

## Frequently Asked Questions about the BILD PI Training Accreditation Scheme

The BILD PI Training Accreditation Scheme was launched in 2002, following extensive work, consultation and guidance. Underpinned by the BILD Code of Practice for minimising the use of restrictive physical interventions: planning, developing and delivering training, the scheme accredits training organisations that deliver behaviour support and management training in conjunction with the use of physical skills or restrictive physical interventions.

### What the Scheme accredits, and does not accredit

The BILD PI Training Accreditation Scheme is an evidence based process of external validation of the quality of physical intervention training programmes delivered to the health, social care and education sectors.



*(Pictured, left, Accreditation Scheme panel members interview an applicant organisation)*

The fundamental process of accreditation is the provision of evidence that the applicant organisation's curriculum and trainers can prove adherence to all of the criteria in the BILD Code of Practice (2014). The panel accredits the programmes of training

BILD accredited training programmes are required to promote:

- Rights based approaches
- An understanding that a person's behaviour has a purpose and a function
- A balance of proactive and preventive approaches to reduce reliance on restrictive practices, as well as reactive strategies and de-escalation techniques
- Person-centred, individualised plans

- The use of data to minimise the use of physical intervention over time and to support a learning approach
- Supportive teamwork when working with behaviours of concern
- The importance of reflective practice, debrief and review for all concerned
- The importance of an approach which is bespoke, and is informed by a comprehensive understanding of the rationale for the inclusion of restrictive physical intervention.

This makes clear that BILD accredits PI training, it does not accredit PBS training.

There is at present no national system of accreditation of PBS training. The PBS Academy is currently looking to develop a set of accreditation standards as a first and necessary step of the development of any accreditation infrastructure.

## Which areas does the scheme cover?

The scheme accredits training that is delivered in any setting for the following groups:

- Children and adults with a learning disability
- Children and adults with autistic spectrum conditions
- Pupils with special educational needs
- Children with additional needs that may result in socially inappropriate behaviour(s)
- Children with social and emotional difficulties associated with behaviours that challenge
- Adults with learning disability and/or autism who are detained under the Mental Health Act
- Children and young people (up to the age of 19) who are detained in semi secure and secure settings or who are detained under the Mental health Act
- Families and family carers, including foster carers, including foster carers, those offering short breaks and support to children, young people and adults with learning disabilities, autism and social emotional and behaviour difficulties
- Currently BILD are preparing to pilot the BILD PI Training Accreditation Scheme overseas, and in mental health services, covering the areas of acute, forensic, and low and medium secure services

## What is the accreditation process?

Applicant organisations are assessed against the standards in the BILD Code of Practice 2014, guidance and legislation relevant to the geographic location, population and service settings in which they deliver training. The assessment process includes:

- The submission of a portfolio of evidence
- An observational assessment of the training, and organisational recording and reporting procedures
- An assessment of the evidence against the standards of the scheme undertaken by a panel appointed by the BILD Chief Executive.



*(Pictured left, a BILD PITAS assessor observes a workplace training session being delivered by an applicant organisation's trainer).*

Successful applicant programmes are accredited for a period of 3 years, during which the organisation is involved in a series of assessments including self-assessment and observational assessment which is clearly identified as part of the ongoing quality assurance system. This enables the organisations seeking accreditation and the PITAS scheme to maintain a high level reflective and evidentiary review of the standards which are outlined within the current BILD Code of Practice.

Accreditation is supported by events, training, conferences and publications; and membership of the BILD Accredited Trainers Forum.

## Where can I find out which organisations currently have accredited training?

The currently accredited training providers are listed at [www.bild.org.uk/pitasorgs](http://www.bild.org.uk/pitasorgs)

If you have a query please e-mail: [I.howells@bild.org.uk](mailto:I.howells@bild.org.uk)

If an organisation is not on the list of providers with accredited programmes then they aren't accredited. They may be in the process of making an application for accreditation and BILD will be able to confirm if this is the case.

