



Oifig Náisiúnta Um Ghairmithe Sláinte
agus Cúraim Shóisalaigh
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Feidhmeannacht na Seirbhíse
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14th February 2019

Re: Applications being invited for the Train the Trainer Supervision Training Programme for Health and Social Care Professionals HSE & Voluntary Sector/Organisations. **Please note change of dates.*

Dear Chairperson/CPD Officer,

The HSE National HSCP Office is pleased to invite applications from the Voluntary Sector for the eight day HSE Train the Trainer (TTT) Professional Supervision for HSCP Supervisors. The TTT training programme will support the development of internal capacity to deliver the four-day Professional Supervision training programme for HSCP Supervisors.

In 2018, the first Train the Trainer Training Programme was delivered. Owing to the limited number of spaces available, invitations were sought only from HSE HSCP at that time. Following great interest, 12 candidates were selected and have since completed the eight-day programme, training 65 HSCP Supervisors nationally. At the time, there was considerable level of interest from a large number of Voluntary Organisations seeking to access both the TTT and the Supervisors programmes.

Since 2014, the National HSCP Office has developed and commissioned

- agreed *HSE HR Circular 02/2015 Supervision Guidelines for HSCP's*
- an eLearning Module – an *Introduction to Professional Supervision for HSCP* accessible on www.hseland.ie available to all HSCP
- the design of two classroom-based national training programmes:
 - Professional Supervision Train the Trainer Training Programme for HSCP (eight day programme)
 - Professional Supervision Training Programme for HSCP Supervisors (four day programme)



We would like to acknowledge a number of Voluntary Sector services and Professional Bodies have already commissioned their own Professional Supervision training programmes to date.

Arrangements are in place for the Train the Trainer Professional Supervision training programme for HSCP Supervisors and therefore the National HSCP Office is now inviting applications from both the HSE and Voluntary Organisations.

Programme dates are; *29th & 30th April AND 27th & 28th May 2019; 2nd & 3rd September AND 15th & 16th October 2019. * Please note change of dates*

If interested, kindly complete the applications in FULL and return no later than **12pm, on Friday, 28th February 2019** to richard.smith@hse.ie; HSE, National Health & Social Care Professions Office, Training Centre, Phoenix Hall, St. Mary's Hospital Campus, Phoenix Park, Dublin 20, Eircode: D20CK33.

Please see the attached documentation:

1. Cover letter
2. Train the Trainer Programme Details
3. Train the Trainer Criteria
4. Train the Trainer Application Form
5. Train the Trainer Manager Commitment Form
6. Train the Trainer Service Commitment Form

Yours faithfully,

Nuala Flynn,
National Health & Social Care Professions Office