

Our ref: Cancer Nurse Specialist Training Grant 2023/24

To: South East Cancer Alliance Workforce Leads
Copied to: Managing Directors, Lead Nurse

[Kent & Medway, Thames Valley,
Surrey & Sussex, and Wessex]

Via email

**Cancer & Diagnostics
Programme
NHSE South East**

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16th June 2023

Dear Colleagues

NHSE funding to support the development of Cancer Clinical Nurse Specialists (CNS) – 2023/24

We are pleased to confirm that NHSE is continuing to support the development of Cancer Clinical Nurse Specialists [CNS] this year and has secured dedicated funding to be offered to Cancer Alliances to help facilitate this. This funding has four overarching aims:

1. To support Cancer Nurses Specialists new in post to access training and development opportunities identified at the point of their appointment.
2. To support experienced nurses on the journey to becoming CNS to undertake training and development to support them in their career progression.
3. To support nurses to access master's level / advanced training and education to develop specialist clinical, leadership, education and / or research capabilities as identified for their development.
4. To support Cancer Alliances and cancer services to develop the nursing workforce and develop a sustainable pipeline of nurses ready to move into CNS roles.

The total amount of funding being made available to South East Cancer Alliances (CA) is £240,000. The funding is allocated on a 'per-Cancer Alliance' basis, equating to £60,000 each. Please note, for Wessex (CA) this includes Dorset ICS Trusts, for Thames Valley (CA) this includes Great Western Hospitals NHS Foundation Trust, and for Surrey and Sussex (CA), this includes Frimley Health NHS Trust. Funding is required to be spent within this financial year, so by 31st March 2024, and chosen courses/upskilling must start before 31st March 2024

To maximize the impact of this funding, Cancer Alliances have flexibility with how this is utilised against the following options;

- Option 1: provide individual grants of up to £5,000 per person to undertake learning and development at postgraduate or advanced level, or

- Option 2: purchase education/training for a group of aspiring/existing Cancer CNS to meet an identified need, or
- A combination of the above options.

Examples of appropriate training and development include (but are not limited to):

- Specialist areas of learning/development relating to specific aspects of the cancer pathway.
- Specialist knowledge of the treatment and the management of specific tumour sites.
- Enhanced understanding of personalised care and support planning.
- Advances in cancer treatment e.g.: genomics
- Advanced communication skills training and managing difficult conversations.
- Psychological skills training and support people in distress
- Supporting themselves and their teams with emotional resilience and wellbeing
- Project management and leadership opportunities that support the development of an innovation or improvement to patient services.

Areas of study would be expected to be relevant to the development journey and role of the CNS and will likely fall within cancer care, clinical research, education or leadership. This may also include specialist areas relating to specific cancer pathways and patient groups. Other areas may be supported at the discretion of the Cancer Alliance if there is an understanding of the contribution the development will have on the individual/s. Funding for study days and conferences should in the first instance be sought from employer access to CPD funding available for nurses.

It is worth noting that many charities, professional bodies and other organizations offer free workshops, training and development. Exploring these may widen and add to the opportunities to broaden the knowledge, skills and subsequent care across the cancer alliance footprint.

Please note that as a minimum, each Cancer Alliance is asked to support at least 12 individuals with their funding allocation. We ask that Alliances work with their Cancer Nurse Specialist leads and networks to decide on how best to utilise this funding based on the options and further information details listed in Appendix A.

An outline of the process to manage this funding process can be found in Appendix B.

Cancer CNS Training Summary

Each Cancer Alliance is requested to complete the Cancer CNS application reporting form in conjunction with Trust lead cancer nurses and relevant networks and submit this by 28th July 2023. Once received, it will be reviewed by the NHSE South East Cancer and Diagnostics Programme team. If there are no queries, funding will be paid directly to the Cancer Alliance to manage or via the employing organisation in Quarter 3 [end of September 2023]. Cancer Alliances will have the opportunity to confirm whether they prefer to receive and manage the funding or request this is paid directly to the relevant organisation listed within the application reporting form.

Reporting on Investment

We are required to provide full details of recipients of this funding to the national NHSE Cancer and Diagnostics programme so that investment can be appropriately reported. The national Cancer and Diagnostics Programme team will keep a database of participant characteristics (to include role, Trust, HEI/training provider).

We will require quarterly updates from each Cancer Alliance, and this can be done by updating the updating the application reporting form (guidance for this can be found in your SharePoint folder which will be shared with your funding confirmation letter). Updates on this investment will need to be submitted by the **17th of September, December 2023 and March 2024**.

In addition, Cancer Alliances will be required to inform the evaluation of NHSE SE investment in CNS training and development, providing feedback against the original need/drivers identified in the 'funding needs & impact assessment'; evaluation templates will be shared after March 2024.

Action now required.

A completed Cancer CNS application reporting form and needs & impact assessment, outlining the driver/need, and how NHSE SE funding will be utilised, is required to be submitted using the attached template and [MS Forms link](#). Please ensure that only one return is submitted for your Alliance and that you are happy with the planned investment.

Please complete the training summary template by 28th July 2023 and submit the final version to Chika Alfred at chika.alfred@hee.nhs.uk. Please ensure you have reviewed the appendix detail within this letter to help inform this. Alliances should satisfy themselves that all applications come with relevant line manager's approval.

We look forward to hearing about your plans for this investment. If you have any queries or questions in the interim, then please do not hesitate to get in touch.

Kind regards

Chika Alfred

Project Manager – Cancer and Diagnostics, NHSE South East

APPENDIX A: CRITERIA AND FUNDING REMIT			
Allocation per Cancer Alliance	£60,000	Minimum number of individuals each Alliance needs to support with this funding	12
Funding period	All grants must be utilised within the 2023/24 financial year, so by 31 st March 2024.		
The aim of this funding is to support	New in post' Cancer CNS who have had training and development needs identified at the point of their appointment;		
	Experienced nurses, who are aspiring Cancer CNS and have already undertaken some development, but wish to participate in further development that supports their progression		
	Aspiring and existing Cancer CNS who wish to access Masters level / advanced training and education to develop specialist clinical, leadership, education and / or research capabilities as identified for their development		
	Cancer CNS [aspiring or existing] with areas of professional development as identified by their respective Cancer Alliances and cancer services which will in turn provide a workforce pipeline		
How can this funding be allocated	Option 1: provide individual grants of up to £5,000 per person to undertake learning and development at postgraduate or advanced level, or		
	Option 2: purchase education/training for a group of aspiring/existing CNS to meet an identified need, or		
	Option 3: A combination of the option 1 and 2.		
What can this funding be used for?	Course fees (postgraduate or advanced development programmes for example), advanced communication skills, master's level postgraduate study, specialist postgraduate study. Plans should be for a single activity or programme. Where the application is for a modular programme, details should be provided of each module.		
	Travel, subsistence and associated training costs		
	Training grant to support the individual's development which could for example include provision for salary support and supervision/mentorship		
	Grants can be used to fund salary or backfill costs as part of facilitating the individual to attend the course; Full details should be provided on the application.		
Please kindly note	<p>Grants can be provided for courses that run for longer than one year, up to the funding limit of £5000 per person.</p> <p>By submitting any application to yourselves, managers are agreeing to release this person for training. Saving for extenuating circumstances, non-completion of any training may incur NHSE seeking return of some or all of funding given. Managers are also agreeing to cover various out-of-scope costs, including funding for study days and conferences.</p> <p>Following completion of the identified training need, the participant will be expected to demonstrate capability and integration of their new skills into local service provision. Participants may also be able to evidence career progression, for example by subsequent development into a specialist / advanced practice role.</p>		