

Certificate of Completion of Mandatory Training Modules

I understand that completion of mandatory training modules is a requirement for employment in the Belfast Health and Social Care Trust and completion of this form is a requirement of the Trust.

Please tick the appropriate responses in each section.

1. Hyponatraemia.

- a. I have completed the BMJ learning module and have a copy of the certificate with my portfolio.
- b. I have discussed this module with my education supervisor and we have agreed that this is not required due to my clinical workload.

2. Right Patient Right Blood Training.

- a. I have completed both the on line programme and have been competency assessed and have a certificate of completion.
- b. I have completed the on line programme and require to arrange competency assessment. I undertake to arrange this as soon as possible.
- c. I have obtained a permanent Desist Notice in respect of this training as I am never involved in any aspect of blood sampling or transfusion.

3. Training Tracker (Dental Trainees do not need to complete Training Tracker)

- a. This is the Trust mandatory web based induction programme and I am aware that I will not be eligible for study leave until I have completed this training.
- b. I have completed all the required modules.
- c. I will complete all the modules before the end of August.

4. Trust Induction Booklet

- a. I have accessed and have read the Trust's Induction Booklet.

I understand that it is my responsibility to make the necessary arrangements to allow me to complete the Trust's mandatory training modules.

I am aware that a false declaration in this respect will be regarded as a probity issue and may have serious consequences including disciplinary action and referral to the GMC.

Please Print Name in Block Capitals: _____

Signed: _____ **Date:** _____

Service group: _____ **Grade:** _____

Please return this form with your New Start Documentation to: Medical HR Dept, 4th Floor McKinney House, Musgrave Park Hospital, Stockman's Lane, Belfast, BT9 7JB