

# Thames Valley and Wessex Primary Care School General Practice Nursing Foundations course

## Frequently Asked Questions (FAQs)

### What is the General Practice Nursing Foundations programme?

The General Practice Nursing Foundations course is for General Practice nurses new to primary care and wish to further enhance their clinical practice and leadership in their role.

This fully funded unit is an excellent opportunity for any nurse, recently employed in General Practice and working within the Wessex region to develop skills in the management of clients as a General Practice Nurse. Taught by Clinical Experts the course also includes an exploration of the context of Practice Nursing and of Primary Care, Clinical Governance and QoF.

The course is delivered by Bournemouth University (BU). For more information on the course, please view [BU's General Practice Nursing Foundations Course webpage](#) or contact the course lead, Sharon Waight [swaight@bournemouth.ac.uk](mailto:swaight@bournemouth.ac.uk).

### Who is eligible for this course funding?

To apply for this course, you will need to meet the following eligibility:

- Be a qualified nurse **new** to General Practice (have started in your nursing role within the last year)
- Work a minimum of two days per week (14 hours) in Primary Care
- Meet the university entry requirements (please see [BU's website](#) for more information)

### Is the programme fully funded?

Yes, the General Practice Nursing Foundations course is fully funded by NHS England Thames Valley and Wessex Primary Care School.

If an applicant is approved on this course, course fees are paid directly to BU, so there is no need for their employing GP practice to pay in advance / invoice etc.

## How is the course delivered?

The programme is delivered through attendance at interactive seminars, skills-based presentations and through building a portfolio of evidence from your practice. Face-to-face sessions will be delivered at Lansdowne Campus, Bournemouth.

You will also be supported throughout your study by lecturers, your peers and a mentor.

The course is over six-seven months; studying two days a fortnight.

**This course requires 100% attendance.**

## When do the courses take place?

The General Practice Nursing Foundations courses are run twice a year, in February and October.

## How many places are there on a course?

There are 25 fully funded places per cohort.

## How will the course be assessed?

The assessment will comprise two parts (both of which must be passed):

- Part A is a written essay of 3,000 words detailing a project plan to implement a change into the students primary care setting to improve patient experience and linked to QoF outcomes
- Part B is an evidence based structured portfolio of 3,000 words outlining achievements in the GPN students professional and clinical practice.

## What educational level is the programme?

The course can be undertaken at either academic level 6 (last year of an Undergraduate Degree) or at level 7 (Masters level).

Nurses may choose between level 6 and level 7, as appropriate to their previous level of study and eligibility for the programme.

## Which educational level should you choose?

The **content** for the General Practice Nursing Foundations course is the same across academic level 6 and 7. The assessment of clinical skill competency in practice is also the same across the two academic levels.

The difference between the two programmes lies in the **academic assessment** – one is assessed at academic level 6 and the other at academic level 7. For those wishing to study at level 7 (Masters level), your academic writing must reflect the level of critical analysis, synthesis, and application to practice appropriate with this level of study.

The decision around what academic level to choose may be impacted by a range of influences, for example previous level of academic study, support time for personal circumstances, intentions for future study etc, but is ultimately down to the individual.

Applicants may wish to discuss what level is best for them with their line manager and are welcome to follow up with the BU programme lead if they have any future questions about the two levels.

## What are the recommendations for supervision?

Applicants need to be allocated a named supervisor, this should be an experienced nurse, ideally within the same practice or Primary Care Network (PCN) and with Standards of Student Supervision and Assessment (SSSA) training. **Both supervisor and supervisee will need protected time to meet regularly throughout the course.**

Recommendations of the minimum protected time as follows:

- Week 1-2: Initial interview: 1-2 hours, at the outset of the course
- Week 15: Mid-point interview: 1 hour
- Week 26: Final Interview: Summative Assessment of Portfolio: 1-2 hours
- Intervening weeks: recommended 20-30 minute catch up with supervisor each week, to discuss progress and review whether any additional support is required

The student will also need to be allocated a Cytology Mentor – this can be the same individual as their named supervisor or different. The training for Cytology has strict criteria around supervision in the workplace. Please see the national guidance for all employers and training providers on the [GOV.uk website](https://www.gov.uk).

## What are the GP practice requirements?

Applicants will require 25 days of paid study leave to complete the course over a period of 6-7 months. The course will be delivered over 1 or 2 days a week.

The practice will also need to consider time for support and mentorship within the workplace (particularly for achieving competency in some clinical skills) and should identify a named supervisor for their employee (an experienced Nurse ideally within the same practice or PCN).

Please see question above for the supervisory requirements of the course.

### **What are the requirements of the student / individual applying?**

The individual must have the support of their employer to undertake this course. They must also meet both the eligibility for funding, alongside the University entry criteria.

By accepting the funding, the individual is making a commitment to attend and fully participate in all elements of the programme.

In addition to 25 days of paid study leave, it is anticipated that **individuals will need to dedicate time outside of their working hours** to complete the programme of study.

### **How do you apply for this course?**

An interested applicant will need to submit an application through our [online form](#).

When an applicant is approved onto the General Practice Nursing Foundations course, the applicant and their practice manager will need to attend an onboarding meeting to ensure that they fully understand the content and requirements of the course.

If they agree to proceed then they will need to complete a commitment statement. The Primary Care School will require an applicant's name and contact details, manager's details, and confirmation that their GP practice or PCN agrees to support them with this programme of study.

Applicants **must** have support of their employing GP practice or PCN.

Once the signed commitment statement has been returned, the Primary Care School will contact applicants to confirm their place on the course (subject to approval). They will then be contacted one month before the course with enrolment instructions. Please note that there are no further requirements of an applicant during this time.

## **What should I do if either the student or practice / PCN are struggling with this programme of study?**

In the first instance please contact the Primary Care School ([england.primarycareschooltw.se@nhs.net](mailto:england.primarycareschooltw.se@nhs.net)) and [swaight@bournemouth.ac.uk](mailto:swaight@bournemouth.ac.uk).

There are a range of support mechanisms available both academically and practically, please don't hesitate to reach out to us.

## **Any further questions?**

Please contact the Primary Care School ([england.primarycareschooltw.se@nhs.net](mailto:england.primarycareschooltw.se@nhs.net)) if you have any further questions.

