



Education and Workforce Network meeting

10 March 2020

Topic: Education Network Zoom Meeting

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Amber on 020 7520 8200





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Agenda Co- chaired by Anita Hayes and Maaïke Vandeweghe

| Time | Item |
|---------------|--|
| 10.15 – 10.30 | Join the zoom meeting |
| 10.30 – 10.35 | Welcome - Anita |
| 10.35 – 11.05 | Lesley Young , <i>Lesley Young, Programme Manager, Nursing and Midwifery Workforce Clinical Advisory Team (North)</i> , Health Education England will talk about Apprenticeships and the Nurse Associate role |
| 11.05 – 11.20 | Fiona Carter , <i>Learning and Development Facilitator, Wirral Hospice St John's</i> will talk about her experience and learning with Apprenticeships and developing new roles |
| 11.20 – 11.35 | Jane Berg , Deputy Director Skills, Knowledge & Research, <i>Princess Alice Hospice</i> will talk about their experience with developing Assistant Practitioner roles |
| 11.35 – 11.55 | Discussion time |
| 11.55 – 12pm | Close - Anita |

Welcome



Apprenticeships and developing your staff – all you need to know

- Hear about how to get started
- What preparations are important to consider?
- How can you develop your relationships with HEI providers
- Where can you find help and support in your locality ?
- What does the funding cover and what else is available to help support you in implementing in practice?
- Hear about Trainee Nursing Associate and Nursing associates in Hospices
- Hear about training assistant practitioners
- Opportunity for discussion and Q&A



Introducing the Nurse Associate role

Lesley Young, Programme Manager, Nursing and Midwifery Workforce Clinical Advisory Team (North), Health Education England

Introducing the Nursing Associate



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The Nursing Associate Role

The Nursing Associate Role

Shape of Caring Review 2015 recommended a bridging role between Health Care Support Workers & Registered Nurses

Health Education England funded a national pilot of 2,000 Nursing Associates across 35 test sites in England starting in January 2017

National evaluation of the pilot has been undertaken and is now available

.

Stand-alone role and progression

- Nursing Associates are a new registered member of the nursing team in England. This role is designed to help bridge the gap between health and care assistants and registered nurses
- Nursing Associates are a stand-alone role that will also provide a progression route into graduate level nursing

<https://www.nmc.org.uk/standards/nursing-associates/what-is-a-nursing-associate/> (accessed 10Feb2020)

The Nursing Associate Role

First Nursing Associates qualified and joined the NMC register on 28th January 2019.

‘Nursing Associate’ is a protected title in law, alongside that of **‘Registered Nurse’** – ensuring only those with the appropriate qualifications are able to use them

Nursing Associates are trained to work independently under the direct & indirect supervision of the Registered Nurse

The Nursing Associate Role

Nursing Associates

- Work to the NMC code of conduct, alongside Registered Nurses & Midwives
- Are equipped with the knowledge, skills & behaviours to enable them to support the delivery of nursing care across a wide range of health & care settings.
- Develop an understanding of pharmacology within medicines management & can administer medicines, in compliance with local employer policies.

The Nursing Associate Role

Nursing Associates

- Work within all aspects of the nursing process, providing high-quality holistic and person-centred care to individuals.
- Support the Registered Nurse in the assessment, planning & evaluation of care. The Registered Nurse retains responsibility as the primary care assessor, planner and evaluator



Standards of proficiency for nursing associates

Published 10 October 2018

Comparison with Nurse Proficiencies

Nursing associate

6 platforms

Be an accountable professional

Promoting health and preventing ill health

Provide and **monitor** care

Working in teams

Improving safety and quality of care

Contributing to integrated care

Registered nurse

7 platforms

Be an accountable professional

Promoting health and preventing ill health

Provide and **evaluate** care

Leading and managing nursing care
and working in teams

Improving safety and quality of care

Coordinating care

Assessing needs and planning care

Nursing Associate Programme

Nursing Associate Programme

- Delivered as a 2-year apprenticeship programme
- Foundation Degree Level 5
- **Evidence** of Math's & English qualifications is essential as a minimum
- To undertake 2300 practice learning hours, split 50/50 in learning & practice, including alternative placement hours & protected learning time
- Alternative placements across all care delivery settings, for example at home, near home and in hospital

