

**Optimum Workforce Leadership,**

**Workforce Data Sheet 2019-2020**

**Quality and Market Management Team**

**Web site:**  [www.optimumwl.co.uk](http://www.optimumwl.co.uk)

**Email**: istraining@nottscc.gov.uk

**This data sheet has two purposes**. It provides contact details and location information that enable us to make sure the contact details we have for you are correct and we are able to offer you appropriate services. Please make sure both are accurate and that one is completed for each location.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **YOUR ORGANISATION CONTACT DETAILS AND DATA SHEET** | | | | | | | |
| Name of Provider Organisation – ***Where there are several locations*** |  | | | | | | |
| Name of Care Setting – ***A separate form to be completed per location*** |  | | | | | | |
| Address of Care Setting ***- Including postcode*** |  | | | | | | |
| Name of Owner/Director  Contact details | Name:  Email: Tel: | | | | | | |
| Name of Registered Manager | Name: | | | | | | |
| Contact details | Email: Tel: | | | | | | |
| Name of Training Manager | Name: | | | | | | |
| Contact details | Email: Tel: | | | | | | |
| Bank Account Details | Bank Name: | | | | | | |
|  | Account Name: | | | | | | |
|  | Account No: | | | | | | |
|  | Sort Code: | | | | | | |
| Have you completed a workforce plan in the last 12 months? |  | Have you claimed under the Workforce Development Fund in the last 12 months? | | | | |  |
| NMDS-SC Number |  | | | | | | |
| Are you contracted with | Notts CC |  | Nottm City | |  | Neither |  |
| Type of care provided - | Residential OP | |  | Residential with Nursing | | |  |
| Residential YA | |  | Care, support & Enablement | | |  |
| Homecare | |  | Supported Living | | |  |
| Micro Provider | |  | Personal Assistant | | |  |
| Number of beds (Residential only) |  | Number of service users (Homecare) | | | | |  |
| Number of full time registered nurses posts? |  | How many nurses? | | | | |  |
| Of whom (on average) how many are agency nurses? | | | | |  |
| Number of full time care worker posts? |  | How many employees | | | | |  |
| Of whom (on average) how many are agency workers? | | | | |  |

|  |  |  |
| --- | --- | --- |
| **FORECAST OF LEARNING AND DEVELOPMENT NEEDS FOR 2019-2020** | | |
| **JOB ROLE** | **LEARNING AND DEVELOPMENT REQUIRED** | **NO OF STAFF** |
| Registered managers |  |  |
| Nurses |  |  |
| Line managers and supervisors |  |  |
| Aspiring managers – for succession planning |  |  |
| Champions |  |  |
| Care workers |  |  |
| Housekeeping |  |  |
| Kitchen |  |  |
| Other |  |  |