

Confirmation of Order



Organisation Name:		Telephone No:	
Main Contact:		Title:	

Product Title	Level	Price Per Course	Qty	Total (£)
Health Care Courses				
Acquired Brain Injury (Paper)	2	£39.99		
Acquired Brain Injury (Online)	2	£30.00*		
Administration in a Medical Setting (Paper)	2	£39.99		
Adults at Risk – Scotland (Paper)	2	£39.99		
Autism Awareness (Paper)	2	£39.99		
Autism Awareness (Online)	2	£30.00*		
Care Certificate (Paper)	2	£45.00		
Care Certificate (Online)	2	£30.00*		
Care Planning (Paper)	2	£39.99		
Care Planning (Online)	2	£30.00*		
Care Skills (Paper)	2	£39.99		
Care Skills (Online)	2	£30.00*		
Challenging Behaviour (Elderly) (Paper)	2	£39.99		
Challenging Behaviour (Elderly) (Online)	2	£30.00*		
Continence Care (Paper)	2	£39.99		
Continence Care (Online)	2	£30.00*		
Control and Administration of Medicines (Paper)	3	£45.00		
Counselling Skills (Paper)	2	£39.99		
Counselling Skills (Online)	2	£30.00*		
Deaf Awareness (Paper)	2	£39.99		
Deaf Awareness (Online)	2	£30.00*		
Diabetes Awareness (Paper)	2	£39.99		
Diabetes Awareness (Online)	2	£30.00*		
Dignity and Respect (Paper)	2	£39.99		
Dignity and Respect (Online)	2	£30.00*		
Drugs Awareness (Paper)	2	£39.99		
Drugs Awareness (Online)	2	£30.00*		
End of Life Care Level 2 (Paper)	2	£39.99		
End of Life Care Level 3 (Paper)	3	£39.99		
End of Life Care Level 3 (Online)	3	£30.00*		
First Aid Awareness (Paper)	2	£30.00		
First Aid Awareness (Online)	2	£25.00*		
Food Hygiene (Paper)	2	£24.00		
Food Hygiene (Online)	2	£20.00*		
Food Hygiene - Polish (Online)	2	£20.00*		

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Health Care Courses				
Food Hygiene & Safety (Paper)	3	£39.99		
Food Hygiene & Safety (Online)	3	£30.00*		
Healthy Eating and Nutrition (Paper)	2	£39.99		
Healthy Eating and Nutrition (Online)	2	£30.00*		
Infection Control in The Workplace (Paper)	2	£39.99		
Infection Control in The Workplace (Online)	2	£30.00*		
Learning Disabilities Awareness (Paper)	3	£39.99		
Learning Disability Awareness (Online)	2	£30.00*		
Medication and Domiciliary Care (Paper)	2	£39.99		
Medication and Domiciliary Care (Online)	2	£30.00*		
Mental Capacity Act & DOLS (Paper)	2	£45.00		
Mental Capacity Act & DOLS (Online)	2	£30.00*		
Mental Health Awareness (Paper)	2	£39.99		
Mental Health Awareness (Online)	2	£30.00*		
Moving and Handling Clients (Paper)	2	£39.99		
Moving and Handling Clients (Online)	2	£30.00*		
Neurological Conditions (Paper)	2	£39.99		
Neurological Conditions (Online)	2	£30.00*		
Obsessive Compulsive Disorder Awareness (Paper)	2	£39.99		
Obsessive Compulsive Disorder Awareness (Online)	2	£30.00*		
Physiological Measurements (Paper)	2	£39.99		
Physiological Measurements (Online)	2	£30.00*		
Positive Dementia Care (Paper)	2	£39.99		
Positive Dementia Care (Online)	2	£30.00*		
Positive Dementia Care for Domiciliary Workers (Paper)	2	£39.99		
Professional Boundaries (Paper)	2	£39.99		
Responding to Substance Misuse (Paper)	3	£39.99		
Responding to Substance Misuse (Online)	3	£30.00*		
Principles of Safe Handling of Medicines (Paper)	2	£39.99		
Principles of Safe Handling of Medicines (Online)	2	£30.00*		
Safeguarding of Vulnerable Adults (Paper)	2	£39.99		
Safeguarding of Vulnerable Adults (Online)	2	£30.00*		
Stroke Awareness (Paper)	3	£39.99		
Stroke Awareness (Online)	3	£30.00*		
Therapeutic Activities (Paper)	2	£39.99		
Tissue Viability (Paper)	2	£39.99		

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Tissue Viability (Online)	2	£30.00*		
Understanding Consent (Paper)	2	£39.99		
Understanding Consent (Online)	2	£30.00*		
Understanding Epilepsy (Paper)	2	£39.99		
Understanding Epilepsy (Online)	2	£30.00*		
Visual Impairment Awareness (Paper)	2	£39.99		
Visual Impairment Awareness (Online)	2	£30.00*		