Nursing Associate Programme

- Exposure & experience across all fields of nursing - Adult, Child, Mental Health & Learning Disabilities & across the lifespan - preconception to Death
- Assessor (NMC Registrant) & Supervisors (Registered Health Care Professionals) to support them throughout the training and Prepare the TNA to enter a profession that is regulated by the NMC

Nursing Associate Information

- Local Partnership Groups
- Funding available from HEE to support each Trainee Nursing Associate
- Employer/employee commitment
- Placements
- For new partners NMC Modification forms are required [Link](#)
- Self funded programmes are also available in some areas

Funding available to support TNAs & Employers confirmed for all starters up to end of March 2020

There are two funding streams with an enhanced offer to support trainees that spend at least 50% of the programme in a Learning Disabilities setting

- **Standard funding offer – total of £7,200**

The present funding per Trainee Nursing Associate is £3,200, paid in installments; this is to support the trainee e.g. travel expenses, uniforms, IT equipment. In addition, there is a one-off payment of £4,000, this is to support nursing workforce development more broadly and is paid with the first payment. There is an anticipation that it will help to prepare the workforce for the deployment of nursing associates.

Funding available to support TNAs & Employers confirmed for all starters up to end of March 2020

Enhanced Learning Disabilities offer - £7,900 per annum

For those trainees who can evidence that they spend 50% of their time, while on programme, in a Learning Disabilities setting the total package of funding is £7,900 per annum and can be used to support the release of staff.

This offer is further extended to those who commit to go on to immediately undertake the RNLD programme following the completion of the TNA

Funding available to support TNAs & Employers confirmed for all starters up to end of March 2020

- **Expectations from HEE**

The funding supports the implementation and development of the Nursing Associate role; HEE require interaction with TNA employers in relation to data returns and quality assurance of the programme.

- **Apprenticeship Levy**

This should be accessed to fund course fees (£15,000), where apprentice levy is not paid by the employer, and all non-levy places at the HEI have been utilised, it will be necessary to arrange a levy transfer via the HEE apprenticeship team.

The funds are paid in installments directly to the employer

Nursing Associates in Practice



Workforce planning and deployment of nursing associates

When you are introducing nursing associates, effective workforce planning can help you:

- strengthen your organisation's understanding of current and future demand for services
- understand how the nursing associate role can support with meeting this demand
- define how the role will fit within the multidisciplinary team

Why employ a nursing associate?

- Improve service delivery and patient care
- Enable Registered Nurses to undertake more advanced roles
- Improve staff retention through career progression
- ‘Grow your own’ nursing workforce
- NMC accredited programme



Improve service delivery and patient care



- Improved patient communication
- More patient-centred care and patient advocacy
- Identifying and escalating patients with deteriorating health
- Displaying leadership qualities
- Exchanging skills, knowledge and good practice across settings

Apprenticeships



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Back to Basics

What is an Apprenticeship ?

- Apprenticeships are **employer-led work-based learning programmes** in a vocational or **professional occupational area**
- Apprenticeships are approved routes through work-based learning and development that **lead to a great variety of occupational job roles at a wide range of levels**
- They are funded by the **Apprenticeship Levy** paid by employers OR SME's pay through **co-investment**
- Employers can then use the Levy to pay for staff to undertake a programme of learning and development covering fees.

The Levy



Wage bill **over**
£3million?

- You will pay a levy of 0.5% on all wages over £3m
- The money will be placed into a digital account
- 100% of course fees are paid from your digital account.

Wage Bill **under**
£3million with **more**
than 50 employees?

- You don't pay apprenticeship levy
- 90% of apprenticeship course fees are paid by the government, you pay the remaining 10%

Wage Bill **under**
£3million with **less**
than 50 employees?

