



# IPS Training Course Brochure



Courses 2022



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[www.centreformentalhealth.org.uk/training](http://www.centreformentalhealth.org.uk/training)



# Courses 2022

| Course  | Delivery method | Individual price        |
|---|-----------------|-------------------------|
| Doing what works: Training for Employment Specialists           | Virtual         | £370 + VAT (£444 total) |
| Employer Engagement   | Virtual         | £210 + VAT (£252 total) |
| In-Field Employer Engagement Training                           | Face-to-face    | On request              |
| Leading for Excellence: Training for IPS Supervisors            | Virtual         | £280 + VAT (£336 total) |
| Supporting What Works: Essential Training for Teams Hosting IPS | Virtual         | £210 + VAT (£252 total) |
| Conducting IPS Supervisions                                     | Virtual         | £210 + VAT (£252 total) |
| Motivational Interviewing                                       | Virtual         | £230 + VAT (£276 total) |
| Employment and Equality Law                                     | Face-to-face    | £520 + VAT (£624 total) |

We run IPS training courses throughout the year for individuals to book. This is a great opportunity to meet, train and share information with people from other IPS services. Visit [centreformentalhealth.org.uk/training](http://centreformentalhealth.org.uk/training) to see a list of our upcoming courses.

Prices are correct May 2022



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## Doing what works: Training for Employment Specialists

Aimed at new Employment Specialists, this course will help you to set up an effective IPS service and support people into work using the IPS model. Delivered virtually across 4 sessions, we use a mixture of presentation, group work, digital breakout rooms, polls, pre-work and homework.

Individual Placement and Support (IPS) has been internationally recognised for over two decades as the most effective method of supporting people with severe mental illness into sustainable, competitive employment.

Employment Specialists working in UK IPS Centres of Excellence™ successfully support 50% of clients into paid employment; irrespective of the severity of their diagnosis or additional substance misuse.

This training course is ideal for new employment specialists who want to use IPS principles to increase paid job outcomes for people with mental health conditions.



The training will cover:

- The 8 principles of IPS
- Marketing the IPS service
- The research evidence for the effectiveness of IPS
- Working with the NHS clinical teams to obtain referrals
- Integrating the clinical and employment teams
- Providing benefits advice
- Vocational profiling and ongoing assessment
- Vocational action planning with the service user
- Collaborating with other employment agencies
- Developing relationships with potential employers
- Job carving
- Overcoming barriers to employment
- Disclosure of mental health history
- Providing on-going support for the employer and the service user
- Case studies
- Overcoming local challenges and issues
- Ongoing personal development as an employment specialist

Delivered virtually:

3hrs 15min, Session 1

3hrs, Session 2

3hrs, Session 3

3hrs, Session 4

Delegates should set aside time between sessions to complete homework



Testimonials:

*"This is one of the best training courses I have attended on zoom. I would highly recommend this course. [The trainers] are excellent facilitators and explained everything really well. They also ensured that everyone was involved and engaged".*

## Employer Engagement



If you don't feel confident about approaching employers, then you are not alone! Employer Engagement is considered the most daunting aspect of the role by many Employment Specialists.

*"We're not hiring right now"* and *"we only accept online applications"* are some of the answers we want to avoid getting when approaching employers to build relationships. This course will provide you with a toolkit to help you feel more confident about the idea of introducing yourself, your organisation and your client, in a way that feels natural and not like a salesperson.

Through this course you will learn how to prepare for potential meetings, what to say, what *not* to say, and improve your confidence in approaching employers.

This course is ideal for anyone supporting people with mental health conditions into employment including: Employment specialists, Supervisors, occupational therapists and vocational support workers.

The training will cover:

- Planning your engagement
- Developing your introduction to employers
- How to use the "Three cups of tea" method effectively
- How to talk about the benefits of your IPS service to employers
- Overcoming stigma & objections
- When and how to share personal information with employers (disclosure)

Delivered virtually:

2hrs 45min, Session 1

2hrs 30min, Session 2

Delegates should set aside time between sessions to complete homework.

## In-Field Employer Engagement training



You know the theory, and now it's time to try it out!...

This practical training takes you out-and-about in your local area to practice introducing yourself and your service to employers, with mentoring and coaching support from the trainer.

This training can follow our virtual Employer Engagement course where we teach all the theory, or you can undertake this practical course on its own.

Contact us to find out more and to get a bespoke quote for your team.

