which safeguards privacy and dignity of clients.
5. Assist clients with sensory equipment, glasses, hearing aids etc. and mechanical aids
6. Assist clients with personal hygiene as appropriate.
7. Maintain a safe and hygienic environment for clients
8. Report any changes in the clients condition to the relevant supervisor
9. Complete and maintain client documentation where appropriate.

## ***Programme Content***

The programme is grouped into 3 units

- Client Care
- Using Equipment
- Assisting Skills

## ***Assessment Process***

All assessment is carried out in accordance with FETAC regulations. Assessment is devised by the internal assessor, with external moderation by FETAC.

### **Skills Demonstration 60%**

Students will be assessed in a range of practical skills completing a minimum of three practical tasks with reference to the following elements:-

- Preparation and Implementation
- Communication.
- Health and Safety Provision

### **Assignment (2) – 40%**

Candidates will produce two assignment which will produce evidence demonstration an understanding of an area studied.

The assignment will contain evidence of

- Needs of the Client
- Level of Assistance required
- Course of Action

### **Certification**

On completion of this programme students will receive a minor award at FETAC level 5 – Care Skills (D20163). It is a mandatory module for the Certificate in Healthcare Support.

## ***Programme Schedule***

This module can be delivered over four days. One day per week over four weeks

### **Desired Admission Requirements**

- General standard of education.
- Ability to learn in a group environment.

### **Special Requirements**

Candidates should hold an Irish Heart level 3 Saver CPR Certificate or equivalent.

### ***Neil Dawn Associates***

Neil Dawn Associates is based in Ballina, County Mayo and has provided training to all types of organisations from FETAC level 3 programmes to currently running a Masters Degree programme accredited by Leeds Metropolitan University. Established in 2000 and based in Ballina Neil Dawn Associates offers quality training with excellent results.

### **HIQA Quality Assurance Programme**

The new *National Quality Standards for Residential Care Settings for Older People* in Ireland and the **Health Information and Quality Authority (HIQA)** have been established to drive high quality and care for people using our health and social services.

To enable Care homes to meet the 7 sections and 32 standards of HIQA Neil Dawn Associates have developed a coaching programme to assist care homes develop their Quality Assurance processes in order to meet the requirements of the **HIQA** Standards. The programme will enable care home proprietors, management and staff to meet their responsibilities in the development of the procedures and the inspection.

Whilst the coaching programme can be undertaken on a one-to-one basis it is much better completed within a local network of Care Homes learning with and from each other.

For more information contact: Anne