

PCNs as Learning Environments

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Introduction

- Concept of the PCN LE
 - Types of Learners
 - Facts on the concept
- PCN Pilot
 - Example of a PCN Timetable
- Approval process
- Workshop
 - Set up LE and discuss issues



Current Model

Historically, management of learning environments has been at individual practice level

- Interested potential trainer
- Interested partnership in taking on learners

Limitations:

- **Learning opportunities**
 - size of the practice / staff / intra-practice experience

What is a Learning Environment

Concept of a Learning Environment:

Practices in the PCN work together to create a shared learning environment

Approval process – quality assurance



PCNs will have the opportunity to

host range of learners across multiple practices / sites

creating an integrated pathway for learning.



Fulfill role that PCNs desired to play in increasing the future workforce in Primary Care

Why become a PCN learning environment ?



Future direction of travel – learners and GP trainees



Enable a **range of learners** to experience primary care



Increasing **recruitment and retention** of the PCN workforce



Enabling sharing of practice across the PCN



Allow **learners** to experience a **range of learning events**



Expand educational capacity and future sustainability



Financial benefits placement



Quality assurance of learners and for the PCN

Clinical Learners that can be educated

Nurses and
nurse
associates

Pharmacists
and Pharmacy
technicians

Physio/
Podiatry
students

Paramedics /
Paramedic
students

Medical students

GP trainees

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

Managers and Leaders	<u>Team Leader / Supervisor L3</u>	<u>Operations / Departmental Manager L5</u>	<u>Chartered Manager L6</u>	<u>Senior Leader L7</u>		
Accounts / Finance	<u>Accounts/Finance Assistant L2</u>	<u>Assistant Accountant L3</u>	<u>Professional Accounting or Taxation Technician L4</u>	<u>Accountancy / Taxation Professional L7</u>		
Learning and Development / OD	<u>L&D Practitioner L3</u>	<u>L&D Consultant Business Partner L5</u>	<u>Senior People Professional L7</u>			
Human Resources/People	<u>Recruitment Resourcer L2</u>	<u>Payroll Administrator L3</u>	<u>Payroll Ass't Manager L5</u>	<u>HR Support L3</u>	<u>HR Consultant Partner L5</u>	<u>Senior People Professional L7</u>
Digital Transformation	Various digital apprenticeships to prepare for the Digital Transformation lead role					
Office / Project Support	<u>Business Administration L3</u>	<u>Associate Project Manager L4</u>	<u>Project Manager L7</u>			
Administrators	<u>Business Administration L3</u>	Options with clinical coding or cancer patient tracking list also available		<u>Learning Mentor Level 3</u> across various job roles – to formalise mentoring for staff with subject matter qualifications and experience		

GP Practice non-clinical roles mapped to Apprenticeship Standards

Practice Manager	HR Support L3 21 months	Team Leader/Supervisor L3 15 months	Operations / Departmental Manager L5 30 months	Chartered Manager L6 48 months
Office Manager	Payroll Administrator L3 21months	Accounts/Finance Assistant L2 15 months £	Team Leader/Supervisor L3 15 months	<div style="border: 1px dashed blue; border-radius: 25px; padding: 10px; text-align: center;"> <p>Learning & Skills Mentor Level 4 across various job roles – to formalise mentoring for staff with subject matter qualifications and experience</p> </div>
PACT roles	Community Health & Wellbeing Worker 15 months			
GP Assistants	Business Administration L3 21 months	Options with clinical coding or cancer patient tracking list also available		
Administrators				
Receptionists	Customer Service Level 2 15 months	Customer Service Level 3 18 months	Add in option: Business Administration NVQ	



Learning Institutions

- **Oxford Brookes**
 - Nursing / NA / Midwifery
 - OT / Paramedic science / Physiotherapy / Social Work
- **Buckingham University**
 - Medical school / MSC Physician Associate
- **Reading University**
 - MSC Physician Associate
- This arrangement is based on mutual agreement
 - PCNs can accept or decline placement requests.