- You don't pay apprenticeship levy
- 100% of apprenticeship course fees are paid by the government for apprentices aged 16-18
- 90% of apprenticeship course fees are paid by the government, you pay the remaining 10% for apprentices aged 18+

Apprenticeships



Health Education England

| Apprenticeship | Level |
|---|-------|
| Healthcare Support Worker | 2 |
| Senior Healthcare Support Worker (6 pathways) | 3 |
| Healthcare Assistant Practitioner | 5 |
| Nursing Associate | 5 |
| Registered Nurse | 6 |
| Advanced Clinical Practitioner | 7 |
| Team Leader/Supervisor | 3 |
| Departmental Manager | 5 |
| Chartered Manager (Degree) | 6 |
| Senior Leader | 7 |

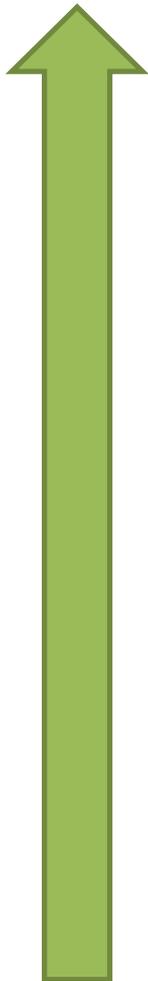
Apprenticeships in Primary Care Information Pack:

<https://haso.skillsforhealth.org.uk/wp-content/uploads/2019/01/2019.01.04-Apprenticeships-in-Primary-Care-v4.pdf>

Development Pathways

Can we create a career pathway?





Registered Nurse – Degree (NMC 2010)

LEVEL 6

Nursing Associate

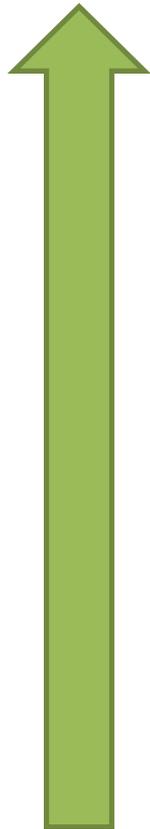
LEVEL 5

Senior Healthcare Support Worker

LEVEL 3

Healthcare Support Worker

LEVEL 2



Senior Leader (Degree)

LEVEL 7

Operations / Departmental Manager

LEVEL 5

Registered Nurse – Degree (NMC 2010)

LEVEL 6

'HASO'

Healthcare Apprenticeship Standards Online NHS Apprenticeship Implementation Toolkits



Search for standards

Health sector employers in England use a wide range of apprenticeships to train staff in clinical and non-clinical roles. Here you can:

- Search for and download standards that are approved for delivery and ready to use
- Keep up to date with which standards and assessment plans are still in development
- See what is being considered for development or where expressions of interest have been submitted
- Suggest new standards
- Read about standards which have not progressed
- Respond to consultations
- Check the status and last start dates of healthcare frameworks
- Discover additional resources and blog posts

FIND A STANDARD

Occupation/Keyword
Any Level

SEARCH

28 Approved For De...

Apprenticeship Standards

Healthcare Apprenticeship Standards Online lets you see standards at different stages. From 'Being Explored' to 'In Development' to 'Approved for Delivery' or 'Closed'. Once the standard is in development and assessment documents are available you can download them directly from here.

If you can't see the standard you are looking for please use the "suggest" button to tell us there may be a gap.

Occupation/Keyword

Approved For Delivery

Level 6

Level 5

Level 4

Level 3

Level 2

Approved For Development

Level 7

Level 6

Level 5

Level 4

SEARCH

SUGGESTIONS

Spotlight a gap? Click the button below if you want to suggest a new standard for development.

SUGGEST

Search

Use the search box to look for standards. You can search either by keyword or by level, or both. You can search for a single word or particular phrase eg "healthcare support worker". You can reset your current search by clicking on the "Reset" button on the right.

