

3 Day training for Frontline Managers on Preparing for HIQA Standards & Inspection Visits

Programme Aims and Duration –

This 3-day programme aims to prepare managers for the Introduction of HIQA standards and the inspection process. Each participant will use a workbook throughout the 3-days. The programme caters for up to 15 managers, and runs from 9.30a.m to 4.30 pm each day.

Training Content -

- Detailed overview of the HIQA inspection process
- Overview of the standards and requirements on Managers
- The Manager's role with regard to accountability
- Documentation requirements
- System requirements
- Requirements with regard to individualised planning and particularly with regard to linking assessments to planning to outcome review
- The Manager's role with regard to staff induction, development and supervision
- The Manager's role with regard to audit, complaints and adverse incidents
- Preparing staff for the inspection process
- Evidence gathering in advance of inspection / registration visits