



**Bolton Hospice**  
Education



# Short Courses

A range of short courses to help your development, whether it be professional or personal.

# Education Prospectus 2024



**Contact us**

☎ 01204 663 066

✉ [education@boltonhospice.org](mailto:education@boltonhospice.org)

🌐 [www.boltonhospice.org.uk](http://www.boltonhospice.org.uk)





# Welcome to the Bolton Hospice Education Prospectus for 2024

**“High quality palliative and end of life care requires a proactive, compassionate approach which is driven by evidence based best practice and continually strives to ensure person centred individualised care.**

It is a core element of Bolton Hospice’s mission and vision to deliver quality education programmes to our workforce and stakeholders; using our experience and expertise to develop others is fundamental to our work and the wider palliative and end of life care community.

Bolton Hospice Education aims to promote the highest quality palliative and end of life care for everyone through the development of knowledge, skills and attitude.

We are pleased to offer a range of short courses to help your development, whether it be professional or personal. You will find a selection of learning opportunities that address many aspects of clinical, communication and care issues and further to feedback and demand, we have introduced new courses in line with current end of life care issues sought-after topics.

The range of study days is available for a variety of healthcare professionals and we can always look to tailor our delivery to meet your particular requirements so please do not hesitate to contact us to discuss your needs.”



**“All booking information is available at the end of this Prospectus and we look forward to welcoming you to Bolton Hospice.”**

## **The Education Team**

**– Hannah Holmes, Sapphire Hogg and Carolyn Wong**





# 2024 at a glance

Upcoming courses for you



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## March

- 14th - Advanced Care Planning & Communication Skills

## April

- 9th - Real Plan Foundation Communication Skills
- 16th - Dementia in Palliative Care Workshop
- 24th - Supporting Children, Teenagers and Families through Loss and Grief

## June

- 13th - Advanced Care Planning & Communication Skills
- 27th - Learning Disabilities and Autism in Palliative Care Workshop

## July

- 9th - Real Plan Foundation Communication Skills
- 11th - Dementia in Palliative Care Workshop

## September

- 17th - Advanced Care Planning & Communication Skills
- 26th - Supporting Children, Teenagers and Families through Loss and Grief

## October

- 8th - Learning Disabilities and Autism in Palliative Care Workshop
- 10th - Real Plan Foundation Communication Skills

## Palliative Care Passport

- Various dates, please enquire with [education@boltonhospice.org](mailto:education@boltonhospice.org)



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# Advanced Care Planning and Communication Skills

An interactive and thought provoking short course which explores the value of supporting people at end of life to fulfil their wishes.

Advance care planning (ACP) is the process of discussing and planning ahead to support people at the end of their lives. Highlighted as one of the most difficult areas for health care professionals, advance care planning can greatly help guide patients, families and professionals in decision-making for care at the end of life.

## Course topics

Suitable for any health and social care frontline staff or volunteer working with individuals who may benefit from the opportunity to plan their future care.

This study day offers the opportunity to build confidence and develop your practice. The day will focus on the principle and benefit of Advance Care Planning, the supporting documentations and associated communication skills.



## Course dates

- 14th March 2024
- 9am - 12pm
  
- 13th June 2024
- 1pm - 4pm
  
- 17th September 2024
- 9am - 1pm

## Course fees

Free to all health and social care staff and volunteers across Bolton

## Venue

Bolton Hospice



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# Real Plan course

Within healthcare there is inevitably conversations and exchanges of communication that will be more difficult to navigate. With the right skills and training it is possible to increase our confidence and skills in this challenging area. The REAL PLAN is a newly developed foundation-level communication skills course which is suitable for all staff working in healthcare. It will give you the skills required to start difficult conversations, effectively maintain the conversation, and be able to bring the conversation to a close. This course is a must for anyone new to health and social care or anyone who is looking to develop and enhance their communication skills.



## Course dates

- 9th April 2024
- 9am - 1pm
  
- 9th July 2024
- 1pm - 5pm
  
- 10th October 2024
- 9am - 1pm

## Course fees

£30 per person

## Venue

Bolton Hospice



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**Well delivered by  
competent professionals.  
Took time to explain and  
ensuring understanding.**





# Supporting Children, Teenagers and Families through Loss and Grief

Are you working with children or young people? The experience of long-term conditions/life limiting illnesses brings loss and change for individuals and their families. This course aims to increase knowledge and understanding of issues surrounding children and teenagers experiencing loss, grief and bereavement, and provides you with tools and resources to help you support someone through the impact of loss. This course is suitable for anyone working with children and young people.

## Course topics

- Understanding theories of loss
- How to offer support to children suffering from bereavement
- To explore the world of the teenager and an insight into their struggles
- To identify ways to encourage conversation
- Available toolkits and resources
- The importance of self-awareness and self-care when supporting others



## Course dates

- 24th April 2024  
• 4.30pm - 7.30pm
- 26th September 2024  
• 4.30pm - 7.30pm

## Course fees


£45 per person

## Venue

Bolton Hospice





A woman with long, wavy hair is shown in profile, writing on a whiteboard. She is wearing a dark top with a light-colored floral pattern. The whiteboard is mounted on a stand, and the background is a plain wall. The entire image has a teal overlay.

