

Mental Health Transformation Theme Apprenticeships Newsletter

No.5, 6th Jan 2016

Priority Area

Please read, distribute and action...

Funding Opportunities – Act Now!

Not necessarily directly apprenticeship related...

Transformation fund call to bid – [please click here for further information](#)

To support the implementation of the Five Year Forward View vision of better health, better patient care and improved NHS efficiency, NHS England has created a transformation fund. This funding will enable local areas to deliver on key ambitions identified by the independent cancer and mental health taskforces. Additionally NHSE will continue to build on the Transforming Care priority for those with learning disabilities and kick start, at scale, revolutions for diabetes treatment and prevention.

The interventions for which transformation funding are available are (MH and LD related are highlighted):

1. Improving access to psychological therapies (Integrated IAPT)
2. Urgent & Emergency Mental Health Liaison Services for Adults and Older Adults
3. Early diagnosis for people with cancer
4. Cancer recovery package
5. Cancer stratified follow up pathways
6. Improving uptake of structured education for people with diabetes
7. Improving the achievement of the NICE recommended treatment targets
8. New or expanded multi-disciplinary footcare teams (MDFTs)
9. New or expanded diabetes inpatient specialist nursing services (DISNs)
10. Reducing reliance on specialist inpatient care for people with learning disabilities
11. Reduction in children with learning disabilities placed away from their home and local community

Children and Young People Mental Health Education and Training Fund – Vulnerable Groups

The Invitation to Tender application for the 2017/18 CYP Mental Health Education & Training Fund - Vulnerable Groups is currently live on contracts finder and can be accessed via:

<https://www.contractsfinder.service.gov.uk/Notice/d8f8b8e3-a414-4e72-9442-163d334ede8d>

Invitation to Tender application opened from **Monday 19 December 2016 to Monday 23 January 2017 @ 12noon**. We encourage interested bidders to submit their application on/before the stated closing date.

Please disseminate this information to your wider networks and any provider that might be interested in participating in this procurement exercise. Visit the FAQ page via <http://bit.ly/cypmhfund> for regular updates and additional useful information regarding this exercise. Please note all queries regarding this exercise should be made via the application portal as HEE is unable to directly respond to any query during this Tender exercise. Please disseminate to your networks within and outside your organisation.

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Consultation on Draft Strategic Guidance to the Institute for Apprenticeships

This week we have all been invited to comment upon the draft strategic guidance for the new Institute for Apprenticeships. The Institute will act as an independent body to support the integrity of the apprenticeships system, with a mandate to assure quality and to provide objective, independent advice to Government on future funding provision for apprenticeship training.

For a succinct version of the [full draft consultation](#) please click on the document icon below.



Draft Strategic
Guidance for the Inst

Please send your responses to this Government consultation to: IFA@bis.gsi.gov.uk

Please note that the deadline for submissions is 31st January 2017.

Guidance: Paying the Apprenticeship Levy

In December HMRC has published [Guidance for Employers – ‘Pay Apprenticeship Levy’](#) which outlines all the information you will need in order to when, how and how much you will pay into the apprenticeship levy. It is advised you ensure key individuals within **Finance, Learning and Development, Workforce Development and Human Resources** and those who will be responsible for inputting information into the Digital Apprenticeship Service familiarise themselves with this information.

Please [click here](#) to contact HRMC if you have any further questions about the Apprenticeship Levy.

Register of (End Point) Apprenticeship Assessment Organisations

In December 2016 the Skills Funding Agency (SfA) updated its guidance to employers on who to use the register of apprentice assessment organisations. This introduction to the register provides an overview of the role of the register to support employers and the criteria the SfA set for applications. You will be able to select any organisation (learning provider) on the register against the apprentices standard being taken by your apprentice.

Please [click here](#) to access this introduction information, [The Register of Apprentice assessment organisations](#) and the [Register of Apprenticeship Standards](#) (list of all approved apprenticeship standards and approved End Point Assessment Organisations).

Please note Pearson Education has now been approved as the End Point Assessment Organisation for the following healthcare apprenticeship job standards:

- Healthcare Support Worker – Level 2
- Healthcare Assistant Practitioner – Level 5
- Healthcare Science Assistant – Level 2

If you would like to contact Pearson regarding End Point Assessment for your organisation please contact Cheryl Bott cheryl.bott@pearson.com

Apprenticeship Job Standard Development

Medical Secretary/Medical Associate/Medical Assistant

Since the last newsletter in early December 2016, Skills for Health who are coordinating the development of a proposal for an Expression of Interest (EOI) on behalf of the stakeholder group have received feedback from a number of employers on the possible develop of a job standard on a role which is both applicable in primary and secondary care settings.