The training will cover:

- Visiting local employers
- A briefing by the trainer
- A demonstration of employer engagement by the trainer in a real-life situation
- A chance to try it yourself with real employers, guided by the trainer
- Feedback, tips and recommendations from trainer

Delivered face-to-face:

Each delegate will have approx. 2hrs 30mins with the trainer, comprising:

30 mins, briefing

2hrs, out-and-about practical in-field training

Testimonials:

*"[The team] really enjoyed the training and found it really beneficial and I feel it has given us all the further confidence to progress forward with future employer engagement"*

*"Seeing [the trainer] demonstrate employer engagement brought it to life and made it better to see the process and how he navigated the conversations."*

*"As a result of the training I will feel more confident in getting out and putting the training into action.."*



## Leading for Excellence: Training for IPS Supervisors

The Supervisor role is key in implementing and continually improving a successful IPS service in order to maintain a high quality of IPS practice and providing the best service for its IPS clients.

Aimed at new IPS Supervisors and Team Leaders, this course will help you to manage and develop IPS services. This course is an extension of our IPS Doing What Works course and focuses on the role and responsibilities of the Supervisor in IPS.

Delegates are expected to have already undertaken "Doing What Works" training provided by Centre for Mental Health prior to attending this course or have a good understanding of IPS principles and the IPS Fidelity Model before attending this course.

This interactive course is useful both for supervisors and their managers who want to support IPS teams to improve service performance, compliance to the IPS Fidelity model and increase both quantity and quality of job outcomes for clients.

This course provides an overview of the role of a supervisor and focuses on ensuring high quality services. We also recommend delegates attend the "Conducting IPS Supervisions" course which focuses on the practicalities of how to carry out supervisions with Employment Specialists.



### The training will cover:

- The key success factors in IPS
- Roles and responsibilities of the IPS Supervisor
- Using a strengths-based approach in IPS
- Coaching & Supervision of Employment Specialists
- Managing difficult conversations
- Quality & Performance management
- Partnership Working

### Delivered virtually:

|             |           |
|-------------|-----------|
| 3hrs 15min, | Session 1 |
| 3hrs,       | Session 2 |
| 3hrs,       | Session 3 |

### Testimonials:

*"[The trainers] were both clearly very knowledgeable on both IPS and leadership. I feel inspired now to go on and take lots of things forward from their training".*

*"The part of the training experience that I found most helpful was Learning about supervision, handling difficult conversations, field mentoring & the resources shared. Also loved hearing others thoughts on things and how I can adapt these into my role"*

*"Thoroughly enjoyed it. Who said Zoom meetings couldn't be fun!?"*

## Supporting What Works: Essential Training for Teams Hosting IPS

This course provides information and skills to Mental Health staff to enable them to support IPS workers in achieving successful client employment outcomes.

An IPS worker is typically the only person in such a role in their team, often new to health systems and will only work effectively if the team have a good understanding of their role.

IPS is a whole systems approach. For success, it requires involvement of the whole care team and backing by the mental health organisation in which it takes place.

One third of the activities that describe the IPS approach (the IPS Fidelity Scale) have to involve activity from other team members. An effective IPS service needs the support and understanding of clinicians and managers.

The training will cover:

- ❑ What is IPS and why does it work?
- ❑ How does an IPS employment worker support somebody with mental ill health into work?
- ❑ How can the rest of the team (and organisation) support each phase of IPS involvement?
- ❑ How does employment fit into recovery-oriented mental health work?



This course can help:

- ❑ **New areas starting IPS.** The course prepares the ground for a new IPS service.
- ❑ **Areas where integration is proving difficult:** This could have been highlighted in a Fidelity Review, either formal or self-assessed.

This course is aimed at:

- ❑ Recovery Leads
- ❑ Occupational Therapists
- ❑ Managers (Mental Health Team Managers, Occupational Therapy Managers, Service Managers, Recovery Service Team Managers)
- ❑ Team Members (Peer Support Workers, CPNs, Social Workers, Support Workers)
- ❑ Psychologists
- ❑ IAPT teams
- ❑ Primary care mental health teams
- ❑ Dual diagnosis teams (substance misuse and mental health) and other teams providing ongoing clinical support

The course is not appropriate for areas where employment support is not to be integrated within a team offering ongoing clinical support.

Course times:

2hrs 30min, Session 1

2hrs 30min, Session 2

Testimonials:

*"Excellent learning tool for mental health practitioners and should be considered as part of preceptorship programme"*

## Conducting IPS Supervisions

Conducting effective client-based supervisions with IPS Employment Specialists is an essential part of delivering a high-fidelity IPS service, which in turn ensures that clients are successfully supported to secure and maintain jobs that they want.

This course focuses on how to carry out supervisions with Employment Specialists and takes into account items 7 and 8 of the Fidelity Scale. These items define what is required for both group and individual IPS supervisions and also for providing additional in-the-field support for Employment Specialists.

