

Advanced Training Practices (ATP)

Information Pack

What is the ATP Scheme?

The ATP Scheme is a Yorkshire-wide initiative funded by Health Education England (HEE) aimed at developing training infrastructure in primary care with a particular focus on increasing the number of undergraduate student nurse placements available in local general practices. By providing placements for student nurses, the aim is to promote practice nursing as a career pathway when in the past it might otherwise have been overlooked by students. This in turn should help to secure an important part of the future primary care workforce. ATP started as a project in 2009 and in 2013 evolved to become the mainstream strategy for the region.

HEE have widened the ATP scheme through a hub and spoke model whereby ATP 'hub' practices develop links with other local practices to further develop student nurse placement capacity in the area. The bulk of administration is undertaken at the hub practice but new placements are with nurse mentors in 'spoke' practices. Placements attract an activity tariff for each student week.

The Haxby Group has been involved in the project since November 2009 and have found it a rewarding experience for our staff in terms of their professional development and also in that we have now recruited many of our former student nurses as practice nurses! The students really enjoyed it and learn a lot, it has been great for us having them around and working with our team.

Further information can be found on the HEE website:

<https://www.hee.nhs.uk/hee-your-area/yorkshire-humber/our-work/attracting-developing-our-workforce/nursing-midwifery/advanced-training-practices>

If you train GP registrars or medical students, why not train student nurses too?

What are the benefits of being involved?

- ✓ ***Great recruitment tool***
- ✓ ***Professional development opportunity for staff***
- ✓ ***Additional income stream***
- ✓ ***Give student nurses the opportunity to experience a quality placement in General Practice***
- ✓ ***Help secure the primary care workforce of the future***
- ✓ ***Bring enthusiasm and two-way learning into the practice***

Placement opportunities for student nurses are making General Practice a career of choice!

What are the requirements of becoming an ATP spoke?

To become a spoke ATP practice there are a few requirements and steps involved:

1. You need to be a **GP training practice or equivalent** (actively involved in training students from other disciplines e.g. medical students or foundation doctors) and agree to taking a **minimum of three student nurses per year** (or two if longer than 6 week placements)
2. **Have a nurse mentor** who is current on the mentor register, or in training/ going to train to be a mentor (further details about what is involved and available routes can be found below)
3. **Sign a personalised learning development agreement** between Hub and Spoke (to be drawn up by HEE once both parties are in agreement – the hub will request this) The full LDA and Schedules can be viewed at: <https://www.hee.nhs.uk/hee-your-area/yorkshire-humber/our-work/planning-commissioning/learning-development-agreement-lda>
4. Complete a placement profile on the **healthcare placements website** and **practice audit** with your local University (we will arrange and help with this)

What is involved in becoming a Nurse Mentor?

If a nurse has already been a mentor and has a qualification such as ENB997/998, D32/33, C&G 730, it may be that they will only require an update and potentially a session shadowing a mentor.

If you have potential mentors with no previous mentor qualifications there are mentorship courses available at both Hull and York Universities and the Open University. They take one semester to complete and the academic commitment is around 5 days with some online learning. There is a fair amount of work involved in these courses, similar to the diabetes or asthma modules, links for more details are:

Hull: <http://www2.hull.ac.uk/Faculties/fhs/shsw/Specialist-Skills-Post-Registration-Development.aspx>

York: <https://www.york.ac.uk/healthsciences/ssprd/mentor/#tab-1>

OU: <http://www.open.ac.uk/courses/short-courses/kg006>

Currently course fees are funded by HEE, for info regarding the courses they fund visit:

<https://www.hee.nhs.uk/hee-your-area/yorkshire-humber/our-work/planning-commissioning/funding-guide>

Once mentors have been entered onto the mentor register they will require **annual updates** and **triennial reviews** to continue mentoring students. Haxby Group, as the hub practice also hold quarterly mentor meetings which you can access for support.

The practice will need to be **audited by the University** and a **Practice Profile created** on the healthcare placements website www.healthcareplacements.co.uk – we will set this up with you.

A wealth of information and resources relating to mentorship can be found on the university websites, including details of available mentor update sessions:

University of York: <http://www.york.ac.uk/healthsciences/practice-ed-support/>

University of Hull: <http://beta.www.hull.ac.uk/Faculties/fhs/shsw/Placement-Learning-Unit.aspx>

University Key Contacts:

Tony Chambers Hull University – Practice Learning Educator

anthony.chambers@hull.ac.uk

Beth Hardy York University – Lecturer in Nursing

beth.hardy@york.ac.uk

How much of the nurse's time does it take to have students?

Student nurse placements are generally 6-14 weeks dependent on the university, and their year. The mentor must be available to the student for at least 40% of the time they spend with the practice. The student can spend time during their placement with other clinicians or linked community services. Nurses/clinicians don't necessarily need altered appointment times or shortened surgeries but they will need approx. an hour of protected time at the beginning, middle & end of the placement for review with the student.

How much is the practice paid to take student nurses?

Spoke practices will receive a tariff per student; this is currently **£120 per week** (pro rata if less than fulltime). This is paid by the Hub, who collate all placement details each quarter and then claim from HEE. Spoke monies will be paid once received by the Hub.

What will be expected of us once we become an ATP spoke?