The suggested occupational profile to incorporate Acute settings with a proposed title of **'Doctor's Assistant'** - the current proposed draft is as follows:

"Doctor Assistants provide high level non-clinical support to Doctors and other healthcare professions within primary and secondary care. They help reduce the administrative burden on Doctors/GPs, enabling them to prioritise clinical time with patients. The Doctors Assistant is a focal point for patient/carer inquiries. Highly proficient communicators, they manage complex queries. They work closely with patients and their carers, some of whom may be distressed, have specific needs or behave in a challenging way. They have an in depth understanding of local health demographics and cultural needs of specific populations and are familiar with local health and social care policy. Doctors Assistants manage referrals and prescriptions and, where appropriate, act on test results in line with local policy and procedures. They negotiate with partner organisations to meet referral requirements. They manage risks within their area of expertise, taking appropriate action during urgent patient situations. They have extensive knowledge and understanding of medical terminology. They take accurate minutes of complex and sensitive meetings. They transcribe and prepare medical reports. They are proficient at completing funding applications, using patient-related electronic systems and may also be trained to apply specific clinical codes to the patient record. Doctor Assistants also often undertake health navigation and promotion activities, including signposting patients to other services. They work pro-actively and autonomously. They receive regular supervision. Many Doctor Assistants supervise, train or mentor other non-clinical workers."

For comments about this occupational or if you would like to join the employer group please could you respond to Nathan.Laxton@sfhassociate.org.uk ASAP with an estimate of how many apprenticeships your organisation might offer when this standard is finally approved (could be 12-18 months).

Apprenticeship Standards: Process for Approval

The "[Guidance for trailblazer groups: apprenticeship standards approvals process](#)" has now been recently updated (22 December 2016).

If you are considering developing an apprenticeship standards please read this guidance and the [guidance for trailblazers](#). Please first check to see if a relevant job standard has already been already [approved for delivery](#) or is currently [in development](#). It's vital you avoid wasted time and duplication of effort. Skills for Health and Talent for Care are striving to find an approach to standards development in the health sector, in order for NHS providers to become better connected. If you would still like to proceed to find out how to develop a job standard then please contact:

- Talent for Care Team (catrionacurry@nhs.net) to register your interest
- Sarah Appleby (sarah.appleby@wm.hee.nhs.uk)
- If the job standard is related directly to the health sector, please also contact Healthcare.Trailblazer@skillsforhealth.org.uk . For more information please go to www.skillsforhealth.org.uk/trailblazer

Further to this if you are already involved in the development of a job standard could you please forward to sarah.appleby@wm.hee.nhs.uk and Audrey.Foster@hee.nhs.uk information about the development of the job standard and the trailblazer group using this [form](#).

Withdrawal of Apprenticeship Frameworks A number of healthcare related and non-clinical apprenticeship frameworks are now being withdrawn from use. Of these, some have already approved job standards in place. In particular, please note the intended withdrawal of these NHS job role related apprenticeship frameworks:

Code	Area of Application	Apprenticeship framework name	Date withdrawn for new starts
627	Management	Advanced Diagnostics and Management Principles	01-Dec-16
586	Communications	Advertising and Marketing Communications	01-Dec-16
452	Finance	Bookkeeping	01-Dec-16
581	Corporate	Business Innovation and Growth	01-Dec-16
602	Healthcare	Health Assistant Practitioner	01-Oct-17
473	Healthcare	Health Clinical Healthcare Support	01-Oct-17
479	Healthcare	Health Dental Nursing	01-Oct-17
567	Healthcare	Health Informatics	01-Dec-16
475	Healthcare	Health Maternity and Paediatric Support	01-Oct-17
470	Healthcare	Health Pathology Support	01-Dec-16
477	Healthcare	Health Perioperative Support	01-Oct-17
611	IT	Information Security	01-Dec-16
603	Corporate	Intelligence Analysis	01-Dec-16
506	Healthsciences	Laboratory and Science Technicians	01-Oct-17
592	Learning & Development	Learning Support	01-Dec-16
450	Records, Library Management	Libraries, Archives, Records and Information Management Services	01-Oct-17*
451	Finance	Payroll	01-Dec-16
638	Finance	Procurement	01-Dec-16
591	Learning & Development	Professional Development for Work Based Learning Practitioners	01-Oct-17
572	Communications	Public Relations	01-Apr-17*
558	Volunteering	Volunteer Management	01-Dec-16

Other Useful Information...

Digital Apprenticeship Service

If you would like to learn more about or will be responsible for maintaining your organisations information in the Digital Apprenticeship Service (DAS) Please [click here](#) to watch a narrated presentation called "The Digital apprenticeship service demonstration".

This video is a good starting point to familiarise yourself with the DAS prior to January 2017. You may wish to save this link for future use however, please remember DAS is still in development and subject to change.

The video shows screens taken from the prototype system with caveats that this is still in development. It takes employers through the account home screen and explains what they will need to register, followed by a detailed walkthrough of the funding and apprentice sections.