



Professional
Learning &
Development

Course Catalogue



INSIDE THIS BROCHURE

Contents

Welcome to CPL Institute	3
1. Health, Safety and Compliance	4
Safety Management and Compliance	4
Manual and People Handling	5
Fire Safety	5
Display Screen Equipment and Ergonomics	6
Equipment and Machinery	6
Food Safety	6
Workplace Wellbeing	6
2. First Aid and Cardiac Response	7
Workplace First Aid	7
Cardiac First Response (CFR) & Emergency First Response (EFR)	7
PHECC Instructor Programmes	8
3. Professional and Leadership Development	9
UCD Professional Academy Diplomas	9
Train the Trainer	10
Management and Supervision	10
4. Healthcare and Social Care	11
QQI Level 5 Healthcare Support Major Award Components	11
Further Healthcare Training	12
5. Driver and Fleet Safety	13
Driver Training and Assessment	13
Site and Yard Safety	14
Driver Safety Briefings	14
Driver Training Online eLearning	14
6. eLearning	15
How it works	15
Health and Safety	15
Equipment Safety	15
IOSH Courses	16
Data, Security and Compliance	16
HR, People and Wellbeing	16
Why choose the CPL Institute?	17

WELCOME TO THE CPL INSTITUTE

Continuous professional learning keeps teams sharp, skilled and adaptable.

CPL Institute has been training people in Irish workplaces since 1987, first as Nifast and today as the CPL Institute. We help organisations build safer, more skilled and more confident teams through accredited and bespoke training.

Whether you need a single compliance course or a full training programme for your organisation, our experienced trainers make learning practical, engaging and easy to apply back at work.



Our Accreditations

QQI

Quality and Qualifications Ireland validated programmes.

PHECC

Pre-Hospital Emergency Care Council Approved Training Institution.

IOSH

Institution of Occupational Safety and Health approved centre.

IHF

Irish Heart Foundation affiliated training organisation.

ISO 9001:2015

International quality management certification.



How We Deliver...

Public courses

Scheduled throughout the year at our training centres in Dublin, Cork and Kildare.

In-company

Delivered at your premises anywhere in Ireland, tailored to your workplace.

Live online

Instructor-led virtual classrooms through Zoom, or Microsoft Teams.

eLearning

Self-paced online courses with instant access and a certificate on completion.

Health, Safety and Compliance

Health, Safety and Compliance

Protect your people and show your commitment to a safe workplace

Good safety training helps people recognise hazards, take the right precautions and meet their legal duties. It reduces accidents and costs, lifts morale and protects your reputation. Public courses run regularly in Dublin and Cork, and we also deliver training onsite at our clients' premises nationwide.



Safety Management and Compliance

IOSH Managing Safely

For managers and supervisors who need to manage safety in line with company policy and best practice.

IOSH - 3 days/24 hours
Live online, in-person or eLearning

IOSH Managing Safely Refresher

Refresh your managing safely knowledge.

IOSH - 6 hours
eLearning

IOSH Working Safely

Core safety knowledge for employees at every level of the organisation.

IOSH - 5 hours
eLearning

IOSH Safety for Executives and Directors

Helps senior leaders understand and lead on their safety responsibilities.

IOSH - 6 hours
eLearning

IOSH Managing Safely in Construction

Managing Safely tailored to the risks found on construction sites. A refresher course is also available.

IOSH - 24 hours
eLearning

QQI Safety and Health at Work

Learn to promote and maintain a safe working environment and a positive safety culture.

QQI Level 5 | 4 days
Live online or in-person

QQI Safety Representation

Prepares safety representatives to apply sound principles to reduce workplace hazards and risks.

QQI Level 5 | 4 days
Live online or in-person

Health and Safety for Managers

Helps managers understand their role under current health, safety and environmental regulations.

CPL Institute | 1 day
Live online or in-person

Risk Assessment Training

For anyone who carries out or takes part in risk assessments, from frontline staff to managers.

