

Healthcare Support Worker Development Programme

Expression of Interest / Eligibility Declaration Form 2018/19

The **Lincolnshire Talent Academy** is pleased to confirm it has commissioned Connect2Care, a national Training Provider, to undertake the delivery of its Senior Healthcare Support Worker Advanced Apprenticeship for **existing Band 2 and 3 Healthcare Support Worker colleagues**.

Delivered against the new national standards, ULHT will be funding further places for 2018/19 through its apprenticeship levy. Participation on the programme will not affect staff existing Terms and Conditions of employment.

The senior healthcare support worker qualification is made up of a core modules and a range of optional units including Adult Nursing support, Children and young people support, and Allied health profession – therapy support.

On successful completion, you will achieve an RQF (regulated qualification framework) Diploma in Clinical Healthcare support at level 3 (65 credit diploma). The qualification is offered as part of Trust Nursing Development Pathway, providing opportunities for staff at all levels to undertake qualifications aiding their future progression towards the Registered Nursing Degree Apprenticeship, should they wish.

Eligibility Requirements:

- Current Healthcare Support Worker (B2 or B3)
- Substantive post
- Minimum contract – **22.5hrs per week**
- Must hold English & Maths at Level 2 (GCSE grades A-C or functional skills)
- Cannot already hold Clinical Healthcare Support Worker NVQ L3

Learner Obligations:

- Commitment to complete the programme within 18mth duration
- Undertake all elements of study required – 1hr per day will be allocated for this element
- Attendance at group workshops (every 4 – 6 weeks)
- Ensure Manager approval given
- Required to sign learning agreement*

The overall cost of the programme to ULHT is circa £6,500 per person (cost of training and off-the-job element). This will be funded by the Trust with no charge to the individual. To ensure return on investment however, individuals will be required to sign up to a Learning Agreement, committing them to the programme, thereby reducing the potential volume of withdrawals. Should individuals wish to withdraw from the programme prior to completion, the Trust reserves the right to reclaim the cost of training – up to £3,000.

Note: English and Maths

Staff will be required to have achieved their Level 2 in English and Maths upon completion of the overall qualification. Existing staff unable to evidence prior achievement (GCSE grade A-C or Functional Skills L2) will be required to undertake the English and Maths training alongside their HCSW qualification. A stand-alone English and Maths programme is available for staff who wish to achieve this element prior to signing up for the HCSW programme. For more information on the stand-alone programme, please email: kevin.goodger@hittraining.co.uk

Expression of Interest

All applications are subject to eligibility, Manager agreement and Talent Academy approval.

Please complete all information in BLOCK CAPITALS using black ink.

Contact Details					
First Name		Surname			
Ward or Department		Location / Site			
Telephone		Email			
Job Role		Date of Birth		NI No.	
Manager's Name		Manager's Email			
Programme Eligibility (Funding Rules)		Yes	No	Comments	
Q1	Are you currently studying in any higher education, or any other government funding training?			If yes, please state:	
Q2	Have you previously completed an Apprenticeship or NVQ?			If yes, please state qualification and level studied :	
Q3	Have you any qualifications at level 4 or above (HNC/HND, Degree or equivalent)?			If yes, please state qualification and level studied :	
Q4	How many contracted hours per week do you work?				
Q5	Can you evidence achievement of Maths, English and ICT at Level 2 or above (eg Key Skills, Functional Skills or GCSE Grade C or above)?			Please note, without evidence of certification, you will be required to undertake this element of the overall qualification.	

Please list your qualifications below

Qualification	Subject	Grade	Date

Please provide a brief summary of your job role, and daily duties

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Please give brief details on why you are considering applying for this training**How do you feel the training will support your own development, and the needs of the Trust?****Line Manager Approval****Off-the-Job Training Evidence:**

To support the learning element of the programme, the Apprenticeship requires learners to evidence 20% off-the-job training during working hours. This is a mandated requirement of the programme. Activities that can be recorded against the 20% may include:

- Staff Induction
- Core Learning
- Bespoke department training
- Trust training programmes
- Apprenticeship Workshops – 9am – 4pm every 6 weeks
- Monthly Assessor 1-1 Visits (2hrs)
- 1hr per day study time

As a Manager you will be required to allow your staff member time to attend the above. Back-fill cannot be provided to cover the off-the-job element. To assist wards to absorb this element of the programme, we are recommending learners on programme be allocated 1hr per day to undertake their independent study.

Business Impact:

Due to the finite volume of Trust levy funds available, all Apprenticeship Training must conform with the Implementation Plan approved for the Trust which outlines the various workforce development requirements. By approving this EOI, Managers are confirming that the training requested supports department and organisational need. The benefit to the department and the Trust must be clearly outlined, and measurable.

What business benefits will be gained by the staff member undertaking the requested training and how will these be measured? (Please state below)

Declaration

Declaration					
Learner Signature		Learner Name (Please Print)		Date	
Line Manager Approval		Manager Name (Please Print)		Date	
In the event of any queries, please record below:					

TALENT ACADEMY USE ONLY

Qualification Framework		Level	Eligibility Checked	Cost	Provider		Registration Date
			Fund / Non-fund	£		/...../.....
Sign-up Date:/...../.....	NAMS Reported:		User Entry:	NA System Registration:/...../.....	User Entry:

Please return your Expression of Interest Form to: Claire.flavell2@ulh.nhs.uk