This course adopts a 'how to do it' approach which provides the knowledge, understanding and practical tools required to deliver effective IPS supervision support to Employment Specialists.



Delivered virtually:

3hrs 15min, Session 1

3hrs, Session 2

This course is delivered virtually and will include pre-course reading and a small amount of homework between sessions 1 and 2.

The training will cover:

- The different types of individual supervision and how to provide them
- Group supervisions; how to prepare for and run them
- Working with attitudes and beliefs
- Field mentoring, tailored to match each Employment Specialist's needs
- How to deliver effective feedback
- Adapting your approach to suit each Employment Specialist's background/experience
- Modelling IPS good practice and helping supervisees overcome challenges/barriers to achieving it
- Harnessing help from multidisciplinary team members

This course is aimed at:

Anyone who carries out IPS client-based supervisions to support Employment Specialists. This may be specified in their job description or might have been delegated as a task by their line manager or someone more senior within their service.

Delegates are expected to have already undertaken 'Doing What Works' training provided by Centre for Mental Health prior to this course or have a good understanding of IPS principles and the IPS Fidelity Model.

Note that if you are an IPS Team Leader then the course 'Leading for Excellence: Training for IPS Supervisors' is also recommended, because it considers wider aspects of your responsibilities and your role as a leader. The two courses are different and complementary.

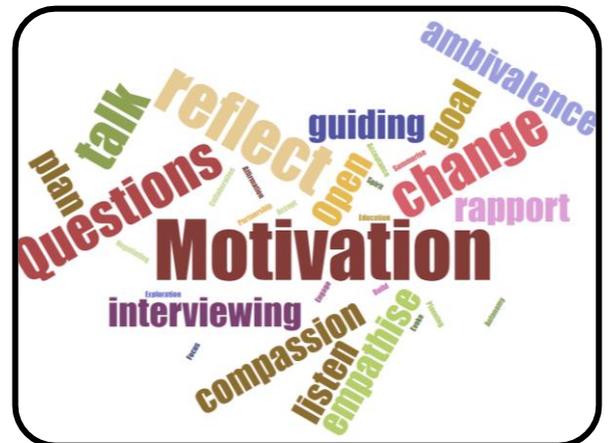
## Motivational Interviewing

An individual's motivation and self-confidence is a key factor for people with mental health conditions to actively engage in seeking employment.

This training course teaches Motivational Interviewing techniques to significantly improve motivation in people who find it hard to overcome barriers to returning to employment.

The techniques focus on reducing internal barriers and negative attitudes, improving confidence and raising awareness of the benefits of employment to wellbeing by empowering the person and helping them to access their own resources. Research has demonstrated that Motivational Interviewing can significantly improve employment outcomes.

During the course you will learn and develop practical skills in the application of Motivational Interviewing techniques for helping people into employment including those who have been low in motivation and unable to overcome their barriers to work.



The training will cover:

- ❑ Exploring the Motivational Interviewing mind map
- ❑ The principles of Motivational Interviewing
- ❑ Reflective listening skills
- ❑ Role play demonstration from trainer

Delivery: Virtual

Course times:

3hrs, Session 1

3hrs, Session 2

This course is aimed at:

- ❑ Employment Advisors and Vocational Support Workers
- ❑ Secondary Care Mental Health Staff
- ❑ Occupational Therapists and Health Professionals
- ❑ Human Resource Managers and Occupational Health Staff

## Employment and Equality Law for Employment Specialists

Delivered by a highly experienced employment lawyer and mediator, this course offers practical advice and knowledge to enhance your understanding of employment law and disability rights to help you assist clients to retain work, overcome barriers arising from long term health conditions and to build your confidence in providing effective on-going support.



Delivery: Face to face

Course times:

09:30 - 16:30 Session 1

09:30 - 16:30 Session 2

The training will cover:

- Understanding how the Equality Act protects employees and workers with a disability
- Dealing with disclosure – how to help clients weigh up the pros and cons
- Opening up communication with the employee and employer: an interactive conversation
- Workplace internal policies and procedures – why they are important to you
- Dismissal procedures and unfair dismissal
- Mediation - reducing conflict and resolving disputes
- Using mediation skills to maximise outcomes for clients
- Thinking about reasonable adjustments: Your role in enabling employers and employees to understand and find reasonable adjustments
- Employment protection rights
- Employee's written terms and conditions of employment
- Zero-hour contracts, guaranteed hours and the gig economy
- Pay, sick pay and statutory entitlements
- A brief introduction to the Equality Act 2010