Results for 'nursing'

| Title | Stage | Count | Yes/No |
|-----------------------------------|--------------------------|-------|--------|
| Nursing Associate | Approved For Development | 6 | Yes |
| Registered Nurse (Degree) | Approved For Delivery | 3 | Yes |
| Senior Healthcare Support Worker | Approved For Delivery | 2 | N/A |
| Healthcare Support Worker | Approved For Delivery | 0 | |
| Community and Public Health Nurse | Being Explored | 0 | |

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Considerations for the NA Role

1. How can the Nursing Associate role fit into your team?
2. What do you see as being the Challenges, Barriers and solutions?
3. What do you see as being the Opportunities & Benefits?
4. What are the risks of not engaging?
5. How can we promote the role?

TNA

'I now have more knowledge and insight into long term conditions & know the signs of patients who are unwell'

Mentor

'She is making more advanced decisions...she has developed more knowledge and insight into what & why she is doing certain things; that comes across in our meetings/portfolio development.'

TNA

'This was my 50th Birthday present to myself. I have been HCA for years & knew I could take on some Nursing duties but there was never the opportunity. I wanted to prove to myself I could do this '



Health Education England

Manager

'Anyone keen to pursue a Career in Nursing, The TNA Programme gives this opportunity whilst retaining employment with the practice'

TNA

'I feel I have changed a lot since starting the course. I feel more confident when dealing with patients & feel the patient has confidence in me'

Mentor

'In general practice the role definitely fits into a treatment nurse role. Although already doing a lot of the role she now has the knowledge to understand the why'

Manager

'She has become extremely confident in her abilities & her approach to patient care, she is now able to carry out additional duties beyond her HCA role & is a highly valued member of the nursing team.'

TNA aged 48

'Realised this is what I should have been doing all my life, I just didn't know' 'Want to do more as I know I can now'

Manager

'The GP's are happy that she is developing at speed & are confident in her abilities. They also like that she is experiencing other areas of the NHS, including secondary care, community services & care closer to home.'



Health Education England

Mentor

'My feelings about the course is that students would be better having more placement away from their place of work than they currently do. It needs to be more structured with set times in areas such as mental health, learning disabilities, paediatrics, district nursing.'

TNA

'I feel like we are, what you could call treatment room nurses & can deal with all the dressings, ears, etc & the nurses can now do the more complex things'

Manager

'We would have still supported the role without funding, cannot underestimate the importance of growing our own; saw it as short term pain for long time gain'

‘You can see them bursting out of their bubble’

HEI Programme Lead discussing the evolution from Health Care Assistant to Nursing Associate



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(support with sourcing Levy transfers - North)

Talent for Care Relationship Managers (Apprenticeships) by region.

- Fay Lane – North East and Yorkshire: Fay.Lane@hee.nhs.uk
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A whistle stop tour of Apprenticeships

Fiona Carter, Learning and Development Facilitator,
Wirral Hospice St John's



A whistle stop tour of Apprenticeships

General Apprenticeship Facts



- 2 types of apprenticeship
 - Standards
 - Framework
- If you are a Levy payer (wage bill in excess of £3million pounds) you can draw monies down from your pot to pay for the training; if you are a non Levy payer, can apply for a transfer of Levy from another company, perhaps a local hospital. This is managed via an online account called Apprenticeship Service
- Providers have Direct Grant Status also with ESFA, if you decide to go down this route, you would need to pay a 5% contribution towards training costs

Frameworks and Standards

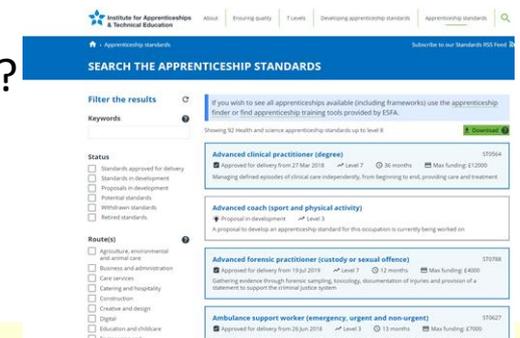


- Frameworks (consisting of QCF and Functional Skills) are being switched off (these cannot be funded through the Levy)
- Standards do not necessarily contain a formal qualification, they consist of a set of standards and an End Point Assessment (EPA)
- The EPA will have had no contact with the apprentice until they have completed the standards and have entered the Gateway prior to EPA
- 20% of funding is held back to pay for the EPA, for example, L5 Trainee Nurse Associate has a maximum funding cap on £15 thousand pounds, £3 thousand pounds will go to pay the EPA provider

