

## MECC eLearning

### Introduction

- The fundamental idea underpinning the Making Every Contact Count (MECC) approach is simple. It recognises that staff across health and care, local authority, voluntary sectors and other partner workforces have thousands of contacts every day with individuals and are ideally placed to support and promote health and wellbeing.
- MECC is for everyone, it is not restricted to one person, job role, profession or organisation.
- The MECC e-learning will contribute to individuals developing the competence and confidence to have brief conversations and help encourage others to change their behaviour, directing them to local services that can support them when appropriate.
- Wellbeing Champions are required to undertake MECC e learning. Please click on the following link to complete:

[www.e-lfh.org.uk/programmes/making-every-contact-count/](http://www.e-lfh.org.uk/programmes/making-every-contact-count/)

Please note that we will require evidence that you have completed the MECC eLearning, as it forms an important part of your Wellbeing Champion training.

You can do this in one of two ways:-

#### **1.Registration (certificate)**

The registration process will vary for NHS and non-NHS workforces.

All users will be asked for details of organisation and work role. If you are a non-NHS user, please note your organisation name and/or role description may not be listed – please select the closest or best match you can.

The ELFH site is designed primarily for use by NHS organisations and workforces but is freely available to anyone to use including non-NHS workforces.

There is additional guidance on how to register for an ELFH account available if needed, which includes specific video demonstration for NHS users and non-NHS users: <https://support.e-lfh.org.uk/get-started/registration/>

Once you have finished the process to register for an account, you can use the search bar near the top of each page to type in Making Every Contact Count or MECC and find the MECC programme. Click on the course name to proceed. By registering when prompted, you will receive a certificate following completion. Once you have completed your sessions, please click in the 'My Activity' tab and click 'certificates' from the drop-down choices.

## **2. Taking a screenshot**

You can take a screenshot of the home page of the completed session showing a full set of green ticks. Please take this screenshot before closing any individual session window - once you close an individual session window you cannot return to your previous progress.

You can save your screenshot into a word document or e-mail – see information below, if you need further guidance on this.

### **How to take and save a screenshot**

When you can see on your screen the web page/view required, press and hold the 'Ctrl' and 'PrtSc' keys on your keyboard at the same time.

(NB - on laptop keyboards the 'PrtSc' button may be to one side of the space bar and not at the top of the keyboard)

Depending on your preference, either open a new email or a new word document, and then right click with your mouse into the body of that email or document and click 'paste'. The image should then appear.

You can then send the e-mail with the image(s) in it or save the word document and include it as an attachment to an e-mail to [livewell.training@nhs.net](mailto:livewell.training@nhs.net)