





# **COURSE RANGE**

### **ABOUT MHE SERVICES**

MHE Services is a leading training provider based in Barnsley, located near Sheffield, Wakefield and Rotherham. We have been delivering high-quality training to the Yorkshire and Humberside area for over 20 years.

From forklift training to first aid training, and everything in-between. We ensure that employees feel empowered and above all safe when in their working environment. We aim to be flexible where possible for our customers and use our own employed instructors for the majority of courses.

#### Our core values are:

- Integrity
- Quality
- Commitment to CustomersI
- nnovation



### **FORKLIFTS & CRANES**

Forklifts are an essential part of equipment when it comes to material handling. Therefore it's important that all forklift operators attend forklift courses that meet ABA standards.

The duration and maximum delegates per course will depend on three main factors:

- Truck Type (Counterbalance, reach, pivot etc)
- Course Type (Refresher, novice, conversion or experienced)
- Restrictions (no racking, lorry loading only etc)



#### **COURSE CONTENT**

- Legislation and responsibilities
- Operators safety code
- Battery maintenance
- Charging procedures
- Pre-use checks
- Factors affecting stability
- Motive controls
- Hydraulic contols
- Manoeuvring in open and confined areas
- Stacking at different levels
- Lorry loading and unloading

#### TRUCK TYPES

- Counterbalance
- Reach
- Powered Pallet Truck
- Pallet Stacker
- Mobile Elevated Platform (MEWP)
- Transportale Truck
- Multi-Directional Lift Truck
- Pivot Truck
- Side Loader
- Order Picker
- Overhead Crane
- Lorry Loader











### MENTAL HEALTH FIRST AID

The biggest cause of sickness in workplaces, are related to mental health. This could be stress, anxiety, depression or another mental health condition. As of November 2018, HSE has included in their recommendations, that employers have people trained in Mental Health First Aid.

Our Mental Health First Aid courses, contain valuable knowledge for all employees and helps to impove their wellbeing.

#### **COURSE RANGE**

The following courses are available under our Mental Health First Aid range:

- Awareness of Mental Health First Aid (1/2 day)
- First Aid for Mental health (1 day)
- Supervising First Aid for Mental Health (2 days)
- Mental Capacity Act and Deprivation of Liberty Safeguards (online)
- Mental Health Awareness (online)
- Mental Wellbeing (driver CPC)





#### **COURSE CONTENT**

Content of courses varies, some topics taught include:

- Legislation and responsibilities
- Mental health and illness
- Stress
- Anxiety
- Depression
- Mental health in workplaces
- Mental wellbeing
- Mental health statistics
- How to have a conversation











### FIRST AID

First Aid training is important for every workplace, regardless of size. Additionally, it's also important for individuals who are wishing to know how to help in a first aid situation at home, as well as improve their career aspects.

A wide range of first aid training is available, including online annual refreshers or blended learning.



#### **COURSE RANGE**

We offer a wide range of first aid courses to suit you needs:

- First Aid at Work
- Emergency First Aid at Work
- Paediatric First Aid
- Emergency Paediatric First Aid
- Basic Life Support
- Activity First Aid
- CPR & AED
- Parent First Aid (Learn to Save a Child)
- Annual Refresher (Online)

### **COURSE CONTENT**

Content of courses varies, some topics taught include:

- Legislation and responsibilities
- CPR and AED
- Wounds & bleeding
- Diabetes
- Primary survey
- Secondary survey
- Anaphylaxis
- Burns
- Fractures
- Muscle injuries















### **FIRE SAFETY**

Fire Safety training is vital to anyone who has responsibility in the workplace. Our courses are available as in-house courses or accredited through FAA. Under the Regulatory Reform (Fire Safety) Order 2006, it is a legal requirement that staff members in a business environment recieve some form of Fire Safety training.

The level of training could be an awareness course (online or face to face), or it could be a fire warden/marshal course (online or face to face)

#### **COURSE RANGE**

The following courses are available under our Fire Safety range:

- Fire Safety Awareness (1/2 day)
- Basic Fire Safety Awareness (online)
- Fire Safety Warden (1 day)
- Fire Marshal (online)
- Fire Extinguisher (online)
- Fire Marshal for Care Homes (online)





#### **COURSE CONTENT**

Content of courses varies, some topics taught include:

- Legislation and responsibilities
- Causes of fires
- Safe use of equipment
- Principles of extinguishing fires
- Means of escape
- Risk assessment
- Controlling fire hazards
- Fire detection and raising the alarm
- Fire signage









### **DRIVER CPC**

Driver CPC training is compulsoary training required by all professional bus, coach and lorry drivers. CPC stands for certificate of professional competence and is required by new and existing drivers.

Periodic CPC training, involves 35 hours (5 days) of classroom work, through approved training providers. A wide range of courses are available that you can attend, some being 3.5 hours in length and others 7 hours. If a course lasts for 3.5 hours, another course of similar length will be completed on the same day.

