Learning Disability and Autism Training Compliance Policy

PRN-180: Learning Disability and Autism Training Compliance Policy

CAREHOPES™

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1. Policy Statement

CAREHOPES™ is committed to promoting equality, inclusion, dignity, accessibility, participation, and positive outcomes for people with learning disabilities and autistic people.

CAREHOPES™ recognises that employees must possess the knowledge, skills, attitudes, and competencies required to support individuals with learning disabilities and autism safely, respectfully, and effectively.

CAREHOPES™ recognises the **Oliver McGowan Mandatory Training on Learning Disability and Autism** as the preferred and recognised training programme for meeting organisational learning disability and autism training requirements.

Employees must complete the level of training appropriate to their role and maintain evidence of completion.

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2. Purpose

This policy aims to:

- Promote equality and inclusion.
- Improve service user experiences.
- Improve communication.
- Support person-centred practice.
- Reduce discrimination.
- Promote dignity and respect.

- Improve accessibility.
- Support safeguarding.
- Improve workforce competency.
- Ensure employees understand the needs of autistic people and people with learning disabilities.

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3. Scope

This policy applies to:

- Companions
- Support Workers
- Healthcare Assistants
- Wellbeing Support Workers
- Community Support Workers
- Rehabilitation Support Workers
- Coordinators
- Supervisors
- Managers
- Volunteers
- Third-party providers where applicable

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4. Training Requirement Classification

CAREHOPES™ classifies learning disability and autism training as a:

Mandatory Workforce Compliance Requirement

All relevant employees must complete the learning disability and autism training appropriate to their role.

Training requirements may include:

- Tier 1 Awareness Training
- Tier 2 Enhanced Training

depending on job role and level of service user contact.

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5. Tier 1 Awareness Requirements

Tier 1 training provides foundation knowledge including:

- Understanding learning disabilities.
- Understanding autism.
- Equality and inclusion.
- Communication awareness.
- Human rights principles.
- Reasonable adjustments.
- Safeguarding considerations.
- Awareness of barriers faced by autistic people and people with learning disabilities.

Tier 1 is suitable for employees whose contact with service users is limited or indirect.

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6. Tier 2 Enhanced Competency Requirements

Tier 2 training provides more advanced knowledge and practical application.

Employees who have direct contact with service users should complete Tier 2 training where required.

Tier 2 competencies include:

Communication Skills

Employees must understand:

- Communication differences.
- Preferred communication methods.
- Accessible communication approaches.
- Processing time requirements.

Person-Centred Practice

Employees must understand:

- Individual preferences.
- Strength-based approaches.

- Independence promotion.
- Choice and control.

Sensory Awareness

Employees should understand:

- Sensory sensitivities.
- Environmental triggers.
- Noise considerations.
- Lighting considerations.
- Environmental adjustments.

Reasonable Adjustments

Employees should understand how to:

- Identify barriers.
- Adjust communication methods.
- Adapt environments.
- Promote accessibility.

Positive Behaviour Support Awareness

Employees should understand:

- Behaviour as communication.
- Emotional regulation challenges.
- Escalation triggers.
- De-escalation principles.

Safeguarding Considerations

Employees should understand increased risks relating to:

- Exploitation
- Bullying
- Abuse
- Social isolation
- Communication barriers

- Discrimination

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7. Professional Practice Standards

Employees must:

- Respect individuality.
- Promote dignity.
- Promote independence.
- Use inclusive language.
- Demonstrate patience.
- Apply person-centred approaches.
- Respect communication preferences.
- Respect sensory differences.
- Support informed decision-making.

Employees must not:

- Make assumptions about capacity.
- Make assumptions about competence.
- Ignore communication needs.
- Use discriminatory language.
- Dismiss concerns related to autism or learning disabilities.

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8. Human Rights and Equality Considerations

CAREHOPES™ recognises that autistic people and people with learning disabilities have the same rights as all other citizens.

Employees must promote:

- Equality
- Inclusion
- Participation
- Accessibility

- Dignity
- Human rights

Employees must challenge discriminatory practices where identified.

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9. Employee Responsibilities

Employees must:

- Complete required training.
- Maintain evidence of completion.
- Present certificates when requested.
- Keep knowledge current.
- Participate in refresher learning where required.
- Apply learning in day-to-day practice.

Employees are responsible for obtaining and maintaining evidence of completion.

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10. Supervisor Responsibilities

Supervisors must:

- Monitor compliance.
- Review training records.
- Discuss learning during supervision.
- Identify competency gaps.
- Support professional development.
- Ensure learning is translated into practice.

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11. CAREHOPES™ Responsibilities

CAREHOPES™ will:

- Inform staff of requirements.
- Signpost recognised training providers.
- Maintain training records where evidence is supplied.

- Monitor workforce compliance.
- Support professional development through supervision and appraisal processes.

Responsibility for completing external training remains with the employee unless otherwise contractually agreed.

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12. Third-Party Provider Responsibilities

Third-party providers must:

- Demonstrate suitable competence.
- Maintain evidence of training where required.
- Promote inclusive practice.
- Support equality and accessibility.
- Comply with contractual obligations.

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13. Monitoring and Compliance

Compliance may be monitored through:

- Recruitment checks.
- Training records.
- Supervision.
- Appraisals.
- Competency reviews.
- Audits.
- Quality assurance reviews.

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14. Failure to Comply

Failure to complete required training may result in:

- Additional supervision.
- Development plans.
- Restricted duties.

- Delayed deployment.
- Performance management processes.

The response will be proportionate to the employee's role and level of risk.

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15. Related Policies

- Care Certificate Compliance Policy
- Equality, Diversity and Inclusion Policy
- Cultural Competence Policy
- Duty of Care Policy
- Mental Capacity and Deprivation of Liberty Safeguarding Policy
- Safeguarding Adults Policy
- Safeguarding Children Policy
- Suicide Prevention Policy
- Therapeutic Observation Policy

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16. Policy Review

This policy will be reviewed:

- Annually
- Following legislative changes
- Following regulatory changes
- Following updates to recognised training programmes
- Following organisational review