Finding a Provider



- Once you have decided the correct apprenticeship route you can find providers using the Institute for Apprenticeship Standards
- Check certain things before choosing the provider:
 - Their Ofsted report
 - Testimonials from other employers; you may wish to speak with them?
 - Their financial stability
 - Delivery, are they flexible enough to meet your needs
 - How will they feedback the progress of your apprentice?



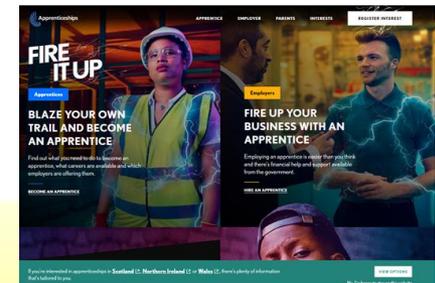
Recruiting an apprentice



You need to decide what rate of pay you can offer, the national rates are:

Under 18 £4.35 PH, 18-20 £6.15 PH, 21+ £7.70

- Ensure you have funding agreed prior to recruitment for the training cost
- You can ask your selected provider to recruit for you
- Advertise it on the National Apprenticeship Service
- Advertise on your own website
- Interview and complete background checks as you would for any member of staff, just be clear with the applicants that it is an apprenticeship and what it entails



Development Pathway examples:



Facilities Manager



Nurse



Commitments and Responsibilities



- They must be given at least 20% off the job time for their apprenticeship training (Employer)
- Manage funding via the Apprenticeship Service Account (Employer)
- Complete an Apprenticeship Agreement and Commitment Statement (Employer, Provider and Apprentice)
- Participate in regular tripartite reviews (Employer, Provider and Apprentice)
- Commitment to complete all training on time and attend any classes (Apprentice)

Succession planning and retaining



- With over 530 Apprenticeship Standards available up to Level 8, the opportunity to recruit and grow your own talent is virtually endless.
- You apprentice's reward will be the opportunity to grow and progress up the career ladder

Any questions?



Developing the Assistant Practitioner Role

Jane Berg, Deputy Director Skills, Knowledge & Research, Princess Alice Hospice

Any questions?



Useful resources

- Education Network web page -
<https://www.hospiceuk.org/what-we-offer/workforce-and-hr-support/developing-the-hospice-workforce/education-network>
- HEE - Apprenticeships -
<https://www.hee.nhs.uk/our-work/apprenticeships>
- HEE - Nursing Associates -
<https://www.hee.nhs.uk/our-work/nursing-associates>
- St Christopher's Information Hub:
<https://www.informationhub.org.uk/> (last updated January 2019).

Useful resources continued

- A study on the impact of Assistant Practitioner roles (NHS – direct document link):
<http://www.ewin.nhs.uk/sites/default/files/Impact%20of%20the%20Assistant%20Practitioner%20Role%20at%20%20St%20John%27s%20Hospice.pdf>
- Employer case studies:
<https://www.hee.nhs.uk/our-work/nursing-associates/employer-case-studies>

Future meetings

➤ 12 May:

<https://supporter.hospiceuk.org/public/event/eventBooking.aspx?id=EVT00975>

➤ 14 July:

<https://supporter.hospiceuk.org/public/event/eventBooking.aspx?id=EVT00976>

➤ 8 September:

<https://supporter.hospiceuk.org/public/event/eventBooking.aspx?id=EVT00977>

➤ 10 November:

<https://supporter.hospiceuk.org/public/event/eventBooking.aspx?id=EVT00978>



Expanding the network

If you have colleagues who would like to join this network please encourage them to do so by registering using the link below:

<https://www.hospiceuk.org/contact-us/networks-communities/education-network?n=Education Network>