CPL Institute | 1 day
Live online or in-person

Accident Investigation Training

Investigate incidents properly and strengthen your safety management system.

CPL Institute | 1 day
Live online or in-person

Pregnant Worker Risk Assessors Training

Learn how to correctly risk assess the duties of a pregnant employee.

CPL Institute | Half day
Live online or in-person

Chemical Safety Training

Learn how to handle, store and use chemicals safely.

CPL Institute | Half day
In-person

Chemical Safety & Spill-Kit Training

Learn how to handle, store and use chemicals, and also deal with chemical spills.

CPL Institute | 1 day
In-person

Safety Statement and Risk Assessments

Every employer needs a written Safety Statement. We can prepare yours with you.

CPL Institute
Consultancy

Health and Safety Consultancy Services

Practical support with workplace policies, procedures and keeping risks to a minimum.

CPL Institute
Consultancy

Manual Handling and People Handling

QQI Manual Handling Instructor

Qualify to deliver manual handling training to your own staff or colleagues.

QQI Level 6 | 5 days
Blended or in-person

Manual Handling Instructor Refresher

Refresh your knowledge, skills and confidence in delivering manual handling training.

CPL Institute | 1 day
In-person

Manual Handling Training

Learn the correct way to lift and move loads to prevent back injury.

CPL Institute | Half day
Blended or in-person

Online Manual Handling (Theory only)

Flexible online manual handling theory that learners complete at their own pace.

CPL Institute | 30 mins
eLearning

QQI People Handling Instruction

Gain the skills to design and deliver people handling instruction.

QQI Level 6 | 3 days
Blended or in-person

People Moving and Handling

Safe techniques and equipment use for nurses, healthcare workers and carers.

CPL Institute | 1 day
Blended or in-person

Manual Handling Instructor Pack

Ready-made materials to support qualified manual handling instructors.

Training Resource
Generic or branded

Fire Safety

Fire Warden Training

Put fire plans and procedures into practice and evacuate staff safely.

CPL Institute | Half day
Live online or in-person

Fire Warden and Extinguisher Training

Practical fire warden training combined with fire extinguisher use.

CPL Institute | 1 day
In-person

Fire Safety Manager Training

For people appointed as Fire Safety Managers in their organisation.

CPL Institute | 1 day
Live online or in-person

Evacuation Chair Training

Use evacuation chairs confidently for a safe, efficient response in an emergency.

CPL Institute | Half day
In-person

Online Fire Warden and Fire Safety Awareness

Online options for fire wardens and general staff fire awareness.

CPL Institute | 80 mins/30 mins
eLearning

Display Screen Equipment (DSE) and Ergonomics

DSE Assessors Training (Display Screen Equipment) Learn to carry out workstation assessments and reduce risks for your colleagues.	CPL Institute 1 day Live online or in-person
DSE Assessments We assess workstations so equipment use is not a source of risk for your employees.	CPL Institute Tailored durations Consultancy
Online DSE Awareness Help staff set up and use their workstations safely, at home or in the office.	CPL Institute 30 mins eLearning
Ergonomic Risk Assessments Keep staff safe and comfortable at work, particularly where existing injuries are a factor.	CPL Institute Tailored durations Consultancy

Equipment and Machinery

Forklift Training Operating a forklift is a specialised skill. Training prevents accidents caused by untrained drivers. Novice and Experienced Operator training available.	CPL Institute Tailored Durations In-person
MEWP Training (Mobile Elevated Work Platforms) Safe operation of mobile platforms and hoists, which are potentially dangerous.	CPL Institute Tailored Durations In-person
Abrasive Wheels Training Operate abrasive wheels safely, identify hazards and apply the right controls.	CPL Institute Tailored Durations In-person
Online Lock Out Tag Out Safely isolate equipment and machinery during maintenance and servicing.	CPL Institute 60 mins eLearning

