



Epilepsy Awareness (VTQ)

QUALIFICATION SPECIFICATION

QUALIFICATION NUMBER: PRO/56/EPILA

This Qualification is Endorsed by an Awarding Organisation Regulated by Ofqual



Endorsed, CPD Certified and ISO Standards

All ProTrainings classroom and online qualifications are endorsed through an Awarding Organisation Regulated by Ofqual, through the Skills for Care Scheme with the highest level of recognition and are approved through the CPD Standards services for CPD certification.

ProTrainings: Additional quality at an affordable price.



This is the highest standard of recognised endorsement and only organisations who have a proven history of continued success in making a difference in the training industry can be awarded the Centre of Excellence endorsement. ProTrainings proudly announce that we have received this endorsement for continuous professional training delivery.

As a recognised Skills for Care provider who is already endorsed for delivering training through digital e-learning, classroom and blended formats, this enhanced Centre of Excellence endorsement will take our credibility and quality of training to an advanced state of recognition. But what does this new Centre of Excellence endorsement mean?

The Centre of Excellence status means that we have been able to consistently demonstrate exemplary commitment to meeting the needs of learners in the adult social care sector. This meant we needed to comply with the social model of care and be able to measure the impact of provision on the lives of people who use these services.

We embarked on this provision to prove how consistent ProTrainings services are, to test whether we are meeting a high standard, to evolve, adapt and improve our provision and to place ourselves amongst a small selection of companies who are a Skills for Care Centre of Excellence.

Gaining this accolade has resulted in receiving a designation as a 'Centre of Excellence in Adult Social Care and Learning and Development' and we do not plan on stopping our standards here. We will continue to offer the finest services so that lives are rewarded through the training and services we provide.

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Introduction

Welcome to **ProTrainings Europe Limited**.

ProTrainings EU is a certifying organisation recognised for providing training and qualifications in England, UK and across the globe.

ProTrainings EU offer qualifications designed in-house and qualifications which are regulated by Ofqual through TQUK and FutureQuals. Our qualifications are carefully designed to meet industry standards and regulatory requirements giving every learner or user confidence that training meets HSE, Ofqual, UK & EU Resuscitation Council, Skills for Health, Ofsted and Skills for Care training standards.

Our unique approach to training delivery is designed to accommodate learning styles in all their forms, including online, classroom and blended formats. Our variety of delivery methods have been a preferred choice for many learners who require training through general interest and as part of their profession. Our training has been comprehensively designed to meet standards that fall within the boundaries of qualifications overseen by awarding organisations.

ProTrainings high standards include a robust training approach that meets strict specifications, quality assurance requirements and qualification standards. As a result of implementing a comprehensive quality assurance process, ProTrainings online and classroom courses have been CPD certified, endorsed through The Skills for Care Scheme (ProTrainings being the first organisation gaining approval for classroom and online training in the United Kingdom) and we have surpassed an external audit by being approved for ISO45001 : 2018 and ISO9001 : 2015 for maintaining high organisational standards.

Our qualifications are designed to support and encourage learners to develop their knowledge and skills. This development may result in progression into employment or career development in the workplace. Our qualifications also allow learners to progress onto further qualifications.

For more information please visit www.ProTrainings.uk for news, updates and information on a variety of qualifications spanning into the Health & Safety industry, First Aid world, Pet First Aid environment and Health & Social Care sector.

Qualifications Specifications

ProTrainings EU offer policies and guidelines for centres, organisations and individuals through this specification. Information in this specification will include the course curriculum, learning outcomes, units and general guidelines on how the course is delivered.

We aim to support our centres by providing guidance in this specification for a better understanding on how our courses are delivered and processed.

Our specifications document can be accessed on our website at www.ProTrainings.uk along with other specifications for respective qualifications listed under each sub-heading.

For more information please use our online chat service or contact our office on 01206 805 359. Alternatively, please email our support department at support@protrainings.uk or compliance department at compliance@protrainings.uk.

Introduction to Epilepsy Awareness (VTQ)

This ProTrainings Epilepsy Awareness (VTQ) qualification is an ideal course that covers 3-hours of educational and informative content. The content of this qualifications derives from statutory requirements outlined by the Joint Epilepsy Council (JEC), which means the certificate is valid for two years and is appropriate for Nurses, Care Workers, Carers and Parents.

