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**Registered Managers Peer Support Network**

**Nottingham West**

**Held on:** Thursday 23rd June 2016

**At:** Queenswood Care Home, Cliffgrove Avenue

Nottingham NG9 4DP

**Attendees:**

Mark Ellerby (Chair) Meadow Lodge Residential Care Home

Glenis Burgess Queenswood Care Home

Dr Rao Eden Lodge

Chris Bailey British Red Cross

Margaret Teece Meadow Lodge

Ros Heath Landermeads

Sharon Heron The Gables

Michelle Monico The Grange Nursing Home

Claire Poole Optimum Workforce Leadership

**Welcome**

Mark as chair welcomed everybody to the meeting and encouraged their participation so they could all share and learn

**Apprenticeships and funded learning**

Mark introduced Helen and Neil from Access Training, who gave a presentation on the qualifications that they offered and how these could be funded through apprenticeships and other government funding streams. The message was that if you wish to provide learning and development opportunities for employees in all roles within the care setting, it is advisable to talk to a learning provider and explore the funding opportunities. <http://www.atem.co.uk/>

**The Workforce Development Fund**

Claire took delegates through the process of submitting a claim through the Workforce Development Fund. A link to all the process and forms on the Skills for Care website is here: <http://www.skillsforcare.org.uk/Documents/Learning-and-development/Funding/Workforce-Development-Fund/WDF-overview-leaflet-WEB.pdf>

The steps are:

* Register with a Partnership – ie Optimum
* Update NMDS-SC – this MUST happen at least once a year after 1st April
* As soon as an employee has achieved a Unit on the ‘List of Acceptable Units’ complete the relevant ‘Summary Sheet’
* Confirm with the learning provider and ask them to complete the Internal Verification information on the ‘Summary Sheet’
* Make sure all the candidate details are correct, including the Unique Learning Number
* Submit the evidence, ‘Summary Sheet’ and an ‘Employer Submission form’ to Optimum for processing.

Claire stressed the importance of distributing these funds and meeting milestones. She encouraged all care providers to contact Optimum if they needed any help or support with the process.

**News and new resources from Skills for Care**

This agenda item introduced the following initiatives from Skills for Care:

* E-News - <http://www.skillsforcare.org.uk/About/News/enews.aspx>
* The Guide to Ongoing Learning and Development in adult social care - <http://www.skillsforcare.org.uk/Learning-development/On-going-learning-and-development/On-going-learning-and-development-in-adult-social-care.aspx>
* How to access the Workforce Development Innovation Fund. <http://www.skillsforcare.org.uk/Learning-development/Funding/Workforce-Development-Innovation-Fund/Workforce-development-innovation-fund.aspx>.

This fund closed on 16th June, but is an annual funding opportunity for individual care providers. It is also accessed each year by Optimum to provide learning initiatives for members.

**Practical aspects of preventing and dealing with Falls**

Nicola Adkin, a Physiotherapist from the Eastwood Integrated Team of Health Partnerships, based at Stapleford Care Centre gave a presentation on ‘Managing Complex Falls in Care Homes’. Her presentation will be made available on the ‘Learning’ section of the Optimum Website at www.optimumwl.co.uk.

Nicola also presented the purple falls sheet that could be put in each resident’s folder with their personal details and who to contact. This will be made available on the Optimum Website in the ‘Resources and Links’ section of the Managers’ networks.

**Optimum Opportunities for Employers to engage**

**Upcoming courses** – Visit the Optimum pages for the learning programme: <http://site.nottinghamshire.gov.uk/living/business/supporting-social-care-businesses/optimum/workforceprofessionaldevelopment/meetingyourneeds/trainingprogramme/>

**Local events being run by Partner Organisations –** There was discussion around local events, including the community matrons meetings, also held at Queenswood Care Home.

**Care worker upskilling opportunities –** All care providers interested in developing their care workers to be able to take on more healthcare related tasks were invited to contact Optimum to discuss. (Ring Philomena O’Hanlon on 0115 9774895 or email on Philomena.o’hanlon@nottscc.gov.uk)

**CPD and Specialist qualifications for nurses in social care –** This is a funded scoping project for nurses working in social care to be able to access appropriate CPD and to be able to undertake a specialist post-grad nursing qualification. Employers interested in accessing this and would like to be involved in the development or reserve places on the initial cohorts should also contact Philomena as above)

**Nutrition and Dysphagia project –** This project is about to enter the focus group stage. There was a lot of interest and discussion and some employers requested their names to be added to the list as they would like to be involved or kept informed.

**Service and quality improvement project** – Claire informed the group that Optimum had put in a bid to the Workforce Development Innovation Fund to set up a project to review processes and procedures in care settings to ensure they were focused on the service user and were streamlined to be as efficient and effective as possible.

**Learning through sharing best practice**

Everyone agreed that the agenda topics had been extremely useful.

Information was shared around the Falls project.

Discussion took place about training providers and accessing learning.

There was a lot of interest in the opportunity to train existing employees as apprentices and claim funding through the Workforce Development Fund. This can be done by recording the additional costs involved in training employees such as providing backfill paying for resources and relevant courses. More information can be obtained from Optimum Workforce Leadership on 0115 9774288.

**Future meetings**

People were keen to attend future meetings and suggested September or October. They felt that Queenswood was an ideal venue and Mark agreed to continue to be chair. Mark requested that all ideas for agenda items were forwarded either to himself or to Optimum.

8th July 2016