Emerald Training & People Development
Training & Services Guide

All Courses Include

- Professional course delivery
- Learner resources and course materials
- Certificates of attendance
- Where appropriate, post-course guidance for managers to help implement the learning back in the workplace.
- Travel may apply depending on location.

Contents

- Reablement
- Safe Administration of Medication
- Acquired Brain Injury (ABI)
- Epilepsy
- Dementia

Leadership & People Development

- Professional Communication & Record Keeping
- Mental Capacity Act for Supervisors
- Supervisors in Action Workshop
- Train the Trainer / Train the Trainer: Course-Specific

Flexible Learning

- Hotch-Potch (Pick & Mix)

Consultancy & Organisational Development

- Service Specific Training Design
- Competency Framework Design
- Internal Career Pathway Development

www.emeraldtpds.co.uk

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Emerald TPDS





Reablement

Overview

A focused workshop that helps teams understand what reablement is, why it is important and how to support people to regain skills, confidence and independence. It explores the reablement approach from first contact and goal setting through to preparing for the service to end.

At a Glance

Duration	Half or full day
Suitable for	New and existing reablement staff
Delivery	In-house

Benefits

- Strengthens understanding of the reablement approach.
- Supports person-centred goal setting.
- Builds confidence in promoting independence.
- Encourages consistent messages across the team.

Reablement

Ideal for

Local authorities, reablement services and organisations delivering short-term support.

Course Fee

£495/£895

https://www.emeraldtpds.co.uk/reablement-training/



Safe Administration of Medication

Overview

A robust classroom workshop covering the knowledge and practical skills needed to administer medication safely. Learners explore legal responsibilities, medication checks, common routes of administration and practical activities before workplace competency assessment.

At a Glance

Duration	1 day
Suitable for	Care and Support Staff involved with Meds
Delivery	In-house

Benefits

- Promotes safer medication practice.
- Builds confidence in medication checks.
- Supports understanding of roles and responsibilities.
- Provides practical opportunities to develop skills.

https://www.emeraldtpds.co.uk/safe-administration-of-medication/

Medication

Ideal for

All adult social care services

Course Fee

£895

Acquired Brain Injury (ABI)



Overview

An accessible introduction to acquired brain injury, how the brain can be affected and the impact this may have on everyday life. The workshop focuses on practical ways to support people to overcome barriers, rebuild skills and adjust following brain injury.

At a Glance

Duration	Full Day
Suitable for	Care, support and rehabilitation staff
Delivery	In-house

ABI

Benefits

- Builds understanding of ABI and its effects.
- Explores practical support strategies.
- Encourages person-centred rehabilitation.
- Develops confidence when supporting people with ABI.

Ideal for

Care and support Services working with acquired brain injury.

Course Fee

£895

https://www.emeraldtpds.co.uk/acquired-brain-injury-training/

Epilepsy



Overview

A clear and practical workshop exploring epilepsy, different types of seizures and how to support someone safely. Learners consider individual triggers, first aid, risk reduction and why a person-centred approach is essential.

At a Glance

Duration	Half day
Suitable for	Care and Support workers
Delivery	In-house

Epilepsy

Benefits

- Builds understanding of epilepsy and seizures.
- Develops confidence in seizure first aid.
- Supports individualised care and risk reduction.
- Raises awareness of SUDEP and Status Epilepticus.

Ideal for

All adult social care services

Course Fee

£495

https://www.emeraldtpds.co.uk/epilepsy-training/

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Dementia



Overview

An engaging workshop that helps learners understand dementia and consider how it may affect the person and those around them. The focus is on practical ideas that support people living with dementia to maintain identity, choice and quality of life.

At a Glance

Duration	Half day
Suitable for	Care and support workers
Delivery	In-house

Dementia

Benefits

- Builds understanding of dementia.
- Explores different types and common symptoms.
- Provides ideas for person-centred support.
- Considers how families can be supported.

Ideal for

All adult social care services

Course Fee

£495

https://www.emeraldtpds.co.uk/dementia-training/

Professional Communication and Record Keeping



Overview

A practical workshop combining professional communication with accurate, useful record keeping. Learners explore communication skills, confidentiality and how to write clear visit notes that provide an appropriate record of the support delivered.

At a Glance

Duration	Half day
Suitable for	Care and support staff
Delivery	In-house

Comms

Benefits

- Improves professional communication.
- Strengthens written record keeping.
- Supports confidentiality and accountability.
- Builds confidence in writing effective visit notes.

Ideal for

All adult social care services

Course Fee

£495

https://www.emeraldtpds.co.uk/communication-and-writing-visit-notes-training/

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Mental Capacity Act for Supervisors



Overview

A supervisor-level workshop that moves beyond a basic Mental Capacity Act overview and explores how the Act is applied in day-to-day practice. Learners consider assessment triggers, recording decisions and the legal supports connected with the MCA.