**“ This was a really useful course in school & at home with my teenager. I wish I'd have done this course sooner. ”**



# Dementia in Palliative Care Workshop

A comprehensive full-day course dedicated to the intersection of Dementia in Palliative Care. This workshop is designed to deepen your understanding of dementia, with a strong emphasis on a person-centred approach. Elevate your confidence, knowledge, and communication skills - essential elements in caring for individuals with dementia. Explore the Rule of Thumb - a framework for providing end of life care for someone with dementia. The rules cover: eating and swallowing difficulties; agitation and restlessness, reviewing treatment and interventions at end of life, and providing routine care at end of life.

We look forward to you joining us for a day of education and skill refinement, enriching your approach to palliative care for individuals with dementia!



## Course dates

- 16th April 2024
- 9am - 4pm
  
- 11th July 2024
- 9am - 4pm

## Course fees

£55 per person (includes lunch)

## Venue

Bolton Hospice





# Learning Disabilities & Autism in Palliative Care Workshop

Join us for a full-day course exploring the intricacies of providing palliative care for individuals with learning disabilities (LD) and autism, addressing the unique challenges in their care. People with LD or autism have additional needs in palliative and end of life care. Gain valuable insights into person-centred approaches, boosting confidence, knowledge, and communication skills.

Explore strategies to navigate the intersection of learning disabilities, autism, and palliative care, ensuring compassionate and informed support.

We look forward to you joining us for a day of education and skill refinement, enriching your approach to palliative care for individuals with learning disabilities and autism!



## Course dates

- 27th June 2024
- 9am - 4pm
  
- 8th October 2024
- 9am - 4pm

## Course fees

£55 per person (includes lunch)

## Venue

Bolton Hospice



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# How to book

Plus course Terms & Conditions



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## Further details and available venue dates for all our courses are available online

[www.boltonhospice.org.uk](http://www.boltonhospice.org.uk)

We accept all course bookings via our online booking system or via email for invoice payments. If you require any further information, or would like to enquire about bespoke training, please contact a member of the Education Team at [education@boltonhospice.org](mailto:education@boltonhospice.org)

## Terms and conditions

### Insufficient Bookings

If there are insufficient bookings for a course Bolton Hospice have the right to cancel a course. Where possible this decision will be taken no later than 1 week before the course date and all potential participants will be fully informed as soon as possible and any fees fully refunded.

### Cancellations

Should you wish to cancel your booking please do so via telephone or email within 10 days prior to the course date so that cancellation fees are not incurred. A change of booking name will be accepted at any time and does not incur costs.

### Refunds

Where a delegate does not attend a course without cancelling in advance, the charges are always non – refundable.

### Courses with charge to delegates

Fees need to be paid in advance of the course date to ensure attendance. Cancellation fees will be charged at 50% of the course fee if the attendee cancels less than 10 days prior to the course date. A cancellation fee of 100% of the course fee will apply if the attendee cancels within 3 days prior to the course date or does not attend.



# Feedback and Comments

Share your thoughts

**Bolton Hospice was rated as GOOD overall in a recent CQC Inspection (January 2017) and received the following feedback:**

“The education department was proactive in the way they used their skills for the benefit of their own staff and other professionals in the local area, such as social workers and teachers, via the education centre.”



“This demonstrated the service's commitment to helping educate more professionals in the community so that support for bereaved children within the local community was robust and extensive.”

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**“Very well presented, relevant, interesting and practical. Thank you.”**

- Advance Care Planning 2020

**“Very useful information on a subject that is not easy to deal with. Always very informative and helpful training delivered in a sensitive manner.”**

- Symptom Control 2020

**“Really relevant and useful course. A fantastic course with plenty of info and ideas to help children facing bereavement.”**

- Loss, Grief and Bereavement 2020

**“I really enjoyed the course and would feel much more capable when faced with a patient or family member in distress and hopefully will be more capable.”**

- Opening the Spiritual Gate 2020

**“Fantastic course and definitely good to reflect and learn from other health professionals. Very friendly, enthusiastic group. Fantastic facilitators.”**

- Enhanced Communication Skills 2021





“

**Delivered well, informative  
and a big learning curve  
for everyday practice.**

”





# Meet the Education Team

Bolton Hospice Educators

## Hannah Holmes Education and Development Lead

- Registered nurse
- Diploma in Adult Nursing
- Managing End of Life Care module
- Mentorship in professional practice module

“I qualified as a nurse in 2009 after starting my nursing career as a cadet nurse at the age of 16. Throughout my three years as a student nurse, I discovered a passion for palliative and end of life care during a placement at Pendleside Hospice. My mentor was an amazing nurse and I strived to be able to give the compassionate care that she was able to. After qualifying, I gained acute nursing experience on an acute neurosurgical ward at Salford Royal Foundation Trust, which provided me with the skills to be able to branch out into my chosen area of nursing.