Product Title	Level	Price Per Course	Qty	Total (£)
Child Care Courses				
Asperger Syndrome Awareness (Paper)	2	£39.99		
Asperger Syndrome Awareness (Online)	2	£30.00*		
Autism Awareness for Educators (Paper)	3	£39.99		
Autism Awareness for Educators (Online)	2	£30.00*		
Positive Behaviour Support for Children & Young People (Paper)	2	£39.99		
Positive Behaviour Support for Children & Young People (Online)	2	£30.00*		
Diabetes in Children and Young People (Paper)	2	£39.99		
Diabetes in Children and Young People (Online)	2	£30.00*		
Dyslexia Awareness (Paper)	2	£39.99		
Dyslexia Awareness (Online)	2	£30.00*		
Foetal Alcohol Spectrum Disorders (Paper)	2	£39.99		
Foetal Alcohol Spectrum Disorders (Online)	2	£30.00*		
Medication Administration in Schools (Paper)	2	£39.99		
Medication Administration in Schools (Online)	2	£30.00*		
Prevent Duty Training (Online)	2	£25.00*		
Safeguarding Children and Young People (Paper)	2	£39.99		
Safeguarding Children and Young People (Online)	2	£30.00*		
Social, Emotional and Behavioural Difficulties (Paper)	3	£39.99		
Social, Emotional and Behavioural Difficulties (Online)	3	£30.00*		
Speech, Language & Communication (Paper)	3	£39.99		
Speech, Language & Communication (Online)	3	£30.00*		
Understanding ADHD (Paper)	3	£39.99		
Understanding ADHD (Online)	3	£30.00*		

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Product Title	Level	Price Per Course	Qty	Total (£)
Business Courses				
Business Administration Knowledge (Paper)	2	£39.99		
Business Administration Knowledge (Online)	2	£30.00*		
Conflict Resolution in the Workplace (Paper)	2	£39.99		
Conflict Resolution in the Workplace (Online)	2	£30.00*		
Developing Environmental Awareness (Paper)	2	£39.99		
Effective Customer Care (Paper)	2	£39.99		
Effective Customer Care (Online)	2	£30.00*		
Equality and Diversity (Online)	2	£30.00*		
Equality and Diversity (Paper)	2	£39.99		
Fire Warden (Paper)	2	£39.99		
Fire Warden (Online)	2	£30.00*		
Health and Safety Awareness (Online)	1	£20.00*		
Health and Safety Awareness (Paper)	1	£25.00		
Health and Safety in the Workplace (Online)	2	£30.00*		
Health and Safety in the Workplace (Paper)	2	£39.99		
Moving and Handling Objects Safely (Online)	2	£20.00*		
Risk Assessment (Online)	2	£30.00*		
Risk Assessment (Paper)	2	£39.99		
Team Leading Knowledge (Paper)	2	£39.99		
Team Leading Knowledge (Online)	2	£30.00*		
Training and Development (Paper)	3	£39.99		
Understanding Infection Control for Tattooists (Paper)	2	£39.99		

Product Title	Level	Price Per Course	Qty	Total (£)
Management Courses				
Human Resources ^	3	£100.00		
<ul style="list-style-type: none"> Recruitment, selection and induction 				
<ul style="list-style-type: none"> Producing and maintaining personnel records 				
<ul style="list-style-type: none"> Staff management and relationships 				
<ul style="list-style-type: none"> Staff, support, training and development 				
<ul style="list-style-type: none"> Disciplinarys, grievances and tribunals 				
<ul style="list-style-type: none"> Termination of employment 				
Management ^	3	£100		
<ul style="list-style-type: none"> Key principles of management and leadership 				
<ul style="list-style-type: none"> Improving your management and leadership skills 				
<ul style="list-style-type: none"> Managing the delivery of customer services 				
<ul style="list-style-type: none"> Supporting organisational change initiatives 				
<ul style="list-style-type: none"> Principles of budgeting and financial information 				
<ul style="list-style-type: none"> Principles of project management 				
<ul style="list-style-type: none"> Developing working relationships with teams 				
<ul style="list-style-type: none"> Coaching skills in team leading and management 				
<ul style="list-style-type: none"> Ethical issues in management 				
<ul style="list-style-type: none"> Managing physical resources 				

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Product Title	Level	Price Per Course	Qty	Total (£)
CIEH Courses				
Food Safety in Catering (Online)	1	£25.00*		
Food Safety in Catering (Online)	2	£25.00*		
Food Manufacturing (Online)	2	£25.00*		
Fire Safety Awareness (Online)	1	£25.00*		
Health and Safety (Online)	1	£25.00*		
Health and Safety (Online)	2	£25.00*		
Manual Handling (Online)	2	£25.00*		
CoSHH (Online)	2	£25.00*		
Introduction to First Aid Awareness (Online)	N/A	£25.00*		
Environmental Awareness (Online)	N/A	£25.00*		
Licensing Law Awareness (Online)	N/A	£25.00*		
Postage and Packaging		£9.50	1	£9.50
		Total		£

I confirm the above order will be invoiced and paid within 30 days of receipt of the goods. All goods will be despatched once the signed order is received.

Signed:		Date:	
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Instructions:	Please forward completed form to Support Services
Email:	enquiries@nccresources.co.uk

* **Price shown excludes VAT.** Selected programmes subject to VAT due to printing process/format
 ^ **Modules available individually.** Individual course modules available to purchase on request