

## Corporate Induction - Programme Timetable

**For Clinical Staff:** Please await confirmation for **Manual Handling** and **ABLS/PBLS** (Resuscitation) training dates and times. **This will be sent via e-mail the week before your start date.** Please check both your main and spam inboxes.

Programme A - B 1 Day Induction	
Monday	<b>Offsite – From Home</b> Login to <b>MS Teams</b> for your mandatory Corporate Induction Teams Meeting, at <b>9:45am</b> to start at <b>10:00am</b> .  <b>After Teams Meeting:</b> Start the completion of your <b>LEAP e-Learning Modules</b> after your meeting.
Tuesday	<b>Onsite</b> Join your new team. <b>Please discuss details with your Line Manager</b>

Programme D - P - PA 2-Days Induction	
Monday	<b>Offsite – From Home</b> Login to <b>MS Teams</b> for your mandatory Corporate Induction Teams Meeting, at <b>9:45am</b> to start at <b>10:00am</b> .  <b>After Teams Meeting:</b> Start the completion of your <b>LEAP e-Learning Modules</b> after your meeting.
Tuesday	<b>Onsite (Programme D only)</b> Attend <b>Basic Life Support (ABLS/PBLS)</b> Training onsite at <b>Jennie Lee House</b> , at the time allocated to you.  <b>Location:</b> Ground Floor Jennie Lee House, 34 Love Walk Camberwell, London, SE5 8AD  <b>Offsite (Programme P – PA)</b> Continue to complete your <b>LEAP e-Learning Modules</b> on the alternate day <b>offsite</b> .

<b>Wednesday</b>	<b>Onsite</b> Join your new team. <b>Please discuss details with your Line Manager</b>
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<b>Programme C – C1 – NA – ND – NP – M</b> <b>3-Days Induction</b>	
<b>Monday</b>	<b>Offsite – From Home</b> Login to <b>MS Teams</b> for your mandatory Corporate Induction Teams Meeting, at <b>9:45am</b> to start at <b>10:00am</b> .  <b>After Teams Meeting:</b> Start the completion of your <b>LEAP e-Learning Modules</b> after your meeting.
<b>Tuesday &amp; Wednesday</b>	<b>Offsite &amp; Onsite</b> Attend <b>Manual Handling (MH)</b> & <b>Basic Life Support (ABLS/PBLS)</b> Training onsite at <b>Jennie Lee House</b> , on the date allocated to you.  <b>Location:</b> Ground Floor Jennie Lee House, 34 Love Walk Camberwell, London, SE5 8AD  Continue to complete your <b>LEAP e-Learning Modules</b> on the alternate day offsite.
<b>Thursday</b>	<b>Onsite</b> Join your new team. <b>Please discuss details with your Line Manager</b>
<b>Programme HA3 – HP3 – HA2 – HP2</b> <b>3 Days Induction</b>	
<b>Monday</b>	<b>Offsite – From Home</b> Login to <b>MS Teams</b> for your mandatory Corporate Induction Teams Meeting, at <b>9:45am</b> to start at <b>10:00am</b> .  <b>After Teams Meeting:</b> Start the completion of your <b>LEAP e-Learning Modules</b> after your meeting.
<b>Tuesday</b>	<b>Onsite</b> Attend <b>Manual Handling (MH)</b> & <b>Basic Life Support (ABLS/PBLS)</b> Training onsite at <b>Jennie Lee House</b> , at the time allocated to you.  <b>Location:</b> Ground Floor Jennie Lee House, 34 Love Walk Camberwell, London, SE5 8AD

<b>Wednesday</b>	<p><b>Onsite Joint HCA band 2&amp;3 Induction Training - 09:00 – 17:00</b></p> <p><b>Location:</b> Unit 4 KCH Business Park, 129 Coldharbour Lane, Denmark Hill, London, SE5 9NY</p> <p>Daily schedule will be sent directly from the <b>HCA Team</b>.</p>
<b>Thursday</b>	<p><b>Onsite</b></p> <p>Join your new team.</p> <p><b>Please discuss details with your Line Manager</b></p>
	<p><b><u>Future HCA dates will be sent from the Kings Welcome Team</u></b></p>