Involvement of Trainers

- Most placements of learners are at an observer level
- Supervision in terms of attendance and sign off
 - but not responsibility for sign-off of competencies
- Work with your PCN to identify areas of learning at practice level
 - Interaction with PCN CD's
- Engage our GP trainees and medical students with other learners
- Engage our ARRS roles to become supervisors for their respective learners
- Approvals Process

PCN LE: Facts and Myth busters

Approval as a training practice

- GP trainees
- Medical students

Approval as a trainer

Trainer-Trainee relationship

PCN GP trainee allocation

Capacity for GP training

Approval as a LE

- Quality Assurance
- Taking on learners

Project Sign Up

Expression of interest window closed on 30 April 2023

BOB 38 PCN sign up and 10 not participating

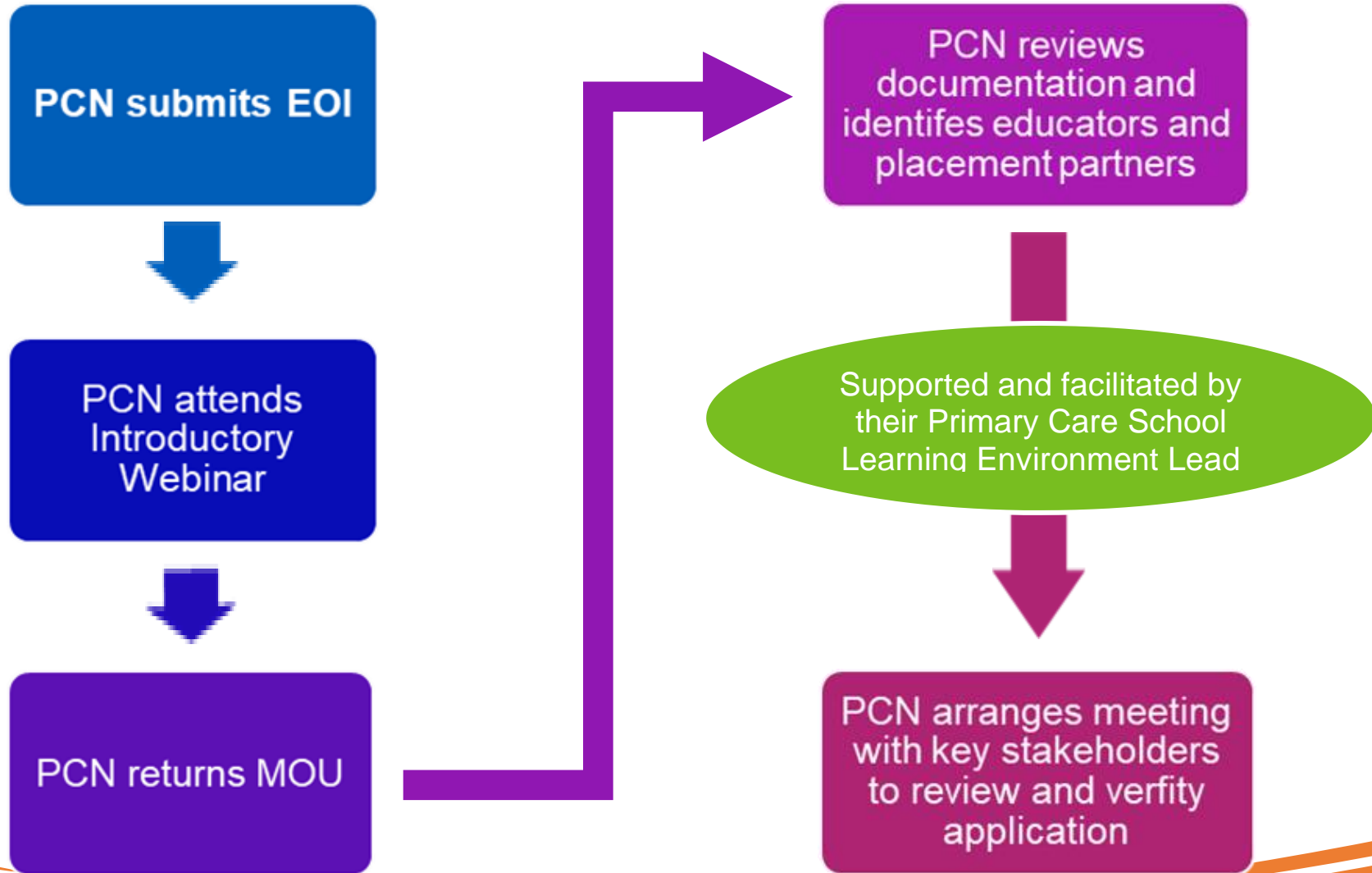
Frimley with 100% sign up – 16 PCN

HLOW 38 sign up and 2 not participating

Sign up 21K one off payment set up costs

- **Payable to the lead practice**

Simplified Process Flow Chart



NHSE Primary Care School Team

TVWx

- **Primary Care School Leads**
 - Head of School of Primary Care (Training Hubs) NHS England WT&E (TVW)
 - **Approvals Panel** **Sue Clarke**
 - Primary Care Dean Rachel Elliott
 - Head of GP School Manjiri Bodhe
 - Primary Care Workforce Development Leads
 - Primary Care School Associate Deans
 - Training Hub Programme Director
 -
- **Primary Care Clinical Learning Environment Leads (LEL)**
 - Oxfordshire
 - Berkshire
 - Buckinghamshire

Workforce Support Leads



PCN based – clinical or admin
Funding attached to the PCN



Programme of support with regular mentor sessions as a group to develop ideas and plans




Working with LEL's to identify types of learners and placement opportunities.

Workforce Support Leads

Support the delivery of the PCN level quality approval of LE

- Supporting educational leads to complete documentation