Food Safety

HACCP Food Safety Level 1 The knowledge and skills needed to start working in the food service industry.	CPL Institute Half day Live online or in-person
HACCP Food Safety Level 2 For people looking to progress in the food industry and maintain high standards.	CPL Institute 1 day Live online or in-person
HACCP Food Safety Level 3 The food safety skills expected of managers and supervisors in food businesses.	CPL Institute 3 days Live online or in-person
Online Food Safety Level 1 and 2 Hazard Analysis and Critical Control Point principles, completed online.	CPL Institute 45 mins/90 mins eLearning

Workplace Wellbeing

Mental Health Champion Support mental health at work and help build a positive, open culture as a Mental Health Champion.	CPL Institute 1 day In-person
Bespoke Staff Briefings Short, focused sessions to update staff on new legislation or raise awareness of key topics.	CPL Institute Tailored durations Live online or in-person

First Aid and Cardiac First Response

First Aid and Cardiac First Response

The skills to act quickly and confidently in an emergency

Accredited first aid training equips participants with the practical skills and confidence to respond effectively to emergencies such as cardiac arrest, choking, bleeding, and injury until professional medical assistance arrives. CPL Institute is a Pre-Hospital Emergency Care Council (PHECC) Approved Training Institution (ATI) and an Irish Heart Foundation (IHF) affiliated training organisation, delivering high-quality, recognised first aid and CPR training to individuals and workplaces across Ireland.



Workplace First Aid

PHECC First Aid Response The workplace first aid standard in Ireland. Meets HSA & Tusla requirements.	PHECC 3 days In-person or blended
PHECC First Aid Response Recertification Highly interactive refresher with demonstration, practical tasks and assessment.	PHECC 2 days In-person or blended
PHECC First Aid Essentials: Basic First Aid Essential first aid skills delivered to the PHECC First Aid Essentials standard.	PHECC 1 day In-person
PHECC First Aid Essentials: Paediatric First aid for infants and children, ideal for childcare and education settings.	PHECC 1 day In-person
Emergency First Aid Training Practical, potentially life-saving skills to deal with an emergency.	CPL Institute Tailored Durations Live online or in-person
Online First Aid Essentials First aid knowledge online awareness. A sports first aid version is also available.	CPL Institute 80 Minutes eLearning

Cardiac First Response (CFR) & Emergency First Response (EFR)

PHECC Cardiac First Response: Community Learn cardiopulmonary resuscitation (CPR) and how to use an automated external defibrillator (AED).	PHECC 3 hours In-person
PHECC Cardiac First Response: Advanced For people working in emergency medical services, fire and rescue or healthcare.	PHECC 1 day In-person

PHECC Emergency First Response

Care for patients before they reach hospital across a range of medical and trauma emergencies.

PHECC | 5 days
In-person

Heartsaver CPR AED

Learn CPR and defibrillator use with Irish Heart Foundation certification.

Irish Heart Foundation | 3 hours
In-person

Basic Life Support Provider

For healthcare providers working in hospital and community settings.

Irish Heart Foundation | 4 hours
Blended or In-person

Instructor Programmes

PHECC First Aid Response Instructor

Covers every aspect of delivering First Aid Response training.

PHECC | 3 days
In-person

PHECC Cardiac First Response Instructor (Community)

Follows the national standard for Cardiac First Response Community instructors.

PHECC | 3 days
In-person

PHECC Cardiac First Response Advanced Instructor

Theory and practical teaching methods needed to instruct at Advanced level.

PHECC | 2 days
In-person

PHECC FAR & CFR Instructor Recertification

Recertification for First Aid Response and Cardiac First Response instructors.

PHECC | 1 day
In-person

Become an Affiliated Instructor

Qualified instructors can teach PHECC courses under CPL Institute's approval.

Join our panel of instructors

Professional and Leadership Development

Professional and Leadership Development

Upskill your people in areas that matter to them and your organisation

Our corporate and professional courses help teams learn new skills quickly and put them into practice straight away. Learners don't just see how things are done: they try them through interactive exercises, video, hands-on activities and discussion.



