

Early Years Inspectorate eLearning



	Course Title (and link)	Description
1.	<u>New Registrations for Early Years Services – Pre-school and School Age Services</u>	<p>This course is designed to guide people who wish to register an early years service through the process of submitting the required information. The course covers;</p> <ul style="list-style-type: none"> • Documentation and information needed for new registrations • Logging onto the Tusla portal 'Fit for Purpose' Inspections • Step by Step through the online registration • Common issues that could delay registration • Useful resources
2.	<u>Change in Circumstance</u>	<p>This course is designed to guide providers who wish to apply for a change in circumstance to their registration. The course covers;</p> <ul style="list-style-type: none"> • Legislation and Timeframes • Change In Circumstance Categories • Fit for Purpose' Inspections • Common Issues that Can Impact Applications
3.	<u>Registration Renewal – Making a submission on the Tusla Portal</u>	<p>This course is designed to guide providers of all services registration through the process of completing the three-yearly renewal of registration. The course covers;</p> <ul style="list-style-type: none"> • Documentation needed for registration renewal • Logging onto the Tusla portal • A step-by-step guide through the portal Frequently asked Questions
4.	<u>Feedback and Concerns eLearning programme</u>	<p>This course is for anyone who wants to know how to submit feedback or concerns relating to any early years service. The course covers;</p> <ul style="list-style-type: none"> • The difference between feedback and concerns • How the inspectorate manages and processes feedback • How the inspectorate manages and processes concerns • How Registered Providers can prepare, manage and respond if concerns about their service are submitted to the Early Years Inspectorate • Information on the development of a complaints policy and procedure for the Early Years setting
5.	<u>Corrective and Preventive Action</u>	<p>This course is for providers who need to know how to complete the Corrective and Preventive Action (CAPA) process. The course covers;</p> <ul style="list-style-type: none"> • Developing understanding of what Corrective and Preventive Actions are • Develop a response to a noncompliance using Corrective And Preventative Action (CAPA) process. • Clarity regarding Disputed Findings and Factual Accuracy
6.	<u>Quality and Regulatory Framework</u>	<p>This is a comprehensive programme which covers all aspects of the Quality and Regulatory Framework. You can find out more and access the programme on our dedicated Quality and Regulatory Framework page</p>