



# Training and Awareness Sessions for Fife Workplaces

## Fife Health Promotion Service





## Workforce training and awareness sessions to enable:

- Workforce health improvement
- Workplace policy development
- Improved workforce culture
- Productivity & good practice

And more...



Facilitated by Workplace Team, our colleagues and our partners.

Delivered via Elearning, virtual, and face to face sessions.

Please contact us via [Fife.hwlfife@nhs.scot](mailto:Fife.hwlfife@nhs.scot) if you would like to discuss your workforce training requirements or any of the training and awareness sessions listed.



## Alcohol & Drugs in the Workplace - Elearning

### Public Health Scotland and Healthy Working Lives

This eLearning module is designed to give information and guidance to employers to help with workplace issues on both alcohol and drugs.

This course can be completed on its own by all members of an organisation or as part of a blended learning course for managers.

### Learning Outcomes:

By the end of this course participants will have:

- Increased knowledge of the impact of alcohol and drugs on the workforce and employer and employee responsibilities
- Increased knowledge of substances and their impact on the individual and workplace
- Increased understanding of the rationale for workplace policies and the legal implications
- Insight into good practice related to alcohol and drugs in the workplace including, application of policy and support for individuals.

Access this module via Public Health Scotland's Virtual Learning Environment:

<https://learning.publichealthscotland.scot/enrol/index.php?id=572>



## Dementia Awareness in the Workplace – Learning Byte

### Health Promotion Workplace Team

This Learning Byte explores Dementia and how it can impact on employers and workers. It will encourage Fife's workforce to consider the impacts of Dementia on workers and realise that the workplace should be a supportive environment for those directly or indirectly affected by Dementia. It would be beneficial for managers and supervisors to view but it would also be of interest to the workforce as a whole.

### Learning Outcomes

By the end of this course participants will have:

- Increased knowledge & awareness of Dementia
- Improved awareness of workplace reasonable adjustments
- An understanding of supportive workplace policies

**Duration 11.25mins**

**Access the Learning Byte: <https://www.youtube.com/watch?v=rqoh3Y3yO-o>**



## Health and Safety: A Basic Guide – Face to Face Workshop

### Aim:

This is a basic level course to increase participants' awareness and understanding of their statutory requirements in relation to occupational health and safety. There is a focus on the basic requirements, current enforcement priorities and the help available from the Health Promotion Workplace Team and partner organisations.

### Learning outcomes:

By the end of this course participants will have:

- An increased knowledge of the basic requirements for occupational health and safety related to small businesses
- An awareness of current 'hot' health and safety topics
- An understanding of the assistance available from Health Promotion Workplace Team in relation to fulfilling their statutory obligations.

### Who should attend?

Those with an interest in health and safety in small businesses and voluntary sector organisations including new business start-ups and established workplaces.

**Course booking via Fife Health Promotion Training Programme:**

<https://www.hpac.durham.gov.uk/HIT/HPACIndex.jsp>



## Long COVID: A Training Session for Fife's Workplace – Virtual Workshop

### Aim:

To raise workplace knowledge, awareness and understanding of the implications and consequences of Long COVID (post COVID-19 syndrome).

### Learning outcomes:

By the end of this course participants will have:

- Explored the symptoms of Long COVID
- Discussed the impact of Long COVID on individuals
- Considered the consequential effects of Long COVID on business outcomes
- An improved knowledge of reasonable adjustments to support workforce health, safety and wellbeing and reduce risks to business.

### Who should attend?

Anyone in the workplace particularly SMEs with an interest in the subject area.

**Course booking via Fife Health Promotion Training Programme:**

<https://www.hpac.durham.gov.uk/HIT/HPACIndex.jsp>





## Menopause in the Workplace – Learning Byte

### Health Promotion Workplace Team

This Learning Byte will raise awareness of the Menopause in Fife's workforce and increase understanding of the impacts to individuals and in the workplace. It looks at how to support workers with potential difficulties and barriers - enabling continued work through reasonable adjustments.

It would be beneficial for managers and supervisors to view but it would also be of interest to the workforce as a whole.

