



PRTL Audit Submission Form

Social Care Worker

Full name: ... Alice Anon.....

Employer name (if in employment): Main Street Care.....

Registration 6023312

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Complete electronically if possible and return via email:

info@niscc.hscni.net

If complete manually please return to the address below:

Northern Ireland Social Care Council

7th Floor, Millennium House

19-25 Great Victoria Street

PRTL Audit Submission Form - Social Care Workers

Full names: Alice Anon

NISCC Registration Number (SCR) : 6023312

Employer name (if in employment): Main Street Care

Description of your Social Care Role:

I work in a nursing home and do the following:

- To assist residents with personal care, including getting up /going to bed, washing, bathing, dressing/undressing and toileting.
- To assist residents with mobility problems and other physical disabilities, including incontinence and help in the use and care of aids and personal equipment.
- To care for residents who are temporarily sick, for example with minor dressings, bed nursing, help with feeding etc.
- To help care for residents who are dying.
- To help the promotion of mental and physical activity of service users through talking to them, sharing activities such as reading, writing and hobbies, taking them out for recreational/social, educational and employment activities.
- To do light cleaning tasks such as, changing beds, tidying rooms, empty commodes.
- Help serve meals and feed service users who need assistance.
- Read and write reports, take part in staff meetings.
- To report significant changes in the residents health and circumstances, to the duty manager.
- To handle finances for the resident as documented in the service users care plan.
- To assist with medication.

Date	Duration (Hours)	Brief description of activity	How has this activity improved your work and helped the people you support/care for?
12/02/2013 30/04/2016	4 (2 hrs ea)	Mandatory Training - Protection of Vulnerable Adults	I have learned about the many types of abuse that the residents I care for may be exposed to and what I should be aware of.. I also know when I should be reporting any concerns to my manager.
12/02/2013 30/04/2016	4 (2 hrs ea)	Mandatory Training - Moving and Handling	This is what I do every day in the home- it helps me move residents safely . When I am more confident it is better for the service user.
12/02/2013 30/04/2016	4 (2 hrs ea)	Mandatory Training - Infection Prevention and Control	This is important to ensure care is safe and effective. Some of the areas I have covered are using protective clothing, the importance of careful handwashing and how to clean a room if there is an outbreak of norovirus. All very important to keep residents well.

13/04/2013 28/06/2014 09/05/2015 03/03/2016 14/04/2017	10 (2 hrs ea)	Mandatory Training - First Aid	I know how to respond to emergency situations and when to seek immediate help. This is of benefit to the residents I care for. I can also use this training outside work.
13/04/2013 25/05/2016	4 (2 hrs ea)	Mandatory Training - Medication	This training ensured I work safely with medications following all instructions and recording as directed. No matter how busy I am I understand I must do this to keep residents safe .
13/04/2013 08/12/2013 28/06/2014 08/11/2014 09/05/2015 03/11/2015 03/03/2016 14/04/2017	4 (30 min ea)	Mandatory Training - Fire Safety (every 6 months)	Every six months I have this training- I am always surprised how much I have forgotten and how easily a fire can start. I understand the systems in the home if there is a fire. Refresher ensures this at the front of my mind when in work and that I can respond quickly if there was a fire.

<p>05/01/2013 13/02/2014 21/01/2015 18/01/2016 30/01/2017</p>	<p>5 (1 hr ea)</p>	<p>Mandatory Training - Practice Fire Drills - All Staff</p>	<p>I know how important this is to keep residents , myself and colleagues safe. It is important to do these drills regularly.</p>
<p>April 2013</p>	<p>20</p>	<p>Completed the NISCC Induction Standards NI Workbook</p>	<p>I worked through the Induction Standards Workbook with my manager's help. This improved my knowledge and understanding of how the standards apply to my work.</p>
<p>08/09/2017</p>	<p>6</p>	<p>Attended a 1 day training session with Property Services Manager on Fire Safety and Health and Safety. Talked about scenarios based around Grenfell Towers. Also reviewed policies and fire drills for the building.</p>	<p>I feel more confident if there was a fire. Residents feel safer knowing we have reviewed all fire safety issues and included them in fire drills.</p>

20/03/2017	2	Worked with behavioural team to agree protocols on working with a client with Dementia.	I now have a better understanding of a residents behaviours and how to respond in a positive manner.
7/02/2016	3	Reviewed policies with my manager and helped agree changes.	Clearer understanding of work place policies and my responsibility regarding these.
12/01/2016	2	Team meeting reviewing NISCC Standards of Conduct and Practice for Social Care Workers.	These standards describe how I should do my day to day work and behaviour expected of me. Copies have been given to residents so that they are aware of the standards expected of me as a worker.

06/09/2017	2	Team meeting that focussed on use and risks of social media.	I now understand that I should not take pictures of residents and post on Instagram or comment on any social media about my job and the people I work with or support. This helps clients feel they can speak freely to me.
01/08/2014	3	Continence Training	I have more knowledge of reasons for incontinence, for example fluid intake. I am more aware of different incontinence aids and the importance of correct fitting of pads. I am more aware of the need for dignity, respect and privacy. The residents I care for now, I ensure that garments are fitting properly and the people I care for now have increased comfort.
10/11/2017	2	Watched Panorama special on the crisis in social care in the UK. This led to a discussion in a Team Meeting about problems with recruitment and retention of staff.	This raised my awareness of the financial issues and risks facing the sector. Ideas were shared on how to recruit new people or what can be done to keep existing staff, such as more family friendly policies.

23/04/2014	2	Money Management	<p>I learned about the proper procedures to help residents with their money – for example I must get a receipt and record it properly in their book to ensure it is noted. This provides protection for the residents and helps them trust me more.</p> <p>I also now understand the policy of not being able to accept gifts or money from residents or their families.</p>
16/03/2016	2	Whistleblowing	<p>I learned that I have a right to raise concerns if I see poor or unsafe practice. I learned the right way to raise a concern with my employer. This supports integrity and transparency and ensures fairness across the workforce. It helps to eliminate poor practice and improves standards.</p>
29/04/2015 30/04/2015	12	Job Shadowed my colleague when taking over the care of some of her residents	<p>I spent the day shadowing my colleague to learn about the individual needs of residents to ensure they continue to receive the care they are used to.</p>

Total training and learning for period of registration (Hours): 91 hours

Registrant Declaration

I confirm that I have undertaken the activities recorded on this form and that the details I have provided are accurate. I understand that failure to meet Post Registration Training and Learning Requirements, or the provision of false information in relation to meeting these requirements, may be considered by the Northern Ireland Social Care Council as misconduct.

Registrant Signature: Alice Anon **Date:** 1/6/2018

Managers Signature: _____ **Date:** _____