

Staff Training Matrix Toolkit

A limited sample of the purpose, review prompts and working tracker in the editable resource.

Purpose

Map role-based learning requirements, due dates, competence checks and follow-up actions.

Suggested review prompts

Induction; Safeguarding; Medication; Moving and handling; Role-specific competence.

Working tracker - selected blank rows

Worker / role	Learning requirement	Completed	Expires / refresh	Competence check	Action

Limited excerpt from the paid resource. Some content and rows are omitted; this is not the complete editable toolkit.

Source: Staff Training Matrix Toolkit (editable DOCX).

View the product and current details at lookingglasscare.co.uk.