This qualification covers different types of Epileptic seizures. It also covers the side effects, dose, record keeping and after treatment care.

Due to strict JEC guidelines, this course will not authorise or sanction an employee to administer Midazolam or any other drug until they have been competently signed-off by a fully qualified and authorised training manager, which is a service we do not provide. This means ProTrainings as a training provider deliver the theoretical and practical training through simulation and demonstration (you will receive a certificate and have access to download a CPD credit time statement as additional evidence). Following training, you or another experienced qualified personnel in the workplace will shadow the trainee and officially sign them as competent when they have administered midazolam in a real situation. The manual we use has been provided by the JEC which is from the following website:

* www.jointepilepsycouncil.org.uk **(More information provided at the bottom of this specification)**

The content of this and all our courses has been independently certified as conforming to universally accepted Continuous Professional Development (CPD) guidelines and come with a Certified CPD Statement as well as a ProTrainings Certificate and for online courses an Evidence-Based Learning statement.

Qualification Delivery

Guided Learning Hours (GLH): These hours are made up of real-time contact time, guidance or supervision of a learner by an instructor, supervisor, tutor or trainer.

GLH for this qualification is 2-3

Total Qualification Time (TQT): This is an estimate of the total length of time it is expected that a learner will typically take to achieve and demonstrate the level of attainment necessary for the award of the qualification i.e. to achieve all learning outcomes.

TQT for this qualification is 5

Our Epilepsy Awareness (VTQ) course is taught over 3 hours and will include theoretical and simulated practical assessments.

Entry Requirements

There are no specific entry requirements however, learners should have a minimum of Level 2 in literacy, numeracy or equivalent.

The qualification is suitable for learners aged 18 years and above.

Progression - Successful learners can progress to other qualifications such as:

- Epilepsy Awareness and Administration of Rectal Diazepam (VTQ)

Requirements to teach the Epilepsy Awareness (VTQ)

Approval to deliver this course is sanctioned by ProTrainings Europe Limited only.

Instructors must hold the relevant qualifications, experience and occupational competence to qualify for approval. A detailed portfolio providing descriptive dates, CPD log and meeting/passing IQA reviews is required for approval.

Supporting evidence which clearly outlines where instructors qualify to teach this course must be emailed to our compliance manager at compliance@protrainings.uk.

Certification

This qualification is overseen by our compliance department and all courses undergo a robust internal quality assurance review prior to certification.

A desktop-review and site visit will form part of our evaluation.

Paperwork should be marked and assessed by the approved instructor/centre and uploaded to our online management suite following successful completion of the course. Courses should be passed within 5 working days after the course has been taught.

Learner Access

ProTrainings offer highly sophisticated and supportive services to successful learners who complete online, classroom and blended training. Our online system offers the learner a uniquely designed portal where there is access to a free student manual, CPD credit statement, evidence-based learning document, optional weekly refresher videos and an area for downloadable content with a cohort of supporting evidence relevant to the qualification the learner completes.

ProTrainings after service adds clarity to teaching, promotes continuous learning and encourages learners to revisit and revise subjects they have been taught.

Complaints - Scope of Complaints Procedure: The procedure deals with complaints arising from:

- Delivery (or lack of delivery) of services for education and training including teaching, course content, tutoring, assessment, feedback on progress and learner support during learning programmes
- Incorrect or misleading information about services provided by the Centre
- Delivery (or lack of delivery) of support services provided by the Centre including administration of fees, enrolment processes, Centre accommodation, health and safety and learner resource services
- Unacceptable actions or behaviour by Centre staff and/or other learners in the Centre

How to complain

Complaints should initially be made in writing to the Head of Centre or to your designated tutor. This can be completed using your student login for www.ProTrainings.uk

Support can be made available for all those involved in a complaint including:

- Representation: parent, guardian, friend or supporter
- Help with completing the written complaint
- Induction will provide further details regarding this process.

Epilepsy Awareness (VTQ)

PRO/56/EPILA

Course Summary

- What is Epilepsy, what are the types and what is the first aid advice
- Use for Epilepsy and other conditions
- Indications for use and routes of delivery
- Benefits
- Practical demonstration
- Possible difficulties
- Consequence of too much medication
- Action if ineffective
- Risk assessments
- Individual care planning
- Storage and Disposal
- Duty of care
- Legal responsibilities
- Local Policies, Privacy and Dignity.