UCD Professional Academy Diplomas

Artificial Intelligence for Business

Drive innovation and stay ahead in a fast-changing digital world.

UCD | FT 5 days/PT 12 Weeks
Live Online

Leadership and Management

Build your ability to coordinate and motivate teams.

UCD | FT 5 days/PT 12 Weeks
Live Online or on demand

Project Management

The knowledge and skills for a rewarding career in project management.

UCD | FT 5 days/PT 12 Weeks
Live Online or on demand

Change Management

Learn to turn obstacles into opportunities and lead successful change.

UCD | PT 6 Weeks
Live Online or on demand

Cybersecurity

A practical introduction to protecting people, systems and data.

UCD | PT 12 Weeks
Live Online or on demand

Human Resource Management

Kick-start or develop your career in human resources.

UCD | PT 12 Weeks
Live Online or on demand

Bookkeeping and Payroll

Hands-on bookkeeping and payroll skills that support better decisions.

UCD | PT 12 Weeks
Live Online or on demand

Digital Marketing

Build effective digital marketing strategies from scratch.

UCD | PT 12 Weeks
Live Online or on demand

Public Relations and Marketing Communications

Shape how your organisation communicates with the outside world.

UCD | PT 10 Weeks
Live Online or on demand

Train the Trainer

QQI Training Delivery and Evaluation

Gain the competence to deliver, assess and evaluate training.

QQI Level 6 | 4 days

Live online or in-person

QQI Training Needs Identification and Design

Identify training and development needs and design programmes to meet them.

QQI Level 6 | 4 days

Live online or in-person

Management and Supervision

QQI Managing People

Set standards, measure performance and motivate and empower staff.

QQI Level 6 | 3 days

Live online or in-person

QQI Supervisory Management

The knowledge and skills to work confidently in a supervisory role across a range of sectors.

QQI Level 6 | 4 days

Live online or in-person

QQI Conflict Management

Engage with the theory and practice of managing conflict.

QQI Level 6 | 4 days

Live online or in-person

QQI Customer Service

Lead and deliver quality customer service in your workplace.

QQI Level 5 & 6 | 4 days

Live online or in-person

Growing Leaders: Raising Performance

Equip your managers with everything they need to succeed in their roles.

CPL Institute | 1.5 days

Live online or in-person

Dealing with Aggressive Customers

Practical skills to manage difficult and aggressive situations calmly.

CPL Institute | Half day

Live online or in-person

Healthcare and Social Care

Healthcare and Social Care

Trained, qualified and confident care teams

Healthcare and social care training gives care workers the knowledge and skills to provide safe, compassionate and effective support in hospitals, care homes and the community. Our in-house healthcare courses are all designed to lead to the QQI Level 5 Major Award in Healthcare.

Becoming a Healthcare Assistant

Healthcare Assistants should hold a relevant QQI Level 5 qualification or equivalent.

Best practice entry to the role is QQI Level 5 Care Skills and Care of the Older Person, with a plan to progress to a full QQI healthcare major award.



QQI Level 5 Healthcare Support Major Award Components

QQI Care Skills Care for clients safely and hygienically. A core entry award for the role.	QQI Level 5 4 days Live online or in-person
QQI Care of the Older Person Meet the full range of needs of older people in your care.	QQI Level 5 4 days Live online or in-person
QQI Care Support Recognises existing experience and builds the skills to work effectively in care.	QQI Level 5 4 days Live online or in-person
QQI Infection Prevention and Control Apply infection prevention and control practice in a care setting.	QQI Level 5 4 days Live online or in-person
QQI Palliative Care Care for and support people with life-limiting conditions and their families.	QQI Level 5 4 days Live online or in-person
QQI Communications Communicate effectively, both verbally and non-verbally.	QQI Level 5 4 days Live online or in-person
QQI Safety and Health at Work Promote and maintain safety and health in a care environment.	QQI Level 5 4 days Live online or in-person

QQI Work Experience

Apply learning in a real workplace as part of your healthcare award.