If an organisation has previously had a programme accredited and does not appear on the list it may be that;

- A. They have let the accreditation lapse
- B. They have failed to meet the standards on re-accreditation, or

- C. They have had their status suspended or removed within the rules of the scheme. BILD will not discuss why an organisation does not appear on the list we can simply confirm whether an organisation currently had an accredited programme.

If you have a query about an individual's status as a BILD accredited trainer, you should first of all ask for details of their **Unique Accredited Trainer Reference number** and if you are still unsure, check with BILD about the individual trainer at: [accreditation@bild.org.uk](mailto:accreditation@bild.org.uk)

## We have been told that the organisation we employ to deliver training has adopted the BILD Code of Practice, what does that mean?

Organisations who formally apply for accreditation are warranted in using the statement 'Our organisation has formally adopted the BILD Code of Practice 2014'. This is in recognition that BILD will be formally assessing their adherence to the Code of Practice as part of the process of accreditation.

We believe this offers more transparency for commissioners of training. Organisation's programmes are either accredited or not. You can always check if an organisation is in the process of application with us.

## Do we have to use accredited training organisations?

While it is not a statutory obligation to use accredited training it may be viewed as advisable and many commissioners of services require training to be accredited.



*(Left, the assessment of training delivered will be against the criteria set out in the BILD Code of Practice, 2014).*

Although voluntary, the standards are commonly viewed as good practice. The scheme is specific to the area of education, health and social care and as such is one of only two accreditation schemes in the UK referenced in national departmental guidance – Positive and Proactive Care: reducing the needs for restrictive practices (DH2014) and A Positive and Proactive Workforce (Skills for Care 2014).

The BILD PI Training Accreditation Scheme offers a comprehensive assessment of training materials, the organisation's policies and procedures and individual trainers; to date we are unaware of any

other such accreditation.

## We are a service provider, can we seek accreditation?

Yes, an application for accreditation must be made in the name of one sole organisation and they must hold copyright and trademark to all materials and trading names used within the application or the permission of the owner to use any materials or make reference to a trademark.

It is often quite complex when a service provider also seeks to deliver training in this area and there are many reasons why this may not be appropriate for some organisations.

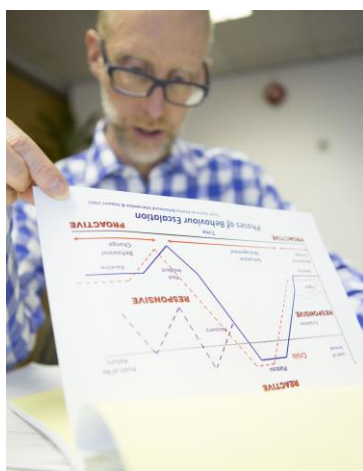
## We use an accredited provider but would like to make a complaint to BILD can we do that?

In the first instance we always ask that you try to resolve any disputes with the organisation through direct contact using their complaints procedure, which we advise is identified at the point of commissioning. This is usually the most effective way to resolve any problems.

BILD will not become involved in disputes which do not directly impact on the standards of accreditation - in other words, you must be able to reference the complaint to a section of the BILD Code of Practice (2014) for it to be considered. In the first instance any such complaints must be addressed to the manager of the scheme, clearly referenced to the BILD Code of Practice (2014) and sent to BILD by email or by registered post. A copy must also be sent to the organisation about whom you wish to make the complaint.

BILD will not become involved in disputes relating to fees, payments, failure to certificate named individuals attending training or other matters which should be resolved through direct contact with the accredited training provider.

## What is accredited - the training or the trainers?



Applications must be made in the sole name of one trading company or training department and there must be a named manager whom BILD calls the 'Training Manager' for the purposes of the scheme. Each applicant organisation can submit curricula of training they would like accredited within the scheme, the panel decide if these curricula and the procedures such as health and safety requirements, record keeping for example are evidenced by the organisation and adhere to the standards of the Code of Practice (2014).

*(Left, a BILD PITAS panel member assessing training curriculum information provided by an applicant organisation).*

The named provider and the evidence within the application is assessed and the named curricula they submit will be accredited if they are found to meet the standards. It is the named applicant training provider and the curricula they submit that are accredited.