Learning Outcomes – PRO/56/EPILA

These learning outcomes are mapped to meet an Epilepsy Awareness (VTQ) criterion. Each learning outcome presents a knowledge, skill or assessment to help students understand the curriculum in finer detail.

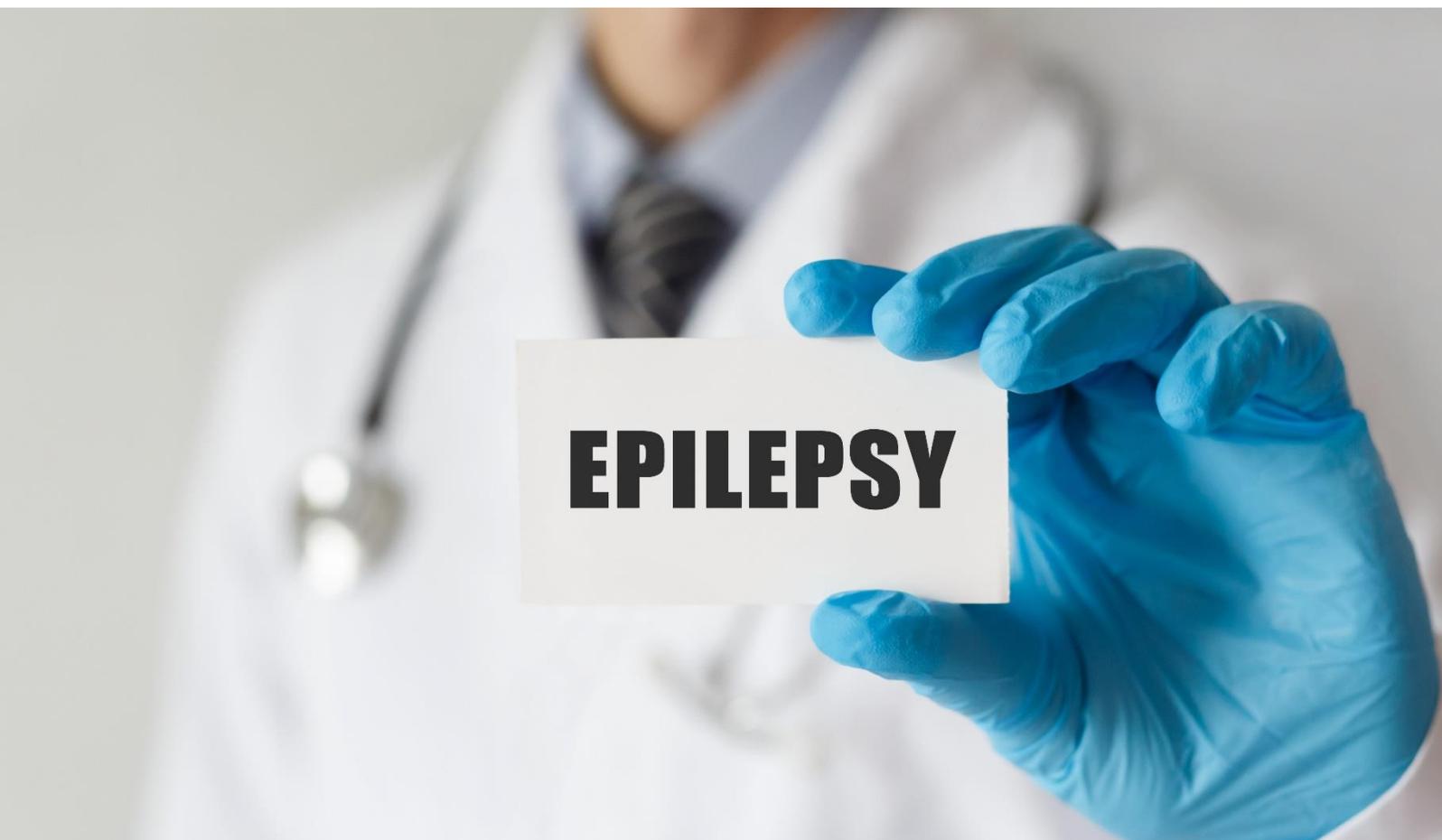
Learning Outcomes (LO) The learner will:	LO
UNIT	
Understand epilepsy and epilepsy management	LO1
Understand who the Joint Epilepsy Council is what their guidelines and regulations include	1.1
Recognise what a seizure is and how it relates to Epilepsy	1.2
Understand neurological conditions affecting the brain	1.3
Identify the signs and symptoms and seizures and epilepsy	1.4
Be able to recognise seizures and deliver the correct first aid where necessary	LO2
Know how to treat a casualty who is suffering from a seizure	2.1
Demonstrate how to place a casualty into the recovery position	2.2
Understand how to provide first aid treatment	2.3
Demonstrate CPR using a manikin	2.4
Understand the physiological and cultural effects of epilepsy	LO3
Recognise different types of seizures	3.1
Know what a Convulsive Status Epilepticus is and the severity of this seizure	3.2
Know what a Non-Convulsive Status Epilepticus is	3.3
Understand the theory and practice of administering drugs	LO4
Identify a type of emergency medication	4.1
Recognise other types of medication commonly used in the community	4.2
Be familiar with correct administration procedures to prevent further harm to the casualty	4.3
Know how to administer the medication by the route of delivery	4.4
Understanding and highlight issues to consider	4.5
Know when to administer Buccal Midazolam	4.6
Understand workplace requirements and indication for use	4.7
Recognise and emergency situation and take the appropriate action	LO5
Understand why emergency medication is useful	5.1
Identify different types of side effects	5.2
Recognise difficulties for administering the prescribe drug	5.3
Understanding the consequences of too much medication	5.4
Learn how to conduct a risk assessment	5.5
Understand the importance of care plans and risk assessments to ensure a safe treatment and effective treatment	LO6

