

**Course Title:**

Confidentiality and Data Protection

**Duration:**

½ (classroom delivery)

**Accreditation:**

Delegates will receive a Taylors Academy certificate of competence

**Who will benefit?**

Staff, care workers and senior care workers in health and social care sector.

**Aim:**

The aim of this course is to provide the learners with the knowledge required for good practice in recording, storing and sharing information in a social care setting.

**Learning Outcomes:**

By the end of the course the delegate will be able to:

- Identify the legislation that related to the recording, storage and sharing of information in social care.
- Explain why it is important to have secure systems for recording and storing information in a social care setting
- Describe how to access guidance, information and advice about handling information
- Explain what actions to take when there are concerns over the recording, storing or sharing of information.

**Delivery Method**

This course is delivered in a ½ day classroom based session

**What next:**

Delegates should consider enrolling on other mandatory programmes recommended by the 'Skills for Care', the Level 2 Diploma in Health and Social Care or the Level 2 Apprenticeship in Health and Social Care. Please contact Taylors Academy on 01726 884402 for more information.