#### **COURSE MODULES**

We offer a wide range of training modules that will ensure your Driver CPC trianing is different each time. The current modules available are:

- Emergency First Aid at Work
- Plan Load/Unload
- Bulk Haulage Operations
- CPC Link Core Module
- Customer Service
- Drivers Hours and Tachographs
- Fire Safety Awareness
- Individual Performance and Loads

- Manual Handling
- Vehicle Banksman
- Vehicle Performance, Driving Techniques & Safety
- Your Attitude
- Your Company and the Law
- Highways England Smart Motorway
- Mental Wellbeing











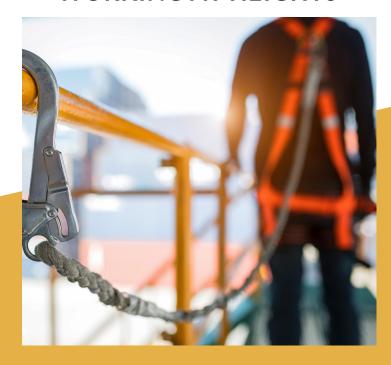


## **FURTHER COURSES**

#### MANUAL HANDLING



**WORKING AT HEIGHTS** 



**ABRASIVE WHEELS** 



**VEHICLE BANKSMAN** 











### **HEALTH & SAFETY E-LEARNING**















- Abrasive Wheels
- Achieving Food Hygiene Rating Level 5
- Alcohol Personal License Holder
- Allergen Awareness
- Asbestos Awareness
- Asbestos Awareness for Architects & Designers
- Assessing Display Screen Equipment
- Basic Fire Safety Awareness
- Basic Fire Safety Awareness for Care Homes
- Basic Legionella Management
- Behavioural Safety
- CDM Awareness
- Control of Substances Hazardous to Health
- Display Screen Equipment Awareness
- Drug and Alcohol Awareness
- Electrical Safety
- Emergency First Aid at Work Annual Refresher
- Fire Extinguisher
- Fire Marshal
- Fire Marshal for Care Homes
- Introduction to HACCP Level 2
- Introduction to Personal Safety for Lone Workers

- Introduction to Risk Assessment
- Level 1 Food Safety (Catering)
- Level 1 Food Safety (Retail)
- Level 1 Food Safety (Manufacturing)
- Level 2 Food Safety (Catering)
- Level 2 Food Safety (Retail)
- Level 2 Food Safety (Manufacturing)
- Licensed Premises Staff Training
- Lockdown Procedure in Schools
- Manual Handling
- Noise Awareness
- Paediatric First Aid
- Personal Protective Equipment
- Positive Handling in Schools
- Prevent Duty
- Safeguarding Adults
- Safeguarding Children
- Slips, Trips and Falls
- Supervising Food Safety Level 3
- Working at Heights
- Working in Confined Spaces
- Working Safely
- Working within the Private Security Industry













### **HEATH & SOCIAL E-LEARNING**















- Autism Awareness
- Basic Fire Safety Awareness for Care Homes
- Dementia Awareness
- Dignity and Privacy
- Drug and Alcohol Awareness
- Duty of Care
- End of Life Care
- Epilepsy Awareness
- Equality, Diversity and Discrimination
- Fire Marshal for Care Homes
- Handling Information in a Care Setting
- Infection Control
- Introduction to Early Years Foundation Stage
- Introduction to the Safe Handling of Medicines
- Learning Disability Awareness

- Mental Capacity Act and Deprivation of Liberty Safeguards
- Mental Health Awareness
- Nutrition and Hydration
- Paediatric First Aid
- Person-Centred Care
- Positive Handling in Schools
- Prevent Duty
- Principles of Communication
- Safeguarding Adults
- Safeguarding Children
- Sharps Awareness
- Stroke Awareness
- Understanding your Role in Care
- Your Personal Development













### **BUSINESS SKILLS E-LEARNING**















- Alcohol Personal License Holder
- Anti Harassement and Bullying
- Anti Bribery and Corruption
- Conflict Resolution in the Workplace
- Customer Service
- Data Protection in the Workplace
- Developing Good Employee Relations
- Developing Teamwork
- Disciplinary Procedures
- Drug and Alcohol Awareness
- Effective Delegation
- Equality, Diversity and Discrimination
- Facebook for Business
- Introducing GDPR
- Introduction to Emotional Intelligence
- Leadership Skills
- License Premises Staff Training

- Linkeding for Business
- Manaing Meetings
- Managing Sickness and Absence
- Negotiation
- Objective Setting
- Presentation Skills
- Project Management
- Sales Skills
- Search Engine Optimisation for Business
- Sexual Harassment in the Workplace
- Social Media for Business
- Stress Management
- The Principles of Performance Management
- Time Management
- Twitter for Business











