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**Registered Managers Peer Support Network**

**Bassetlaw**

**Held on:** Wednesday 14th September 2016

**From:** 13:45 to 16:15hrs

**At:** Idle Valley, North Road, Retford, DN22 8SG

**Attendees:**

Sally Brand Ashall Care Home

Jo Watson Knights Homecare

Philomena O’Hanlon Optimum Workforce Leadership

Claire Poole Optimum Workforce Leadership

**Welcome**

Naomi, who was going to chair the meeting had had to send her apologies, so Claire welcomed everybody to the meeting and noted that there were 7 people who had not arrived. A couple had sent their apologies.

**Nurses and Healthcare Development Project**

Philomena O’Hanlon introduced herself as the Nurse Educator Consultant who has been seconded to Optimum for a 12 month period from Notts Healthcare NHS Trust. Her post has been funded by Health Education England (East Midlands) to look at 3 work streams to support the development and integration of nursing and healthcare competencies in social care settings. These 3 work streams are:

1. Post-graduate qualification for registered nurses working in social care

2. CPD opportunities for registered nurses working in social care

3. Care workers to become upskilled in healthcare related tasks to be able to meet the needs of residents as they live longer in residential homes and to support nurses in nursing homes

More information can be found on how to engage with these projects on the Optimum website on the ‘Getting involved’ pages: <http://www.nottinghamshire.gov.uk/owl/getting-involved>

Philomena also provided information on the Nursing and Healthcare conference that is being held on 17th November at the Everyday Champion’s Centre in Newark. Attendees were asked for their suggestions for the agenda, which is just being drawn together. (Please note that this date has been changed to 22nd November 2016)

Some suggestions were:

* Training for seniors in how to make clinical judgements
* Support available to care homes, residential and nursing

Information was provided on the DREEAM Physical Health Update training for registered and non-registered nurses working across health and social care: <http://site.nottinghamshire.gov.uk/living/business/supporting-social-care-businesses/optimum/workforceprofessionaldevelopment/meetingyourneeds/trainingprogramme/?entryid171=603224>

**Workplace Pensions – New requirements**

There was a discussion on workplace pensions and whether people around the room were aware of their ‘staging date’. Managers shared information about what they were already aware of and how it was progressing. Handouts were provided from the Department of Health Website and relevant links: <https://www.gov.uk/workplace-pensions-employers>

**Optimum Opportunities for Employers to engage:**

**Workforce Development Fund (WDF) -** Claire reminded the meeting about the WDF and how they could claim back funds for employees who achieve successfully completed units of health and social care qualifications. The current milestone is due on 30th September when 30% of the fund should have been allocated. Claims currently stand at 10% and if the 30% is not met at this time, some of the £114k may be taken away from Optimum as the Nottinghamshire Partnership. More information can be obtained from: <http://www.skillsforcare.org.uk/Learning-development/Funding/Workforce-Development-Fund/Workforce-Development-Fund.aspx>

**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/>

The main courses available at the moment through Optimum are the competence frameworks. The Medicines Management 4 day person-centred competence framework to develop your own Trainer Assessor is scheduled to start on 11th October at the Nottinghamshire Business Venture Enterprise Centre. Margaret said that she wanted some places on this course. (Halima has sent the booking form to her).

**Nutrition and Dysphagia project –** This project is now at the pilot stage and this will take place in October and be evaluated in January. It will then be reviewed and rolled out during February 2017. The pilot is now full and comprises people who have participated in the focus groups and design. The course in February will be advertised and will still be heavily subsidised. 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.

**Care2Change quality improvement project** – The service improvement bid to the Workforce Development Innovation Fund had been successful and the launch event is due to take place on 6th October at The Towers in Mansfield. People who are interested can learn more about how to get involved in the project at: <http://www.nottinghamshire.gov.uk/owl/getting-involved>

**Sustainability Transformation Plan 2016** – This is an initiative being led by Health Education England (HEE) and is seeking to redesign services within a geographical footprint to ensure better integration. Claire suggested that registered managers may like to get involved and have their say. There was some interest and the meeting was made aware that they would be receiving an invitation, from HEE via Optimum, to an event within the next couple of months.

**Mental Health Awareness Workshop** – Halima introduced the workshop that she is planning and asked for input. This half-day workshop will be held at the end of October 2016 and will be advertised through the membership mail outs and the learning event schedule:

<http://site.nottinghamshire.gov.uk/living/business/supporting-social-care-businesses/optimum/workforceprofessionaldevelopment/meetingyourneeds/trainingprogramme/>

**Learning through sharing**

**Care Certificate and induction –** Both care providers discussed the issues in recruiting and inducting staff. The ongoing recruitment of staff means that a lot of time is being taken up in inducting staff both into the organisation and to meet the requirements of the Care Certificate. Between the two employers they had a wealth of experience in training and they discussed how they currently ensure that their new staff are safe to work with clients and meet the needs of the 15 standards of the Care Certificate. The discussion continued to outline what would be their preferred way of meeting these requirements. The outcome was that they would like to be able to access a collaboratively agreed off the job course with a consistent structure and a good quality of learning that provided the appropriate level of knowledge and understanding.

The opportunity to access this learning away from the workplace at the beginning of their employment would mean it could be conducted without interruption and if commissioned through a local authority partnership of stakeholders, would be quality assured. It was felt this could be a 3 to 5 day course. Claire agreed that Optimum could look into what this could look like. Jo mentioned a scheme that used to be run by Sheffield local authority and Claire agreed to follow this up with Sheffield and Skills for Care as most of the tools and resources are available on the Skills for Care website.

**Living Wage for homecare employees** – there was discussion around the introduction of the living wage and how this should be calculated for homecare staff and travelling time.

**Date and agenda items for next meeting**

The next meeting is scheduled for Wednesday 1st February at Idle Valley Nature Reserve. Claire agreed to contact Naomi to see whether she would like to continue to act as Chair and collect ideas for the agenda. It was agreed that the Care Certificate and induction training should be included.

CP

30th September 2016