Each BILD accredited training organisation can then submit the names of the trainers whom they recognise to deliver the accredited courses; these are called accredited trainers. Each will have a Unique Accredited Trainer Reference number (UATR) and we will be able to provide details of their accreditation status if requested. The accredited organisation submit the names and evidence of professional development of those trainers whom they would like to certificate within the scheme, if the accredited trainers can demonstrate that they can reflect professional knowledge, training and qualifications to match with the Code of Practice (2014), BILD will certificate trainers within the scheme.

The accredited trainers certificate is non-transferable between companies or BILD accredited training organisations, neither can a trainer deliver training independently unless under a franchise/licensed agreement with the BILD accredited training organisation.

Accredited trainers are certificated to provide accredited training on behalf of a named BILD accredited training organisation within the rules of the scheme. It is possible that one individual trainer could act as an accredited trainer for more than one accredited provider, in such instances they will be required to hold two valid BILD accredited trainer certificates and UATR numbers, one for each training organisation, as outlined in the BILD Code of Practice.

The BILD panel accredits programmes of training and individual trainers; certificating the BILD accredited trainers who can demonstrate evidence of professional development that is consistent with the BILD Code of Practice (2014) and are delivering training on behalf of BILD accredited training organisations. Some trainers may fail to demonstrate evidence of professional development that is consistent with the standards of the scheme and may not be certificated by the BILD panel.

## We need to get some training, where do we start?

It is important to commission training that will meet the needs of the individuals you support and your service and that will support a reduction in restrictive physical interventions by increasing the skills and confidence of the staff you employ in behaviour support. A specific 'training needs analysis should be conducted for the person being, so it reflects the code, a note for commissioners to ask AO's and something that if we need to can be referenced to in a complaint, etc.

To do this a BILD accredited training organisation will need to demonstrate to you that:

- They understand the needs of the people whom you educate, support or care for
- They have professional backgrounds that reflect a good understanding of the people whom you educate, support or care for

- They can adapt the theory content of training appropriately based on current organisational need
- They can select any physical skills to be taught based on the evidence provided by service level behavioural risk assessment, behaviour audit and individual risk assessments
- They can deliver training that is consistent with the values base of the organisation and the people whom you have contact with
- They can work with your organisation at every level and commit to your organisation over a period of time

We suggest that you purchase a copy of the BILD Code of Practice in order to fully understand your responsibilities under the Code as the commissioner of the training. The list below is meant to indicate only the most important points to consider in preparation:

- Draw up criteria against which to interview prospective training organisations
- Interview a minimum of 3 training organisations to compare their approaches
- Ask for feedback from customers, service users, etc; organisations that provide accredited training are required to keep copies of such contacts as part of their self-assessment requirements
- Discuss cost and explore the longer term commitment that there may be with the training provider, for example are workbooks included in the price of training and if not what sort of financial commitment will there be in purchasing workbooks in the longer term?
- Ask what else they can provide - e-mail support, for example
- Find out if they can provide individual behaviour support plans that include restraint reduction plans
- Discuss how they will undertake the behaviour audit and risk assessment on which the training will be based
- Agree and complete a 'training needs analysis' which reflects your requirements and makes clear how the organisation will be able to meet your service's need now and in the future
- Ask the provider to provide information and evidence on the basis for their practice and the development of the theoretical content of the training
- Ensure the training provides a good balance of appropriate theory as well as physical skills

This is intended as a guide to help you commission training and is not an exhaustive list of criteria for you to consider.

## Need more information?

For further information please contact Liz Howells on 0121 415 6070 or email [l.howells@bild.org.uk](mailto:l.howells@bild.org.uk)

July 2017

**BILD**, Birmingham Research Park, 97 Vincent Drive, Edgbaston, Birmingham B15 2SQ  
0121 415 6970 | [enquiries@bild.org.uk](mailto:enquiries@bild.org.uk) | [www.bild.org.uk/pitrainingaccreditation](http://www.bild.org.uk/pitrainingaccreditation)