## Apprenticeships in Primary Care







c.700 training programmes available!

**Expand your** future workforce

Develop and

retain your

workforce –

age limit

there's no upper

Funding & co-funding available for training costs ranging £2.5k to £27k

Level 2 (GCSE) to Level 7

(Post- Graduate) qualifications

Government funded apprenticeship training for 16 – 18-year-olds or 19 to 24 with an education, health and care plan with £1k incentives and exemptions to national insurance contributions

**Improve** service quality

Age

16 - 160!

Apprenticeships provide robust development

Clinical and non-clinical training apprenticeships available

### Clinical Apprenticeships relevant to Primary Care – levels relate to qualification

Physician
Associate L7
(December 24)

Advanced Clinical Practitioner L7

Enhanced Clinical Practitioner L6

Reg Nurse Degree L6

Nursing Associate L5 (TNA role) Assistant
Practitioner L5

Pharmacy Technician L3 Community Health and Wellbeing Worker L3 (SPLW, Care Co-Ordinator, H&W Coaches

Senior Healthcare Support Worker L3

To view the Standards in more details click on this link: https://haso.skillsforhealth.org.uk/?s=&lvl=all&sec=health-and-science







#### PCN non-clinical roles mapped to Apprenticeship Standards

Managers and Leaders

Team Leader / Supervisor L3 Operations / Departmental
Manager L5

**Chartered Manager L6** 

Senior Leader L7

Accounts / Finance

Accounts/Finance Assistant L2

Assistant Accountant L3

<u>Professional Accounting or</u> Taxation TechnicianL4 Accountancy / Taxation
Professional L7

Learning and Development / OD

L&D Practitioner L3

<u>L&D Consultant Business</u> <u>Partner L5</u>

Senior People Professional L7

Human Resources/People Resourcer L2

Payroll
Administrator L3

Payroll Ass't Manager L5

HR Support L3

HR Consultant
Partner L5

Senior People Professional L7

**Quality improvement** 

**Improvement Technician Level 3** 

Improvement Practitioner L4

**Digital Transformation** 

Data Technician Level 3

Data Analyst Level 4

**Business Analyst L4** 

Office / Project
Support

**Business Administration L3** 

Associate Project Manager L4

Project Manager L6

Administrators

**Business Administration L3** 

Options with clinical coding, GPA or cancer patient tracking overlap content

various job roles – to formalise mentoring for staff with subject matter qualifications and experience

Learning & Skills Mentor Level 4 across







#### **GP Practice non-clinical roles mapped to Apprenticeship Standards**





Practice Manager

Office Manager

PACT roles

**GP** Assistants

**Administrators** 

HR Support L3

Payroll Administrator

Team Leader/Supervisor

Accounts/Finance
Assistant L2

Community Health & Wellbeing Worker

Business Administration L3

Options with clinical coding,
GPA or cancer patient tracking
list also available

Operations / Departmental Manager L5

Learning & Skills
Mentor Level 4

across various job roles – to formalise mentoring for staff with subject matter qualifications and experience Chartered Manager L6
Senior Leader L7
depending on scope of practice

Data Technician Level 3

Improvement Technician Level 3

Receptionists

Customer Service Practitioner Level 2

Customer Service Specialist Level 3

### **Apprenticeship Training – key considerations**







By being prepared for an apprentice and supporting them well, you can make a significant difference to the success of an apprenticeship programme, positively impacting on the recruitment and retention of your workforce. Consider the following questions:

- What are your skill gaps in relation to your patient demographic now and future projections?
- What are your workforce demographics does your skill mix meet your population health needs?
- Do you want to upskill your own staff or bring in new employees, or both?
- Can you convert a vacancy into an apprenticeship or can you create a new role?
- Are you spending so much on bank staff that it's more cost effective to train an apprentice in the long run?
- How many staff can you have on training at any one time?
- Do you have experienced staff or clinical supervisors that can offer mentoring to an apprentice?
- If space in your Practice is a challenge, is there an alternative option, for example remote working?

For help with exploring these questions in more detail and to discuss apprenticeship programmes please contact <a href="mailto:england.primarycareschooltvw.se@nhs.net">england.primarycareschooltvw.se@nhs.net</a> or your local Training Hub.

# Apprenticeships: information sessions

- 6th March Apprenticeships: What's available for Primary Care and how to get started?
- 1st May Apprenticeships: Understanding levy transfers
- 3rd July Apprenticeships: Understanding the Pharmacy Technician
- 4th September Apprenticeships: Management and Leadership
- 6th November Apprenticeships: Digital and Quality
- All sessions run from 12:30 13:00
- Click <a href="here">here</a> for more information and to book.

# How to get started and further information

- Visit: Apprenticeships in Primary Care Working across Wessex (hee.nhs.uk)
   for useful resources
- Email: england.primarycareschooltvw.se@nhs.net
- Apprenticeships Frimley Training Hub for additional resources
- Case studies: You Tube: Frimley Training Hub for Thames Valley wide coverage
- X @FrimleyHub for Thames Valley and HIOW wide apprenticeship comms
- LinkedIn:
  - Frimley Training Hub
  - Kush (Thames Valley)
  - Kate (Hampshire and Isle of Wight)
- Share your apprenticeship stories: <a href="mailto:england.primarycareschooltvw.se@nhs.net">england.primarycareschooltvw.se@nhs.net</a>