- Positive learning ethos across the PCN
- Induction framework for new staff
- Integrated neighbourhood teams and role of primary care
- Support ARRS staff and supervision requirements



How to become a PCN LE

- Speak to the PCN CD's and other trainers / partners
- Contact HEE for support
- **Nominate Lead Educator and Lead Administrator**
- **Nominate a Workforce Support Lead (WSL)**
- **Contact your Local Educator Lead (LEL)**
 - Consider the different types of learners the network would support
 - Process of Develop learning timetables for them
 - Application to be an Approved LE

Paramedic – week 1

City East Oxford Pilot -- PCN Learning Environment Placement Schedule					
Anna Watt	Paramedic				
PCN Introduction Week One					
w/c 04/09/23	Monday	Tuesd	Wednesday	Thursday	Friday
Start time	9:30	10:00	8:45	9:00	9.00
08:00 - 09:00					
09:00 - 10:00	PCN Introduction with PCN Manager, Bartlemas Surgery 09:30 - 11:30		Care Home Ward Round with GP St Clements 08:45 - 12:30	Clinical Meeting St Clements 08:45 - 09:45 (to join from 9am)	Sit In with GP Cowley Road
10:00 - 11:00			Professional Discussion with Dr Rohit Kotnis	Shadow First Contact Physio clinic	
11:00 - 12:00			Professional Discussion with Care Home lead	Bartlemas Surgery 10:00 - 12:30	
12:00 - 13:00	Bartlemas Surgery Partners Daily Briefing 12:00 - 13:00	Shadowing Primary Care Visiting Service Team 10:00 - 18:00	Lunch 12:30 - 13:00	Bartlemas Surgery 10:00 - 12:30	Shadow Reception Cowley Road
13:00 - 14:00	Lunch 13:00 - 13:30		Lunch 12:30 - 13:00	Lunch 13:00 - 13:30	Lunch
14:00 - 15:00	Shadow LD Annual Health Check – care co-ordinator Bartlemas Surgery 13:30 - 16:00		Shadow Care Home Prescribing Clinic – PCN Pharmacist St Clements 13:00 - 17:00	Diabetic MDT meeting St Clements MS Teams 14:00 - 15:00	Shadow Paramedic Triage session Cowley Road
15:00 - 16:00	PCN Manager Catch up @TBC			Shadow Minor Surgery St Clements	Cowley Road

Approval Process Step 1:

