West Hertfordshire Hospitals NHS
NHS Trust

Action plan to meet safeguarding adults training target of 85%

This action plan addresses the requirement to meet the target of 85% compliance with mandatory safeguarding adults training. Due to the low numbers of recorded training it is estimated that it will take 2-3 years to reach a compliance of 85%. It should be noted however that safeguarding vulnerable adult training has been taking place over the last five years. Until recently it was not part of the mandatory training matrix and therefore not recorded on the Trust training database. Training at level 2 is a new addition and was rolled in January 2013.

Level 1 adults	Classroom training	E.learning	Comments	Actions
Compliance rate June 2013 = 53% 2235 existing staff require training at level 1 Training 1630 will achieve 85% compliance	Seven classroom sessions per year with an average of 40 attendees per session = 280 plus 280 staff attending level 2 training and gaining a level 1 competence. = Total 560 staff this year (2013). All new starters (clinical and non clinical) receive level 1 at corporate induction	. E-learning uptake has been very encouraging at level 1 with 60 completions in February 2013. We would expect this figure to reduce each month as those staff who use this medium will have completed the relevant module as soon as possible.	Assume 560 attend classroom this year with a further 300 completing via e-learning this will leave approximately 1400 staff outstanding. A better than expected uptake of the e-learning option will reduce the timescale to reach 85% compliance. **It is estimated that it will take approx. 2 years to reach a compliance rate of 85%**	Actively promote E-learning at level 1 for non-clinical staff. Training rates will be reported on monthly (level 1) and we should expect to see month on month improvements

Level 2 adults	Classroom training	E.learning	Comments	Actions
Compliance rate June 2013 = 25% 2234 existing staff require training at level 2 Training 1837 will achieve 85% compliance	Seven classroom sessions per year with an average of 40 attendees per session = 280 All new sarters (Clinical) now receive level 2 on the second day of induction	E. learning uptake has not been as positive at level 2 as these staff are clinical and have limited access to PC's in the workplace	Level 2 safeguarding adults training for clinical staff has been on the mandatory training matrix since January 2013 Assume 280 staff attend classroom this year and a further 100 complete via – learning. If elearning does not increase and we do not offer bespoke sessions it will take around 4.5 years to reach 85% Best case scenario is that we can achieve **85% within 3 years**	Actively promote E.learning as an option for clinical staff at level 2. Named Nurse for Safeguarding adults to offer be-spoke training sessions where possible. Training rates will be reported on monthly (level 2) and we should expect to see month on month improvements
Immediate action	Priority area 277 staff in total	Action required	Comments	Progress
Target areas to achieve level 2 compliance by January 2014	**Care of the elderly wards (group 1)** Croxley Ward = 20 staff non-compliant Sarrat Ward = 37 staff non-compliant	Named Nurse Safeguarding Adults to set up additional bespoke sessions at level 2 x 3 per month. Matron to release staff to attend as a priority	Level 2 training will meet competency for 1 and 2 This action will be actively monitored by the safeguarding adult committee All staff to be encouraged to book on to mandatory training either as classroom based or to do the level 2 E. learning module	39 clinical staff have received training since April 2013 = 27 remaining
	Group 2 Cleves Ward = 28 staff non compliant	Named Nurse Safeguarding Adults to set up additional bespoke sessions at level 2 x	As above	Training dates have been arranged

		3 per month. Matron to release staff to attend as a priority		
	Group 3 A.E = 45 staff non complaint	Named Nurse Safeguarding Adults to set up additional bespoke sessions at level 2 x 3 per month. Matron to release staff to attend as a priority	As above	A.E clinical development nurse assisting with training this target group. 13 staff have received training since April 2013 = 32 remaining
	Group 4 AAU = 174 staff non compliant	Named Nurse Safeguarding Adults to set up additional bespoke sessions at level 2 x 3 per month. Matron to release staff to attend as a priority	As above	27 staff have received training since April 2013 =147 remaining
Overall requirement for priority areas	**206 left to train as from end of June 2013**		It has taken 3 months to train 26% of the staff identified in the priority group. Based on these figures it will take a further 9 months to train the remaining 206. Although training sessions are arranged (in addition to the mandatory framework) clinical pressures often mean staff cannot attend as planned. E. learning needs to be actively encouraged in order to speed compliance up or the target of January 2014 is likely to be missed.	