1. **Provide a list of ATP contacts** and continue to take **at least three nursing students per year** (two if placements are longer than 6 weeks). There is no maximum, you may take as many as you like.
2. **Mentor(s) to maintain annual updates**, complete **triennial reviews** and maintain the Healthcare Placements Website including annual audit with the university
3. **Supply quarterly records** of student placement details in order for the hub to claim funds and arrange payment to the spoke (student names, dates and length of placement)
4. **Insurance agreement in place for students** (this is usually covered by your group policy)
5. **Induction pack for learners**, including: practice information, confidentiality and health and safety
6. **Attend quarterly mentor support meetings** between the Hub and Spoke representatives (to be arranged at mutually convenient times)
7. Arrange time for **learners to attend InterProfessional Learning sessions** (either at the hub practice or within the spoke practice)

What is InterProfessional Learning (IPL)?

At the Haxby Group we run weekly IPL sessions, these sessions are designed for any type of student or learner to attend with the aim being to explore a wide variety of topics from the different perspectives of all the professions involved. They are informal discussions facilitated by mentors or often by the students themselves. You are welcome to send any students you may have along to our IPL sessions, the more the merrier! Students generally find the IPLs very insightful, they foster a culture of seeing healthcare issues from different angles, a wider perspective and the various inputs of a multidisciplinary team.

What other HEE Schemes might we be interested in?

As the local ATP hub we also support practices in other training schemes funded by HEE, outlined below. Currently these schemes run on a cohort basis usually starting around September, the 2017 schemes are currently underway, once they are confirmed to be running again in 2018 we will distribute the relevant information via our networks. If you would like more information about these please ask us.

➤ GPN Ready Scheme

The GPN Ready Scheme supports practices to employ and train a newly-qualified nurse or a return-to-practice nurse.

- Currently participating practices can access up to £8,000 in funding; comprising of a bursary of £3,000 over two years to support in recruitment and employment, and up to £5,000 to cover education and training course fees.
- Ongoing work between HEE and the ATP Hubs aims to increase the availability of training for candidates on the scheme.

➤ HCA Apprenticeship Scheme

The HCA Apprenticeship Scheme supports practices to employ and train an Apprentice HCA.

- Currently participating practices receive a bursary of £6,800 to support in recruiting and employing an apprentice HCA, and to cover the apprenticeship levy.
- Includes a fully funded programme of study days and 'bolt-on' clinical training modules.
- HCAs completing the apprenticeship gain a Level 3 Diploma in Healthcare Support, Level 2 English and Maths and the Care Certificate.

Queries

If you would like any further information or advice we are more than happy to help. If you would like to meet and discuss things in more detail let us know your availability and we would be happy to arrange this.

Our Team and Contact Details:

Lisa Billingham	Training Manager	lisa.billingham1@nhs.net
Grace Scott	Training Administrator	grace.scott1@nhs.net
Deb Smith	ATP Nurse Mentor Lead (based in Hull)	debra.smith8@nhs.net
Helen Raine	ATP Nurse Mentor (based in York)	h.raine@nhs.net
Jo Smith	ATP Project Lead/ Head of Nursing	jo.smith10@nhs.net
Dr Kevin Anderson	ATP Medical Lead	kevin.anderson1@nhs.net

Telephone: Hull – 01482 303963 (Deb, Lisa, Grace, Kevin)
York – 01904 724600 (Jo, Helen)

For Information...

We also offer a variety of training courses:

- | | |
|---------------------------------------------------------------|---------------------------------------------------------|
| <input checked="" type="checkbox"/> Venepuncture | <input checked="" type="checkbox"/> Basic Life Support |
| <input checked="" type="checkbox"/> ECG | <input checked="" type="checkbox"/> Medical Terminology |
| <input checked="" type="checkbox"/> Basic Wound Care | <input checked="" type="checkbox"/> Chaperone |
| <input checked="" type="checkbox"/> Motivational Interviewing | <input checked="" type="checkbox"/> Conflict Resolution |

For more information, upcoming dates or to book a course, please contact:

training@haxbygroup.co.uk Tel: **01482 303986**

*A handy quick reference checklist for becoming an ATP spoke
can be found on the next page 😊*

ATP Spoke Quick Reference Checklist

To become an ATP Spoke:

- Be a GP training practice or equivalent, and agree to taking a **minimum of three nursing students per year** (two if more than 6 weeks)
- Have a **nurse mentor** who is current on the NMC mentor register, or in training/ going to train to be a mentor
- Sign a personalised learning development agreement**
- Complete a **placement profile** and **practice audit** with your local University (on www.healthcareplacements.co.uk). These are usually done together in one visit - we will create your account and help with this.

Responsibilities of an active ATP Spoke:

- **Provide a list of ATP contacts** and continue to take **at least three nursing students per year** (two if placements are longer than 6 weeks). There is no maximum, you may take as many as you like
- **Mentor(s) to maintain annual updates**, complete **triennial reviews** and maintain the Healthcare Placements Website including annual audit with the University
- **Supply quarterly records** of student placement details in order for the hub to claim funds and arrange payment to the spoke
- **Insurance agreement in place for students** (this is usually covered by your group policy)
- **Induction pack for learners**, including: practice information, confidentiality and health and safety
- **Commit to quarterly mentor support meetings** between the Hub and Spoke representatives (to be arranged at mutually convenient times)
- Arrange time for **learners to attend InterProfessional Learning sessions** (either at the hub practice or within the spoke practice)