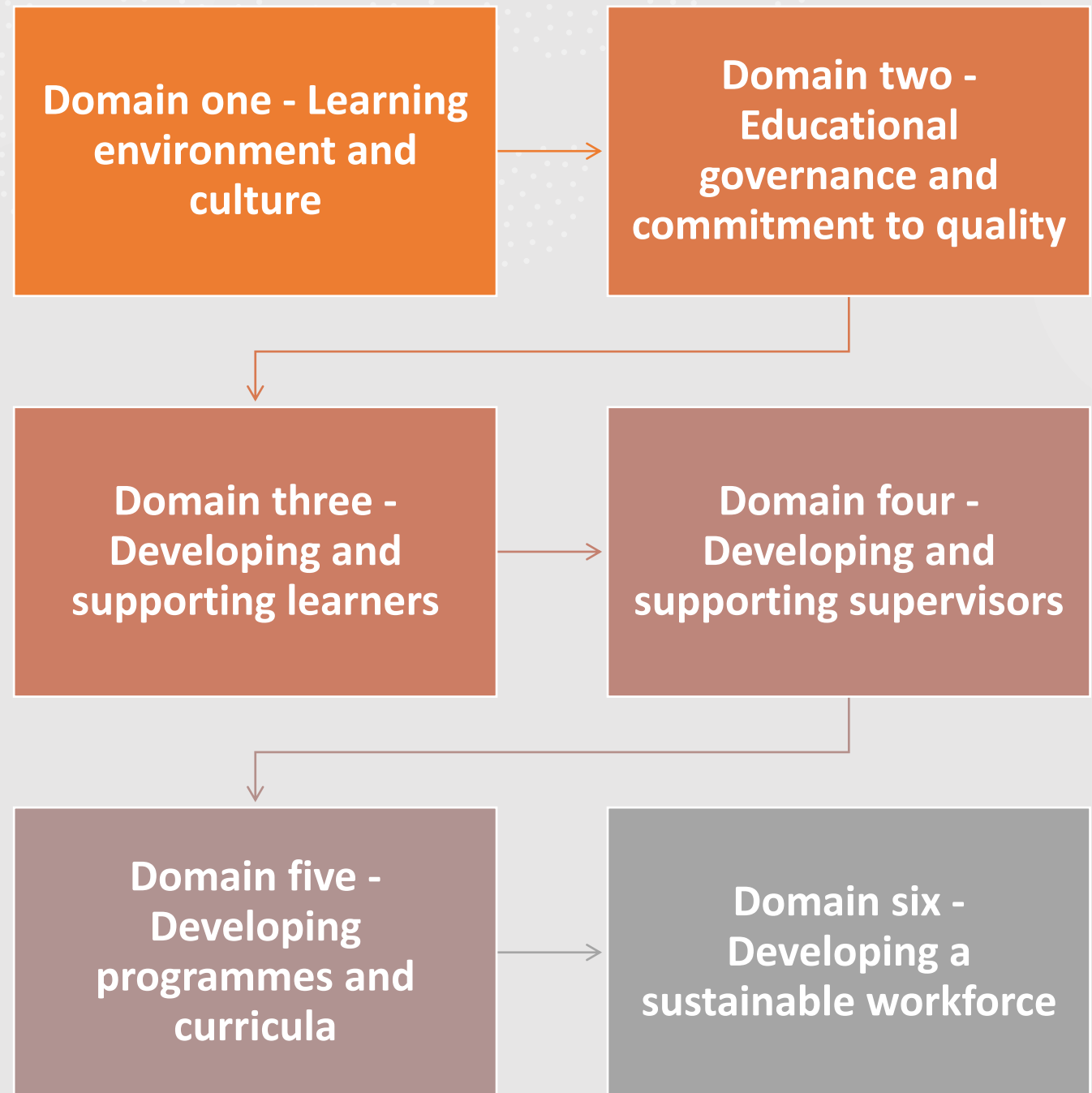
Workforce Support Leads and Lead Educator / Administrator

Pilot Placement opportunities

Practice engagement

- Prepare PCN to become a quality assured learning environment
 - Engage with Local Environment Leads
 - Start process of paperwork completion
- Ensure policies and procedures in place for QA
 - (HEE Framework)

Approvals PCN LE Form



Approval Process – Step 2

Complete the Paperwork PCN

send TVW PCN Primary Care Learning Environment approval documentation

Desk top review and recommendations
3-4 PCN's per month

1. Approved as PCN Learning Environment
2. Recommend actions and review
3. Not approved as PCN learning environment

Paperwork Completion

- Team effort:
 - Workforce Support Leads
 - PCN Administrator
 - Learning Environment Leads
 - PCN Clinical Director
 - Trainers
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- 12-18 month project with piloting to demonstrate a LE in operation

