

Mental Health Transformation Theme Apprenticeships Newsletter

No.6, 24th Jan

Priority Area

Please read, distribute and action...

URGENT – JOB STANDARDS SURVEYS - Please distribute to appropriate professional group and comment by 5th February 2017

This month's approvals deadline has now passed and all proposals to develop new apprenticeship standards; draft standards, and draft assessment plans, have been put online as part of our short approvals surveys, to give all interested parties a chance to comment.

You may also wish to promote the survey to your wider sector contacts, particularly if they did not have the chance to input during your own consultation. Please all draft consultations listed by name of job standard and indicated department/area for feedback.



Listing of Job
Standard Surveys - N

This month's survey on new Apprenticeship proposals is [here](#) the survey on draft Standards is [here](#) , and the survey on assessment plans is [here](#). All the surveys will close on 11 December.

Attention Psychology Leads Psychological Wellbeing Practitioner Apprenticeship

An employer stakeholder group has been established to develop an expression of interest to develop an apprenticeship job standard for a Psychological Wellbeing Practitioner. The stakeholder group lead by South Essex Partnership Trust and supported by Health Education England are holding a development workshop **on 8th February 2017 in London.**

The purpose of this workshop is to offer an overview of the work to be undertaken to establish the national apprenticeship standards for the PWP role within adult IAPT services. At the end of the workshop we will need to:

- Have agreed the core components of the Expression of Interest - ready for submission to the Trailblazers at the end of February
- Have established commitment to the programme of work by at least 10 service providers
- Have established commitment to the programme by at least 2 HEIs
- Have common understanding of what we are planning and the enablers and constrictions we may encounter
- Have sign up to the work streams from interested parties
- Have some key milestones and dates set for the programme

If you or a colleague would like to attend could you please contact [Ros Wells](#) and she will forward you a link to register for this event.

In Other News...

Registering and reporting on the DAS

Queries have been recently raised by levy paying employers regarding registering on the Digital Apprenticeship Service (DAS); including how and when.

Registration on the DAS will be phased roll-out with each employer being notified when they are able to register.

Could each Trust contact [Sarah Appleby](#) to confirm the individual in your Trust who will be responsible for this registration and she will ensure their contact details are registered with the Skills Funding Agency to ensure you receive this information directly.

Further information and slides will be distributed in the next newsletter regarding DAS registration. In the meantime, 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" or you can access the [DAS Blog](#).

Business Administration / Medical Administrator / GP Assistant

Skills for Health have recently been commissioned by Health Education England to scope the appetite for the development of job standard/s around the medical administration / GP Assistant and Business Administration roles. Please find below a copy of the final report. **Please disseminate to Administration leads within your Trust.**



Medical Admin final report

The report suggests stakeholders have feedback that a Level 2 Business Administrator apprenticeship standard is needed within the health sector and Skills for Health with Health Education England are keen to create a 'sub group' of the existing Level 3 Trailblazer group to take this forward. They are therefore inviting you or a colleague to join the employer led group to develop this standard. The process is on average about 12 months with some face-to-face meetings, teleconference and correspondence over email. If you are willing/able to sign up could kindly forward the following information to [Nathan Laxton at Skills for Health](#) by end of January:

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](#). You can also check the [Skills for Health website](#) which is updated with the latest progress of the development of NHS provider related apprenticeship job standards.