Identify what should be included on an individual care plan	6.1
Understand how to treat a casualty in groups by outlining what you should do	6.2
Understand your local policy for safe storage of medicines	6.3
Recognise when medication should be disposed	6.4
Be aware of your Duty of Care and Legal Responsibilities	6.5
Discuss local policies that may affect your work or that you need to use	6.6
Understand the importance of privacy and dignity	6.7
Sources of information	6.8
Summary	

*** The Joint Epilepsy Council's (JEC) guide on training standards state:**

“Assessment of Learning: There are recognised difficulties associated with assessing the knowledge and skills of participants who undergo training in the administration of buccal midazolam or any other drug. Most training providers will be unable to assess participants as they carry out this procedure in their day-to-day work, as this is a procedure used in an emergency which cannot be predicted. An employer organisation should consider assessment important and good practice recommends the following options are fulfilled as far as possible.

During the course, a training provider checks that learning is taking place, supervising the participant in a simulated procedure using a volunteer with water as the medication. It is recommended that certificates of attendance should be issued when the trainer is fully satisfied that learning has taken place. Following the course, a training provider or work-based assessor assesses the participants using the following: Questioning, oral or written Case studies Following the course, it is recommended that an employer arranges for the participant to observe the procedure carried out by a trained and experienced member of staff, and is supervised on at least the first occasion the procedure is used.”



Useful Websites

ProTrainings Europe Limited

www.ProTrainings.uk

Health and Safety Executive

www.hse.gov.uk

The Resuscitation Council (UK)

www.resus.org.uk

Skills for Health

www.skillsforhealth.org.uk

Office of Qualifications and Examinations Regulation

www.ofqual.gov.uk

Ofsted

Skills for Care

www.skillsforcare.org.uk

The CPD Standards Office

QMS International

www.qmsuk.com

FOFATO

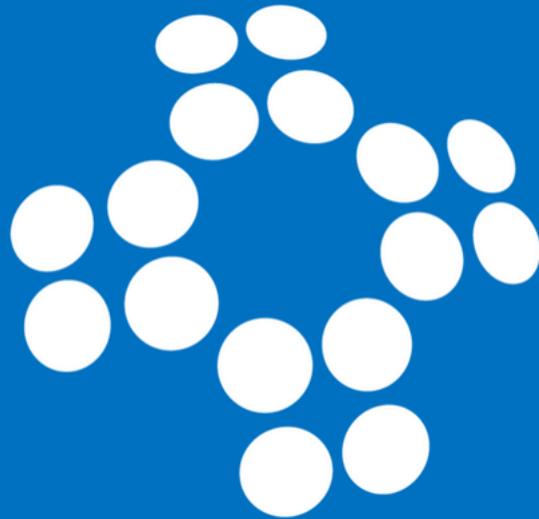
www.fofato.co.uk

NASDU

www.nasdu.co.uk

TQUK

www.tquk.org



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