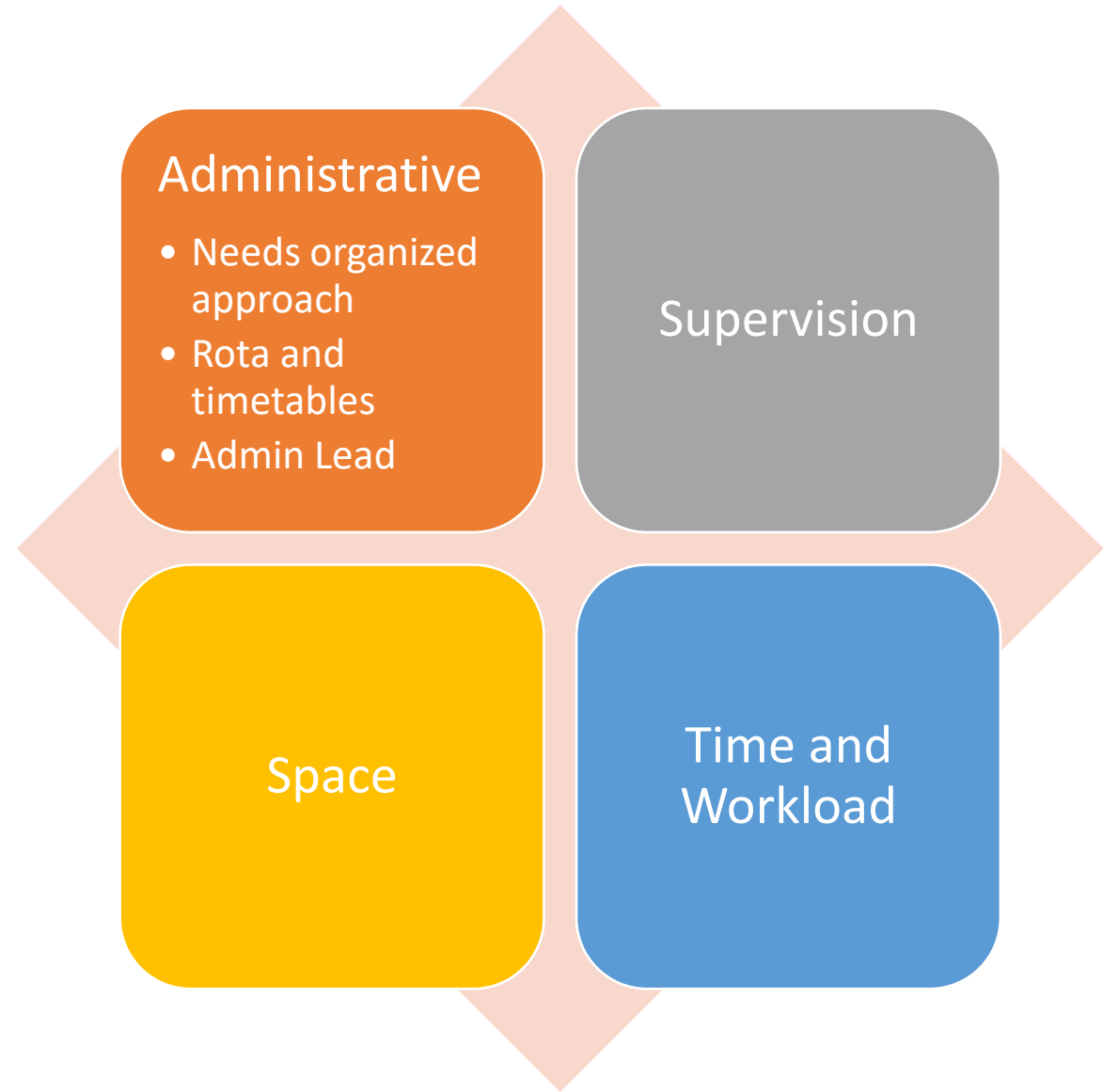
Approval Process – Post QA review

HEE Primary Care School ratification

Quarterly reporting to HEE PCS against deliverables

Placement of Learners at PCN level

Issues to Work through



Thank You

- Workshop
- Questions ?