

# Online Adult Mental Health First Aid 2020 Programme Summary

## Aims, objectives and certification

Everyone who completes the Online MHFA course will learn to:

- Develop practical skills to spot the triggers and signs of mental health issues
- Gain confidence to reassure and support a person in distress
- Learn how to guide them to further support for recovery

Once you have completed all four live sessions, all individual learning and provided your feedback, you will be awarded your certificate as a MH First Aider, an invaluable skill you will use across your social and work communities.

## Course design

Becoming a Mental Health First Aider involves individual activities (completed at your own pace), and your participation in four scheduled online sessions with a group of 8-12 participants.

This course is delivered through a combination of slides, video clips, activities, discussion, and case studies. You will experience approximately 18-20 hours of learning, although your learning will continue after the course has finished, as you embed your skills furthermore with your action plan.

Please note that all live online sessions are fixed diary dates, and it is not possible for a learner to move between cohorts. It is important that you can commit to the scheduled online sessions when you register.

## Cost and value, resources, and support

The cost of the course is £250, which is a special discounted rate (normal price £300). You will be sent an invoice in due course, with payment due within 7 days of receipt and at least 14 days prior to the start of your induction session. Concessions and flexible payment plans may be available in exceptional circumstances - please contact us to discuss your individual circumstances.

Each cohort is led by two accredited MHFA England Instructors – you can find out more about your Instructors in the 2020 Programme Dates. We all have rich and varied life and professional experiences and are very skilled in facilitating this programme. One of us will offer mentoring to guide your learning and support you throughout the course. If you have worked with, or are socially acquainted with an instructor, you may wish to be mentored by the other Instructor. (Please note that mentoring is optional, and not obligatory).

Once your programme payment has been made, you will receive your MHFA manual and MHFA workbook which both contain comprehensive information to guide your learning.

You will also receive a log-in to access to the MHFA Online Learning Hub which is where you will:

- Complete your individual learning activities
- Chat with other course participants
- Join live online sessions
- Contact your instructors

## Self-Care

It is important to recognise that this course covers material which can be emotionally challenging. Your self-care is important, and your safety is our priority. We recommend that you consider identifying someone who could potentially support you during or after your course if you need it.

## Technical requirements

We recommend using a laptop or computer (a mobile or tablet is too small). It is recommended that you use Google Chrome to access the Online Learning Hub.

To avoid any difficulties, you will need to ensure that you are using the latest version of your browser. If you are using an Apple based laptop or I Mac, please note that you will need to use Google Chrome or Firefox to use the MHFA online platform for both your pre work and live sessions, as Safari is not yet fully supported.

To participate in the online sessions, you will need a working webcam, microphone, and speakers – and a reliable internet connection.

## Induction Session

Ahead of your first full Online session, there will be a short 30-minute introduction to the programme. This will take place using the online learning hub and will give us an opportunity for all learners and both instructors to meet one another, to go through the pre-course work and to introduce you to the system and technology. This means that when we start the first full online session, we will all be ready to start learning.

## Payment Policy

MHFA England Recommended Course Price	£300
Introductory Offer Aug-Dec 2020	£250
Concessions*	£150
Payment Plan**	£300
Multi-delegate discount***	£TBA

### \*Concessions

A discounted charge for delegates who volunteer for a charity with no additional income.

## \*\*Payment Plan

### Flexible Payment Terms

- At least 50% of course cost to be received prior to course materials/course attendance, i.e. £150
- Followed by 2 x £75 standing orders

### \*\*\* Multi-delegate Discount

All delegates must be booked and paid for at the same time and courses completed within 3 months of each other. Please contact Facilitator for prices.

## Cancellations - Delegate

Notice given by delegate (prior to course date)	Applicable fee/procedure
More than one calendar month	Delegates may transfer free of charge to another MHFA course run by the Facilitator. For cancellations, an administration fee of £25 per delegate will be charged.
Between one calendar month and two weeks	Delegates may transfer free of charge to another MHFA course run by the Facilitator. For cancellations, an administration fee of £50 per delegate will be charged.
Within 2 weeks of the course start date and/or once the MHFA course materials have been sent out to the delegate	Delegates can transfer to another MHFA course run by the Facilitator for £50 administration fee. No refund will be given for cancellation.

*Where a delegate transfers his/her booking to another course, the delegate will not be entitled to any refund where he/she cancels attendance on the other course. Only one transfer is permitted per course per delegate – the fees will be charged as above.*

## Cancellations/Alternations by Course Facilitators

It may be necessary for the Facilitator to change the date or the time of the course if there is not enough delegates booked on and the delegate will be offered an alternative date.

A full refund will be made unless the delegate agrees to transfer his or her booking to an alternative date for the course.

For all bookings, the liability of the Facilitator shall be limited to the amount of the fee actually paid to Facilitator by the delegate.

## Contact Us

You may have registered your interest already or perhaps you are fully enrolled on the programme and you are ready to start learning. At any time, please contact one of your course Instructors with any questions you may have, or if you need help and support.

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