

**BARS** BRITISH  
ASSOCIATION  
OF  
RETINAL  
SCREENING

# Administration Certificate

Zoe Tobin – BARS secretary

# Background

- City and Guilds in Diabetic Retinopathy Screening was retired
- Administration staff units 1, 2 and 9
- 2017 – BARS discussed training needs
- No recognised education package for administration staff within DES

## Education Team Established

- The “competencies for staff undertaking administrative roles within the NHS Diabetic Eye Screening Programme” criteria would be followed.
- All Failsafe & Administration staff will have the opportunity to undertake and complete a “BARS Administration Certificate”.
- The course is free of charge and the hope is that Programmes will use this qualification as a tool for staff development as well as helping staff to gain confidence in their role.

## BARS education team

- Karen Whitehouse
- Phil Gardner
- Dr Andrew Brown
- Professor Tunde Peto
- Zoe Tobin
- Iveta Olejkova
- Grant Duncan
- Charlotte Wallis

By the end of the course the candidate will understand:

- The Principles of Screening
- Information Governance, Informed choices & Consent
- Impact of Screening
- Quality Assurance
- Understanding Diabetes
- Administration & Patient Management Systems in DESP
- Exclusions & Suspensions
- Communication

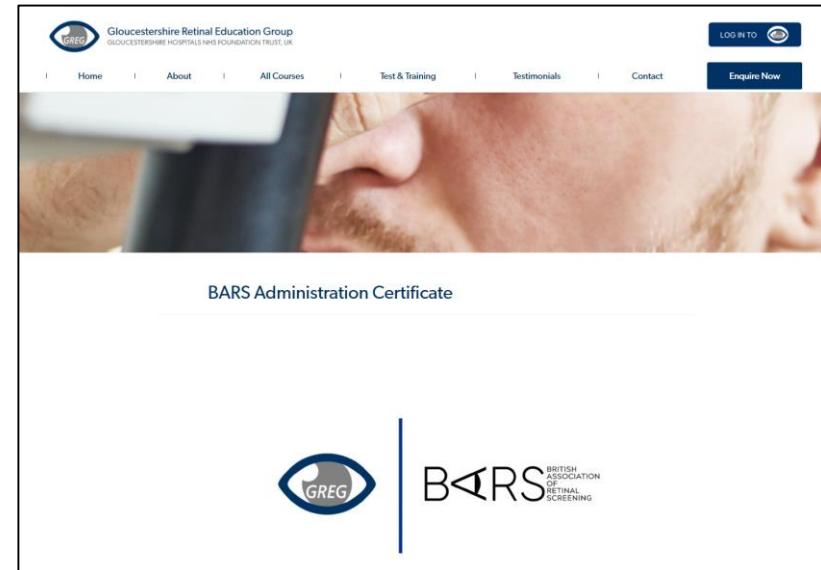
## FEEDBACK

- I loved the fact that we could learn new medical stuff and interact on that basis
- The way it was presented was good, and had useful and helpful information
- I very much enjoyed the quiz and speed test
- Gave me more clarity on pathways
- It makes me think about the answers I would give and to keep it clear and short. And not to forget work colleagues.

## A huge thank you

The Gloucester Retinal Education Group team for putting together and hosting the BARS Administration certificate

- Claire Waite
- Paul Dimmock
- Bryony Ellsmore
- Peter Scanlon



You can find the course here:

<https://www.gregcourses.com/bars-administration-certificate>