### Learning Outcomes:

By the end of this Learning Byte, participants will be able to

- Define the Menopause, its stages and symptoms
- Discuss the impact that the Menopause can have on individuals
- Consider the effects that the Menopause can have on workplaces
- Improve knowledge of the reasonable adjustments to support workforce health and wellbeing and reduce risks to business

**Duration 10.17mins**

**Access the Learning Byte: [https://www.youtube.com/watch?v=B0\\_kwCHuteg](https://www.youtube.com/watch?v=B0_kwCHuteg)**



## Mentally Healthy Workplace Training for Managers - Elearning

### Public Health Scotland Healthy Working Lives

This eLearning module is for anyone who wants to learn more about mental health in the workplace. Everyone has a role to play in creating a mentally healthy workplace and it can have benefits for you and your colleagues.

By completing this course we hope that you will gain:

- An awareness of the differences between mental health and mental health problems
- An awareness of the impact of attitudes, values and culture on mental health in the workplace
- An awareness of what stress is, what can cause it and how it can be managed effectively
- An awareness of the legal implications of the Equality Act 2010 and other legislation on employees and employers
- An understanding of how to promote our own and other people's mental health in work.

**Access this module via Public Health Scotland's Virtual Learning Environment:**

**<https://learning.publichealthscotland.scot/enrol/index.php?id=95>**





## Sedentary Behaviour Awareness – Virtual Workshop

### Aim:

This course aims to support participants to explore sedentary behaviour, how it impacts on health and wellbeing and how to reduce the associated health risks.

### Learning outcomes:

By the end of this course participants will have:

- An understanding of what sedentary behaviour is
- A raised awareness of the impacts of sedentary behaviour on health and wellbeing
- Explored why sedentary behaviour is an issue for businesses – including how COVID-19 has heightened the risks
- Identified easy solutions that individuals can take to improve their health and wellbeing.

### Who should attend?

Anyone in the workplace particularly SMEs, and especially those who have sustained periods of inactivity throughout their working day.

**Course booking via Fife Health Promotion Training Programme:**

**<https://www.hpac.durham.gov.uk/HIT/HPACIndex.jsp>**



## Stress in the Workplace - Elearning

### Public Health Scotland Healthy Working Lives

This eLearning module is for anyone who wants to understand the relationship between pressure and stress and how this can impact on wellbeing.

In particular, it provides guidance to supervisors, managers and employers (whatever the type or size of organisation they are in), to help them understand their role in managing stress at work, and how to assess the risk of stress in their organisation.

By completing this course you will be able to:

- Describe the elements of wellbeing
- Describe what stress is and what causes it
- Describe how stress affects our health
- Recall the HSE Management Standards (for work-related stress) and your role in reducing the causes of stress at work
- Apply the stress risk assessment process
- Relate Health Scotland's Work Positive resource to your organisation's practice.

Access this module via Public Health Scotland's Virtual Learning Environment:

<https://learning.publichealthscotland.scot/enrol/index.php?id=579>



## Fife Health Promotion Training Programme

The Health Promotion training team provides and co-ordinates the Fife Health Promotion Training Programme which enables people working in Fife to contribute towards reducing health inequalities and improving the wellbeing of individuals, families and communities.

Training Programme Website:

<https://www.hpac.durham.gov.uk/HIT/HPACIndex.jsp>

The majority of course trainers are Fife based workers, willing to share their knowledge & expertise through the delivery of training.

Training courses are open to all public and voluntary sector workers in Fife.

Unless otherwise stated, all training courses are free of charge.

Participants are encouraged to draw on and share their own practical experience and consider how they would apply learning from the training to their own professional practice.

As well as the core training programme, the Health Promotion training team can provide additional workshops tailored to the needs of specific workplaces.

Please contact the training team on [fife.hittraining@nhs.scot](mailto:fife.hittraining@nhs.scot) to discuss.



**Workforce training and awareness sessions are evaluated for quality improvement.**

**Please participate in evaluation processes to enable us to develop and improve our services.**

**Fife Workplace Team**