At a Glance

Duration	1 day
Suitable for	All staff formally assessing mental capacity
Delivery	In-house

MCA Sup

Benefits

- Develops confidence in applying the MCA.
- Explores when a capacity assessment may be required.
- Supports clear assessment and recording.
- Strengthens understanding of legal supports and safeguards.

Ideal for
All adult social care services

Course Fee
£895

https://www.emeraldtpds.co.uk/mental-capacity-act-for-supervisors-training/



Supervisors in Action Workshop

Overview

A hands-on leadership workshop that gives supervisors and Team Leaders the confidence and skills to manage everyday responsibilities. It is equally suited to people already in post and those being developed as part of an internal career pathway.

At a Glance

Duration	Full day
Suitable for	Supervisors, future supervisors, Team Leaders
Delivery	In-house

Sup in Action

Benefits

- Builds confidence in the supervisor role.
- Develops practical people-management skills.
- Supports effective communication and delegation.
- Helps prepare future supervisors as part of an internal career pathway.

Ideal for
All adult social care services

Course Fee
£895

https://www.emeraldtpds.co.uk/supervisors-in-action-workshop/

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Hotch-Potch (Pick & Mix)



Overview

Create your own workshop by selecting the topics most relevant to your organisation. Ideal for refresher training or addressing specific development needs without booking multiple courses.

At a Glance

Duration	Half or full day
Suitable for	All employees
Delivery	In-house

Emerald TPDS

Benefits

- Flexible and tailored.
- Cost-effective.
- Focuses on priority topics.
- Avoids the need to book several separate courses just to address one or two pinch points.

Not on the website yet.
Please call 07706075266:
Email: info@emeraldtpds.co.uk

Ideal for

All adult social care services

Course Fee

Half day £495 /Full day £895

Train the Trainer



Overview

Develop the confidence, knowledge and skills to plan and deliver engaging and effective training. Choose our two-day generic Train the Trainer programme or a three-day course-specific option for organisations wanting internal trainers or Champions to deliver a particular Emerald programme, such as Safe Administration of Medication.

At a Glance

Duration	2 days generic/ 3 days course-specific
Suitable for	Care and Support workers
Delivery	In-house

HSC TtT General

Benefits

- Improves delivery skills.
- Builds trainer confidence.
- Encourages learner engagement.
- Supports internal training.

https://www.emeraldtpds.co.uk/train-the-trainer-course/

Ideal for

Employees selected to become internal trainers or Champions

Course Fee

Generic TtT: £1,790

Course-specific TtT: £2,250

Max 8 Learners



Health and Social Care Training Design

Overview

Tailored training programmes designed around your organisation, your people and the outcomes you want to achieve.

At a Glance

Duration	Tailored
Suitable for	Organisations
Delivery	Consultancy

Emerald TPDS

Benefits

- Designed around your organisation.
- Reflects your culture.
- Supports business objectives.
- Flexible approach.

Centred around your business needs.
Please call 07706075266
Email: info@emeraldtpds.co.uk

Ideal for

All adult social care services

Course Fee

Quotation



Competency Framework Design

Overview

Practical competency frameworks that define the knowledge, skills and behaviours needed for success across your Services

At a Glance

Duration	Tailored
Suitable for	Organisations
Delivery	Consultancy

Other

Benefits

- Clear expectations.
- Supports development.
- Assists recruitment.
- Promotes consistency.

Centred around your business needs.
Please call 07706075266
Email: info@emeraldtpds.co.uk

Ideal for

All adult social care services

Course Fee

Quotation

For further information about the Internal Career Pathway Design, please zap the above QR Code or get in touch.

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About Emerald Training and People Development Services

Learning done properly.

At Emerald Training and People Development Services, we create engaging, relevant learning that's tailored to your organisation and your people. Whether you're developing customer service, leadership or workplace skills, our focus is simple: helping people leave feeling more confident, more capable and better equipped to do their job.

We believe learning should be inclusive, engaging and enjoyable. By creating supportive learning environments where everyone feels comfortable taking part, we help people build confidence, develop their skills and leave every workshop with ideas they can use in the workplace.

Meet Joanne Baker

Joanne Baker founded Emerald Training and People Development with a simple aim, to provide learning that is engaging, relevant and genuinely useful in the workplace.
With over 20 years' experience across hospitality, customer service, leadership and adult social care, Joanne has designed and delivered training for organisations of all sizes, from independent businesses to local authorities and national organisations.



Previous learners often comment that Joanne has a knack for explaining things in a way that is clear, easy to understand and enjoyable. Her approachable style encourages discussion, participation and curiosity, helping learners feel comfortable asking questions, sharing ideas and building their confidence throughout every workshop.

Joanne believes great training is not simply about sharing information. It is about helping people leave with the confidence and ability to make a positive difference in their role.

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