QQI Level 5 | 4 days

Live online or in-person

QQI Intellectual Disability Studies

Understand the causes, range and effects of intellectual disabilities.

QQI Level 5 | 4 days

Live online or in-person

Further Healthcare Training

Safety Intervention Training

Equips staff with the skills to manage challenging behaviour safely.

CPI | 1 day

In-person

Sharps Safety in Healthcare

Reduce the risk of injury and infection from needles and other sharp instruments.

CPL Institute | Half day

Live online or in-person

People Moving and Handling

Safe moving and handling of people using the correct method and equipment.

CPL Institute | 1 day

Blended or in-person

Online Fire Safety for Healthcare

Prevent, respond to, and manage fire emergencies in healthcare settings.

CPL Institute | 40 mins

eLearning

PMAV Training

The tools and confidence to handle aggression and violence effectively.

CPL Institute | 1 day

In-person

Online Dementia Awareness

Build understanding, compassion, and confidence in supporting people living with dementia.

CPL Institute | 40 mins

eLearning

Driver and Fleet Safety

Driver and Fleet Safety

Keep your drivers, vehicles, brand and other road users safe

To manage work-related road risk, drivers should receive training at regular intervals. Our programmes raise awareness, concentration and observation, and help drivers anticipate the actions of other road users. Training is delivered by advanced driving instructors, often in the driver's own vehicle.



Driver Training and Assessment

Decision Driver Training

Interactive audio-visual theory followed by practical in-vehicle training.

CPL Institute | Tailored Durations
In-person

Decision Driver In-Vehicle Training

Practical in-vehicle training and assessments.

CPL Institute | Tailored Durations
In-person

Tailored Driver Training Solutions

Programmes built around the specific road safety issues in your organisation.

CPL Institute | Tailored Durations
In-person

Pre-Employment Assessments

Assess drivers before they take a company vehicle or drive for work.

CPL Institute | Tailored Durations
In-person

Post-Collision Driver Support

Establish the cause of incidents and support drivers with repeated collisions.

CPL Institute | Tailored Durations
In-person

Vehicle Familiarisation Training

Theory and practical sessions covering the vehicle, pre-journey checks and safe use.

CPL Institute | Tailored Durations
In-person

Driving in Ireland Familiarisation

Irish rules of the road, the penalty points system and the road network.

CPL Institute | 3 hours
In-person

Off-Road 4 x 4 Training

For drivers in forestry, construction, environmental, engineering and communications work.

CPL Institute | 1 day
In person

Trailer Towing Training

The knowledge and skills to tow a trailer safely.

CPL Institute | 1 day
In person

Site and Yard Safety

Shunter Operator Training

Manoeuvre large trailers safely in confined spaces with other workers nearby.

CPL Institute | 1 day
In person

Banksman Training

Guide vehicles safely and help prevent injuries on company sites.

CPL Institute | 1 day
In person

Driver Safety Briefings

Distracted Driving Briefing

Thought-provoking session on concentration and in-vehicle distractions.

CPL Institute | Tailored Durations
Live online or In-person

Winter Driving Briefing

Keep staff safe on the road through the winter months.

CPL Institute | Tailored Durations
Live online or In-person

Safe Cycling Briefing

Help cyclists understand and manage their safety on the road.

CPL Institute | Tailored Durations
Live online or In-person

Staff Toolbox Talks

Interactive sessions, ideal for safety days, on the dangers of complacency behind the wheel.

CPL Institute | Tailored Durations
Live online or In-person

Driver Training Online eLearning

Online Driver Safety Awareness

Core driver safety knowledge, completed online.

CPL Institute | 40 mins
eLearning

Online HGV Driver Safety Awareness

HGV driver safety knowledge, completed online.

CPL Institute | 40 mins
eLearning

Online Winter Driving Awareness

Prepare drivers for driving in winter condition.

CPL Institute | 30 mins
eLearning

Online Driver Risk Assessments

Assess driver risk using Observation, Hazard Perception, and Knowledge.

