Topic: Education Network Zoom Meeting

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www.hospiceuk.org Technical difficulties on the day? Please call Amber on 020 7520 8200
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If you are not willing for your data to be used in this way, please leave the session at this point.
# Agenda Co-chaired by Anita Hayes and Maaike Vandeweghe

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

Developing people for health and healthcare

www.hee.nhs.uk
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

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

<table>
<thead>
<tr>
<th>Nursing associate</th>
<th>Registered nurse</th>
</tr>
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<tbody>
<tr>
<td><strong>6 platforms</strong></td>
<td><strong>7 platforms</strong></td>
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<tr>
<td>Be an accountable professional</td>
<td>Be an accountable professional</td>
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<tr>
<td>Promoting health and preventing ill health</td>
<td>Promoting health and preventing ill health</td>
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<tr>
<td>Provide and <strong>monitor</strong> care</td>
<td>Provide and <strong>evaluate</strong> care</td>
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<tr>
<td>Working in teams</td>
<td><strong>Leading and managing nursing care</strong> and working in teams</td>
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<tr>
<td>Improving safety and quality of care</td>
<td>Improving safety and quality of care</td>
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<tr>
<td><strong>Contributing to</strong> integrated care</td>
<td><strong>Coordinating</strong> care</td>
</tr>
<tr>
<td></td>
<td>Assessing needs and planning care</td>
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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
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
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

**Health Education England**

<table>
<thead>
<tr>
<th>Wage Bill over £3 million?</th>
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<tbody>
<tr>
<td>• You will pay a levy of 0.5% on all wages over £3m</td>
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<tr>
<td>• The money will be placed into a digital account</td>
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<tr>
<td>• 100% of course fees are paid from your digital account.</td>
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<table>
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<th>Wage Bill under £3 million with more than 50 employees?</th>
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<tr>
<td>• You don’t pay apprenticeship levy</td>
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<td>• 90% of apprenticeship course fees are paid by the government, you pay the remaining 10%</td>
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<table>
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<tr>
<th>Wage Bill under £3 million with less than 50 employees?</th>
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<tbody>
<tr>
<td>• You don’t pay apprenticeship levy</td>
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<tr>
<td>• 100% of apprenticeship course fees are paid by the government for apprentices aged 16-18</td>
</tr>
<tr>
<td>• 90% of apprenticeship course fees are paid by the government, you pay the remaining 10% for apprentices aged 18+</td>
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# Apprenticeships

**Apprenticeships in Primary Care Information Pack:**


<table>
<thead>
<tr>
<th>Apprenticeship</th>
<th>Level</th>
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<tbody>
<tr>
<td>Healthcare Support Worker</td>
<td>2</td>
</tr>
<tr>
<td>Senior Healthcare Support Worker (6 pathways)</td>
<td>3</td>
</tr>
<tr>
<td>Healthcare Assistant Practitioner</td>
<td>5</td>
</tr>
<tr>
<td>Nursing Associate</td>
<td>5</td>
</tr>
<tr>
<td>Registered Nurse</td>
<td>6</td>
</tr>
<tr>
<td>Advanced Clinical Practitioner</td>
<td>7</td>
</tr>
<tr>
<td>Team Leader/Supervisor</td>
<td>3</td>
</tr>
<tr>
<td>Departmental Manager</td>
<td>5</td>
</tr>
<tr>
<td>Chartered Manager (Degree)</td>
<td>6</td>
</tr>
<tr>
<td>Senior Leader</td>
<td>7</td>
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</table>
Can we create a career pathway?

- 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
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?
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

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

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’

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.’

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
Contact Details

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Gemma Hall, Apprenticeship Relationship Manager – HEE NW
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Rachel Chalk, Apprenticeship Development Manager – Primary & Community Care 07827281933  Rachel.chalk@hee.nhs.uk
(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
- Gemma Hall – North West: Gemma.Hall@hee.nhs.uk
- Jenny Stone – London: jennifer.stone@hee.nhs.uk
- James Orpin Wright – South West: james.orpin-wright@hee.nhs.uk
- Liz Sahu – Midlands: Liz.Sahu@hee.nhs.uk
- Elaine Lancaster – South West: Elaine.Lancaster@hee.nhs.uk
- Rob Brooks – East of England: rob.brooks@hee.nhs.uk
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 £3 million 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 the 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:
- Facilities Traineeship
- L2 Facilities Service Operative
- L3 Facilities Management Supervisor
- L4 Facilities Manager

Nurse:
- L2 Health and Social Care
- L3 Health and Social Care
- L5 Trainee Nurse Associate
- L6 Registered Nurse Degree
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


• 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%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:  

- 8 September:  
  https://supporter.hospiceuk.org/public/event/eventBooking.aspx?id=EVT00977

- 10 November:  
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