Life Science Industry
National Credentialing Register

Education and Training Framework Matrix

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This document is one of a suite of policies and procedures which are part of the Academy for Healthcare Science
Version Control

<table>
<thead>
<tr>
<th>Version no. and status</th>
<th>V1.0 Published</th>
</tr>
</thead>
<tbody>
<tr>
<td>Author(s)</td>
<td>David Bennett, Janet Monkman, Alun Williams, Rachel Myers, Kerry Tinkler, Clive Powell, Edmund Proffitt Andrew Davies, Alan Birks, Nicki Dill, Sarah Jones, Darren Clark, Phillip Woodward</td>
</tr>
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</table>

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## Life Science Industry Register - Education & Training Framework Matrix

<table>
<thead>
<tr>
<th>Training</th>
<th>Applies to</th>
<th>Outcome</th>
<th>Related Standard of Proficiency</th>
<th>Delivery options</th>
<th>Confirmation of delivery¹</th>
</tr>
</thead>
<tbody>
<tr>
<td>Product</td>
<td>Tier 1</td>
<td>To understand and apply appropriate knowledge of your area/product its function and application.</td>
<td>2.1</td>
<td>In House</td>
<td>Applicant or employer confirmation of training (Employer’s letter of competency)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Where appropriate be an effective communicator/trainer of the functions and safe use of the product.</td>
<td>2.1, 7.1</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Know, understand and work within your remit.</td>
<td>3.1, 3.2</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Have the knowledge to carry out your role safely and effectively and when to seek help.</td>
<td>3.3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NHS Values and Behaviours</td>
<td>Tier 1</td>
<td>To understand and comply with NHS values and behaviours, including the NHS constitution - the NHS 7 key principles, values, rights and responsibilities.</td>
<td>4.1, 4.3, 4.4</td>
<td>In House or 3rd party</td>
<td>Applicant or employer confirmation of training details &amp; dates</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Understand and adopt appropriate and effective written and verbal communication skills relevant to your role.</td>
<td>7.1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Code of Business Practice</td>
<td>Tier1</td>
<td>Know and understand your company/industry/trade association code of business practice and the standards of conduct of the Register.</td>
<td>1.1, 1.2</td>
<td>In House or 3rd party</td>
<td>Applicant or employer confirmation of training details &amp; dates</td>
</tr>
<tr>
<td>Information Governance</td>
<td>Tier 1</td>
<td>Understand and comply with the Data Protection Act 1998 and Caldicott principles relevant to your role.</td>
<td>4.2, 6.2</td>
<td>In House or 3rd party</td>
<td>Applicant or employer confirmation of training details &amp; dates</td>
</tr>
<tr>
<td>Competition and Procurement</td>
<td>Tier 1</td>
<td>To understand and comply with The Bribery Act 2010, competition law and public contracts regulation.</td>
<td>6.1</td>
<td>In House or 3rd party</td>
<td>Applicant or employer confirmation of training details &amp; dates</td>
</tr>
</tbody>
</table>

¹ In order to complete the registration process, applicants need to provide confirmation that they have completed the necessary training.

For product training, this may be verified by a ‘letter of competency’ where the employer confirms the individual has been fully trained on all relevant aspects of the products that fall within their role, otherwise applicants simply enter details and dates of their training.

For the remaining Tier 1 standards, the applicant may complete in-house or third-party training course and enter the details and dates.

For the Tier 2 and 3 elements, many companies will use third-party training either online or in person. Again, certification may be uploaded on to the LSI system. However, this does not preclude such training being provided in-house, in which case confirmation of successful completion from the employer must be provided.

Employers can provide the training information in a format discussed with and approved by the Registrar.
Protecting Self, Public and Patients

### Environmental Health & Safety
- **Tier 1**: Understand relevant local and national policies and processes to protect safety, health and wellbeing, including infection control risks.
- **Related Standard of Proficiency**
  - 2.2, 5.1, 5.3
- **Delivery options**
  - In House or 3rd party
- **Verification of delivery**
  - Applicant or employer confirmation of training details & dates

### Adverse Event Management
- **Tier 2**: To understand and apply a duty of care regarding environmental health and safety including infection prevention and control, adverse event management and maintaining one’s own health through immunisation.
- **Related Standard of Proficiency**
  - 2.3, 5.2
- **Delivery options**
  - In House or 3rd party
- **Verification of delivery**
  - Applicant or employer confirmation of course details & dates

### Infection Prevention & Control
- **Tier 3**: In settings, such as theatre, cardiac labs, critical care and paediatric wards understand the high risks: use personal protective equipment appropriate to the setting; understand the etiquette, roles, responsibilities and protocols in high risk settings; carry out risk assessment including hazards, decontamination requirements, precautions etc. relevant to the setting; communicate effectively with all members of the team.
- **Related Standard of Proficiency**
  - 2.4
- **Delivery options**
  - In House or 3rd party
- **Verification of delivery**
  - Applicant or employer confirmation of course details & dates

### Theatre Access
- **Tier 1**: Interaction with Healthcare Professionals but no contact with patients or relatives other than incidentally in areas open to the general public.

### Training for Other High-Risk Settings
- **Tier 2**: Interaction with Healthcare Professionals and with patients or relatives in areas where no invasive procedures are taking place.

### Hand Hygiene
- **Tier 3**: Interaction with Healthcare Professionals and with patients or relatives in areas where invasive procedures are taking place.

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2 Training for high-risk settings should be appropriate to the role. For example, registrants who attend in areas such as ICU or HDU are not required to complete a course on theatre access but they should complete training on aspects specific to the areas they visit. Such courses may be specific to the area or may cover more general aspects such as PPE, clinical waste management or behaviour when in the presence of critically ill patients. Companies should select the appropriate level of training for each employee.