CPL Institute | 30 mins
eLearning

eLearning Courses

eLearning

Flexible online courses built for busy teams

Our online courses let learners start straight away and complete at their own pace. Managers can see completions across the organisation, making compliance simple to track.



How it works...

1. Buy online

Choose your course on our website and pay online or request an invoice.

2. Get your login

Your login email arrives within minutes.

3. Launch and complete

Work through the course at your own pace.

4. Download your certificate

Your certificate of completion is ready straight away.

Health and Safety

- Online Manual Handling (Theory Only)
- Online Fire Safety Awareness
- Online Fire Warden Training
- Online Fire Safety for Healthcare
- Online First Aid Essentials
- Online Sports First Aid Essentials
- Online Risk Assessment Training
- Online Food Safety Level 1 and 2
- Online Health and Safety Induction
- Online Lone Working Essentials
- Online Lab Safety
- Online Chemical Safety Awareness
- Online Electrical Safety Awareness
- Online Display Screen Equipment Awareness
- Online Health and Safety Awareness
- Online Noise at Work Awareness
- Online People Moving and Handling (Theory Only)
- Online Slips and Trips

Equipment Safety

- Online Working at Height Awareness
- Online Abrasive Wheels Awareness
- Online Lock Out Tag Out
- Online Hand and Arm Vibration Awareness
- Online Personal Protective Equipment Awareness

IOSH Courses

- IOSH Managing Safely
- IOSH Managing Safely in Construction
- IOSH Managing Safely Refresher
- IOSH Safety for Executives and Directors
- IOSH Working Safely

Data, Security and Compliance

- Online GDPR Awareness (General Data Protection Regulation)
- Online Cyber Security Awareness
- Online Phishing Awareness
- Online Anti-Money Laundering Awareness
- Online Understanding AI (Artificial Intelligence)
- Online Fraud Prevention Awareness

HR, People and Wellbeing

- Online Respect in the Workplace
- Online Equality and Diversity Awareness
- Online Unconscious Bias Awareness
- Online Gender and Sexuality Awareness
- Online Pregnant Worker Awareness
- Online Conflict Resolution
- Online Communication Skills
- Online Business Communication
- Online Providing Great Customer Service
- Online Time Management
- Online Working from Home Essentials
- Online Building Resilience
- Online Stress Awareness
- Online Mindfulness
- Online Mental Health in the Workplace
- Online Mental Health First Aid Awareness
- Online Environmental and Sustainability Awareness
- Online Bullying and Harassment

Driver Training

- Online Driver Safety Awareness
- Online HGV Driver Safety Awareness
- Online Winter Driving Awareness
- Online Driver Risk Assessments

WORKING WITH US

Why choose the CPL Institute?

Tailored solutions

Every organisation is different. We work closely with you to build training around your goals and challenges.

Experienced trainers

Our trainers bring real industry knowledge, so learning is practical and easy to apply at work.

Quality assured

Our programmes meet the standards of QQI, PHECC, IHF and IOSH and are backed by our ISO 9001:2015 quality management system.

Flexible delivery

Public, in-company, live online or eLearning: we fit training around your people and your operations.



Get in touch...

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See upcoming public course dates and book online at [cplinstitute.com/upcoming-courses](https://www.cplinstitute.com/upcoming-courses)

Key terms used in this brochure

AED	Automated External Defibrillator	AI	Artificial Intelligence
CPC	Certificate of Professional Competence	CPR	Cardiopulmonary Resuscitation
DSE	Display Screen Equipment	GDPR	General Data Protection Regulation
HACCP	Hazard Analysis and Critical Control Point	IOSH	Institution of Occupational Safety and Health
ISO	International Organisation for Standardisation	MEWP	Mobile Elevating Work Platform
PHECC	Pre-Hospital Emergency Care Council	PMAV	Prevention and Management of Aggression and Violence
QQI	Quality and Qualifications Ireland	UCD	University College Dublin
F/T	Full time	P/T	Part time



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