

Healthcare Assistant in Primary Care

Oxford Two Day Core Programme

This two day programme will provide the HCA with the essential skills necessary for safe practice in primary care

Day One

- 10.00 Welcome and introduction to day one
- 10.15 The role and responsibility of the HCA
Record keeping / documentation
Confidentiality / consent

The patient journey
Understanding equality, dignity and respect
- 11.30 Break
- 11.45 Physical Observations - the skills
Blood pressure / height and weight / urinalysis / peak flow / blood sugar
- 1.00 Lunch
- 1.30 Physical observations continued
Normal values and when to refer
- 2.30 Principles of infection control
Hand washing assessment
- 3.15 Break
- 3.30 QoF and CQC. What does it mean?
Accurate data collection
Patient recall
- 4.15 Wash up of day one
Hand out competency documents
- 4.30 Close of day

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Day Two

- 10.00 The New Patient Medical
Information gathering / health promotion / public health
The HCA role in NHS health checks
- 11.30 Break
- 11.45 ECG – principles and practice
Preparing the patient
Recording the tracing
- 12.45 Lunch
- 1.15 Long term conditions - Understanding disease processes
The role of the HCA in the clinic
Change management
- 2.15 Work group exercises
Diabetes
Cardio vascular disease
Respiratory conditions
- 3.15 Break
- 3.30 Work group exercises continued
Diabetes
Cardio vascular disease
Respiratory conditions
- 4.15 Wash up of day two
- 4.30 Close of day