

A guide to the NCSCT / HSE Ireland Training and Assessment Programme

Step 1: Registration and logging in

Registration

- The programme can be accessed via <http://elearning.ncsct.co.uk/> or by clicking on 'Online training Home' on the top banner of the NCSCT website
- Select 'Ireland' from the list on the right hand side of the page. This will lead to the Ireland training homepage



- There are a number of training courses and assessments available on the homepage. Stop smoking practitioners who wish to gain NCSCT certification need to register first. To do this:
 1. Click on the 'Practitioner Training: core competences in helping people stop smoking'
 2. Complete the details in the table on the right hand side of the page and click 'Register'. **Note: the code to enter is IRL2020**

Once registered, practitioners will have access to the full training course and assessment. Note that access to the 'Smoking in Pregnancy and the Post-partum Period' and 'Smoking and Mental Health' specialty modules is only available to those who pass the assessment for the 'Practitioner Training: core competences in helping people stop smoking'.

Logging in

- Practitioners should only register ONE account
- Once practitioners have an account they can use the 'Login' option to access the training course as often as needed from any computer using their username (email address) and password
- Forgotten passwords can be reset by clicking the 'Forgotten your password?' link. A new password will be sent to the registered email address (i.e. your username)
- Other registration details can be changed by practitioners at any time via the 'Online Training Account' tab at the top of the screen after logging in.

Step 2: Reviewing the training content

The training course covers the following areas:

1. Smoking in the population
2. Smoking and health
3. Special populations
4. Nicotine dependence and nicotine withdrawal symptoms
5. Behavioural support
6. Medications
7. Other treatments
8. Practice: pre-quit
9. Practice: quit date
10. Practice: post-quit
11. Practice: groups

There are approximately four to six hours of study materials that can be accessed in as many sittings as required, and which remain available as a resource for practitioners.

Practitioners can choose their own path through the course and review materials as needed, depending on prior knowledge and experience. There are video clips explaining and demonstrating important components of behavioural support as well as additional information and links to other resources throughout. Practice questions are also included to check understanding on some the topics.

There is a log out button at the top right hand side of the page: *[Logout]*

There is also a help button on the top menu bar that should be your first port of call for any questions that you have, or problems that you experience, with the training and assessment programme.

Step 3: Assessment

When practitioners feel confident with the material in the training course, they can sit the NCSCST Stop Smoking Practitioner assessment.

- The assessment is made up of 25 multiple choice questions and assesses the core knowledge and practical skills required to deliver effective stop smoking interventions
- The test should take between 30-60 minutes to complete; but practitioners have up to 90 minutes if longer is needed
- Each multiple choice question is randomly drawn from a bank of questions and involves selecting one correct answer from four possibilities
- The pass mark is 70% and upon passing practitioners will receive full NCSCST certification

- If practitioners do not pass the assessment they can retake it, but on each occasion they will have to wait a minimum of three whole days between assessments to allow time to access the online training course and revise the relevant content
- To aid further revision in instances where the assessment is not passed, or where practitioners do not get 100%, links to specific sections of the training that are relevant to the questions answered incorrectly will be emailed to the trainee
- Those practitioners who passed the old knowledge (stage 1) assessment will only be required to take a shortened version of the assessment to gain full NCSCCT certification. Practitioners who are not fully certified (i.e. have simply passed the old knowledge assessment) will not be listed on the NCSCCT website.

Step 4: Certification

Each time an assessment is successfully completed the option will be given to view and print a copy of the certificate straightaway. A copy of the certificate will also be emailed to trainees.

Course registrants can access a copy of their certificates at any time via the 'Online Training Account' tab at the top of the screen after logging in.

A record of who has achieved full NCSCCT certification can be accessed here <http://www.ncsct.co.uk/practitioners.php> or via the button on the right hand menu of the home page:



Specialty modules

After achieving NCSCCT certification, trainees will be able to access the *Smoking in Pregnancy and the Post-partum Period* and *Smoking and Mental Health* specialty modules. These can both be accessed via the country-specific training homepage.

Other courses

There are further modules available that can be accessed irrespective of NCSCCT certification status. These include the *Very Brief Advice on Smoking*, *Very Brief Advice on Secondhand Smoke* and *Stop smoking medications* modules.

All of these courses can be accessed via the training homepage.

About the NCSCT

The National Centre for Smoking Cessation and Training (NCSCT) delivers comprehensive training and assessment programmes, develops resources and carries out research in order to help stop smoking services establish and implement best practice.

In addition, the NCSCT also offers service support for stop smoking service providers. Amongst its staff are leading academics and experienced practitioners, and all of its training and resources continue to be developed using a strong evidence-base and in consultation with service managers, commissioners and practitioners.

Basis for the training

The training and assessment programme developed by the NCSCT is based on research into what competences (skills and knowledge) are required by stop smoking practitioners¹. This research identified the set of behaviour change techniques (BCTs) that are used when providing behavioural support and established which of these has the strongest evidence for effectiveness. This has been supplemented by a systematic analysis of guidance documents on competences required for the role of stop smoking practitioners.

These competences were used to develop the NCSCT Stop Smoking Practitioner Assessment and the learning outcomes for the NCSCT Training Standard (available from http://www.ncsct.co.uk/publication_ncsct-training-standard-learning-outcomes-for-training-stop-smoking-practitioners.php).

Completing the NCSCT Training and Assessment Programme:

- Provides evidence to employers and to smokers that practitioners have the necessary knowledge and skills required to deliver stop smoking interventions
- Ensures that the interventions practitioners deliver are evidence-based
- Identifies and addresses any training needs that practitioners might have
- Fosters professional identity and achievement
- Can be used to document continued professional development

Contact details

National Centre for Smoking Cessation and Training (NCSCT), 1 Great Western Industrial Centre, Dorchester DT1 1RD

Email: enquiries@ncsct.co.uk

Phone: 01305 755 828

¹ The findings of this research are reported in: Michie S, Churchill S, West R (2011) Identifying evidence-based competences required to deliver behavioral support for smoking cessation. *Annals of Behavioral Medicine*, 41(1):59-71