

### **Domiciliary Care Agencies (Conventional and Supporting Living)**

The Domiciliary Care Agencies Regulations (Northern Ireland) 2007 Regulation 16 (2) The registered person shall ensure that each employee of the agency -

(a) receives training and appraisal which are appropriate to the work he is to perform.

<b>Safeguarding Adults, Children and Young People</b>	<b>Moving and Handling</b>	<b>Infection Control</b>
<b>Management of Records</b>	<b>Complaints Management</b>	<b>Supervision and Appraisal</b>
<b>Safe and Healthy Working Practices</b>	<b>Medicines Management</b>	

<b>TRAINING SUBJECT</b>	<b>FREQUENCY</b>	<b>REGULATION</b>	<b>STANDARD</b>	<b>GUIDANCE / LINK</b>
<b>Safeguarding Adults, children and young people</b>	Part of Induction. Mandatory every 2 years.	<a href="#">15 (9)</a>	<a href="#">14.3 (induction)</a> <a href="#">14.4 (content of training)</a> <a href="#">14.10 (update training every 2 years)</a>	<a href="#">NISCC Induction Standards, 2007</a>
<b>Moving and Handling</b>	All staff commensurate with their role	<a href="#">15 (8)</a>	<a href="#">16.3</a>	<a href="#">NISCC Induction Standards, 2007</a>
<b>Infection Control</b>	All staff commensurate with their role		<a href="#">16.3</a>	<a href="#">NISCC Induction Standards, 2007</a>
<b>Management of Records</b>	All staff commensurate with their role		<a href="#">10.5</a>	
<b>Complaints management</b>	Staff directly involved in the management and investigation of complaints.		<a href="#">15.8</a>	
<b>Supervision and appraisal</b>	Managers and supervisory staff.		<a href="#">13.1</a>	

<p><b>Safe and Healthy Working Practices:</b></p> <ul style="list-style-type: none"> <li>• Accident prevention;</li> <li>• A safe and healthy work environment and safe systems of work;</li> <li>• Control of substances hazardous to health (COSHH);</li> <li>• Fire Safety awareness;</li> <li>• Food hygiene (as appropriate to the agency's services)</li> <li>• Maintenance and use of all equipment;</li> <li>• A safe place of work, with safe access to it and egress from it</li> </ul>	<p>All staff commensurate with their role</p>		<p><a href="#">16.3</a></p>	
<p><b>Medicines Management</b></p>	<p>All staff commensurate with their role</p>	<p><a href="#">16 (1) (a)</a> <a href="#">16 (2) (a)</a></p>	<p><a href="#">7.7</a> <a href="#">12.1</a> <a href="#">12.4</a></p>	