I gained my first palliative care post in 2013 as a staff nurse on the inpatient unit at Wigan and Leigh Hospice. I was lucky to have access to high quality education which led me to become part of the ward management team in 2018. Recognising what quality education could enable a nurse to achieve led me to branch out into the Education Department. As the Education and Development Lead, I work closely with the Hospice Educators to ensure we deliver high quality education to our internal staff and the community of Bolton.”







# Meet the Education Team

Bolton Hospice Educators

## Sapphire Hogg Palliative Care Educator Lecturer

- Registered Nurse
- Diploma in Adult Nursing
- Multidisciplinary End of Life Care
- Leadership and Management Level 2
- Mentorship and professional practice

“I qualified as a registered nurse in 2013, starting my career working on an acute assessment unit for 1 and half years. Within this time I discovered my passion for palliative and end of life care. I joined Bolton Hospice in January 2015 working as a staff nurse progressing to senior staff nurse during this time. I predominantly worked on the inpatient unit, however have spent time working across all services developing my knowledge and experience. I have always had an interest in education and have recently progressed into the role of Palliative Care Educator/ Lecturer where I am now responsible for providing clinical education to both internal and external staff.

I work closely with other educators within the team to ensure staff are competent and confident in delivering high standard of care to the community of Bolton. We also focus on the professional development of our staff to enhance their skills and knowledge.”





# Meet the Education Team

Bolton Hospice Educators

## Carolyn Wong Palliative Care Educator Lecturer

- Registered Nurse
- BA Gerontology, BScN
- Certified Hospice Palliative Care Nurse (CHPCN)
- Learning Essentials of Palliative Care (LEAP) Pallium Canada Certification

I earned a BA in Gerontology which fostered my understanding of the issues faced by an aging population. I then graduated with a BSc in nursing, which provided me with lots of clinical experience. Through my nursing degree I became very passionate about palliative care through my own personal experiences, and knew that I wanted a career in helping those nearing the end-of-life.

I worked as a registered nurse on an acute palliative care unit in Canada. While there, I completed and passed my Certified Hospice Palliative Care Nursing exam. In 2021, I was awarded the Gerald Kirsh Humanitarian Award, which recognizes healthcare workers demonstrating a commitment to humanitarian care for cancer patients. While in Canada I also worked in the community setting, providing specialized care to palliative care patients in their homes.

I have now moved from Canada to the UK and started my journey into education. Here at Bolton Hospice, I have taken on the role of Palliative Care Educator/Lecturer. My passion for palliative and end-of-life care is something that drives me, and I'm eager to use my experiences and enthusiasm to inspire and educate others within our hospice community.”





# Bespoke Training

Opportunities for you



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## **Bolton Hospice offers a range of learning and development opportunities, from short workshops to full day and half day courses.**

Our courses attract a variety of participants from volunteers, care support staff, students and qualified practitioners. If you are an organisation with staff that need to develop the knowledge and skills in caring for those living with advanced disease, dying and bereavement.

You can access our education either in the hospice or in your place of work.



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### **What we can offer?**

- Customised clinical training solutions
- Delivery of education in small or large groups, at your convenience
- Experienced trainers that are highly qualified and currently work in a setting where end of life care is provided
- A cost effective and focused way to train your staff in areas specific to their needs.
- Clinical skills training

### **Who can benefit from bespoke training?**

Anyone. Health and social care support staff, hospice staff and qualified practitioners.

### **Availability**

To discuss your requirements please contact Gillian Fairclough, Education Admin on 01204 663066 or email [education@boltonhospice.org](mailto:education@boltonhospice.org)

# Palliative Care Network

Connect and network with our online community

**The palliative education network has been created for people working in palliative and end of life care across different settings to share information and promote discussion and networking opportunities.**

Join our palliative education network on Facebook and network with over 2,200 members from across the world!

The group has been created for people working in palliative and end of life care across different settings, including hospices, care and nursing homes, hospitals, GP surgeries etc.

## It has been designed to:

- Offer support and guidance to people working in the sector
- Provide news and updates about palliative and end of life care practices
- Promote discussions between healthcare professionals working in palliative and end of life care
- Educate healthcare professionals about various topics surrounding end of life and palliative care
- Encourage networking opportunities and sharing of good practice
- Sharing relevant training and CPD opportunities.

## Find us on Facebook!

[www.facebook.com/groups/palliativeeducationnetwork](https://www.facebook.com/groups/palliativeeducationnetwork)





# Stay in touch

You can also follow Bolton Hospice for updates about Education on social media



or join our education mailing list by emailing the team at [education@boltonhospice.org](mailto:education@boltonhospice.org)

📞 01204 663 066

🌐 [www.boltonhospice.org.uk/training-courses](http://www.boltonhospice.org.uk/training-courses)

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