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

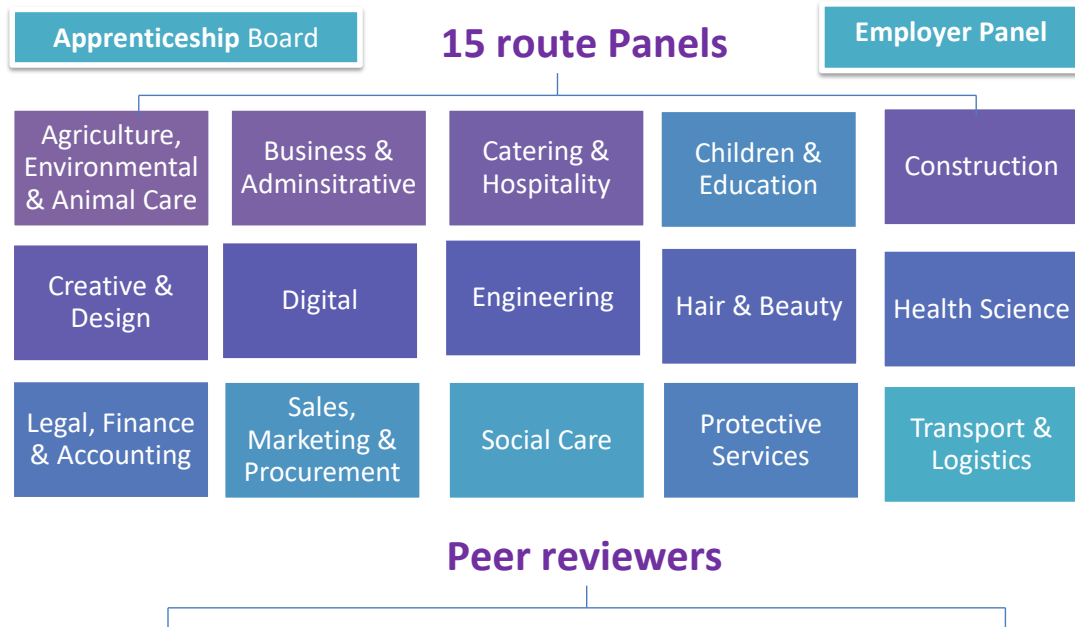
Further to this if you are already involved in the development of a job standard could you please forward to sarah.appleby@wm.hee.nhs.uk and Audrey.Foster@hee.nhs.uk information about the development of the job standard and the trailblazer group using this [form](#).

Institute of Apprenticeships and Technical Education

Opportunity to be involved in a Technical Education DfE panel

Technical Education Reforms – latest news on panel of professional recruitment

In response to the recommendations from the Independent Panel on Technical Education, the government has proposed organising technical education into 15 routes (see below)



221 Trailblazer groups – developed standards and assessment plans

For each route of the new technical education, the DfE will be recruiting panels of professionals (with direct experience in these occupations) (previously known as ‘employer panels’). These panels would be responsible for developing standards for specific occupations and providing advice and recommendations on wider qualification content.

Apprenticeship Week

National Apprenticeship Week 2017 will be taking place from 6 to 10 March. A variety of activities to celebrate apprenticeship week is occurring throughout the country including the launch of the new Healthcare Apprenticeship Job Standards. Please [click here](#) to register your activity.

A logo has been devised (see below) and if you are using social media to promote your apprenticeship activity could you please consider using the #NHYes.



If your Trusts has plans for activities to celebrate apprenticeship week, please let us know by contacting [Sarah Appleby](#)

Other Useful Information...

1. Apprenticeship Changes

You can keep up to date with all the changes by visiting the following: - [Apprenticeship Changes](#)

2. Procurement

The Crown Commercial Service recently published guidance relating to the 'light touch regime' which applies to apprenticeships. The Skills Funding Agency recent procurement process of approving Training Providers (known as Register of Approved Training Providers – RoATP) is compliant with the CCS Light Touch Regime. It has been advised to liaise with your commercial/ procurement internal specialist. The publication can be found at: - [CCS Light Touch Procurement](#)

3. HMRC Levy Collection

The calculation, collection and levy charge guidance is the responsibility of HMRC. 'My Account Managers' are not tax experts and are therefore unable to offer any technical advice, and you are encouraged to work with your PAYE/ finance colleagues who already have a relationship with HMRC. The levy and other HMRC associated guidance on how to pay has been published and can be found at: - [Pay Apprenticeship Levy - GOV.UK](#) . A draft consultation has also been published, and includes a named contact at HMRC. This can be found at: - [HMRC Technical Consultation](#)

4. Useful Links

There are many links available to you that are now live such as "find apprenticeship training" and "estimate my levy" – you are encouraged to share these with your internal teams. We would also urge you to visit the www.gov.uk website on a regular basis to ensure that you are kept up to date in relation to the updates and changes. Here are some useful links: [Estimate my levy](#) and [Find Apprenticeship Training](#) – there is a feedback link on this page. If you get chance could you feedback your comments please.