

# Cheshire and Mersey Streamlining News

Welcome to our March edition of Streamlining News for Cheshire and Mersey.

## C&M WORKSTREAM UPDATES

### Training Workstream

**Next Meeting 16th April 2018**

Work is continuing in trusts to reduce compliant training from Induction, with processes being mapped from those who have already managed to do so to allow those who are yet to, to do so more swiftly.

Refresher Periods are being tracked and where not yet fully aligned, trusts are encouraged to consider aligning as this can save time and make the transfer of competencies via the IAT process more efficient.

C&M representatives fed into the recent North West IAT workshop to put forward development requests to ESR.

We are pleased to welcome Melissa Swindell, HRD from Alder Hey, as Executive Sponsor for this workstream.

### Recruitment Workstream

**Next meeting 3rd April 2018**

Work is well underway to capture learns from trusts advanced in Values Based Recruitment to assist those who have yet to implement it.

We are awaiting feedback from the National Ops group on Time to Hire before looking at this further.

The C&M group fed into the North West IAT workshop held at the end of February and development requests from this will be taken forward to ESR for consideration.

We will soon be confirming the Executive Sponsor for this workstream.

### Medical Staffing Workstream

**Next meeting 9th May 2018**

The Acting Down Policy has been released to trusts for review before being taken to internal governance processes.

The group have a template for the Rapid Induction process and each trust will complete information relevant to their trust for each section.

Work is ongoing to the Trust Dr Ts & Cs before going to the BMA for review.

### PREP Workstream

**Next meeting 18th April 2018**

The PREP workstream has made great progress and have either completed or are in the final completion stage of all tasks set at the start of this year.

We would like to thank Jenny Grant from Clatterbridge Cancer Centre for leading this group for the last year and look forward to welcoming a new lead for this group.

We are pleased to welcome Debbie Herring, HRD from Royal Liverpool & Broadgreen University Hospitals, as Executive Sponsor for this workstream.

### Systems Workstream

**Next conference call 22nd March—T&F only**

Task & Finish (T&F) groups set up to scope a standardised approach to registration authority and a minimum specification for core HR transactions.

We would like to thank Steve Gregg-Rowbury from Countess of Chester for leading this group for the last year and welcome Joanne Powell from St Helens and Knowsley who has taken on the role of lead.

### Occupational Health Workstream

**Next Meeting 13th April 2018**

This group have made great progress and have identified milestones over and above those agreed at the start of the year to focus on. Work has started in reviewing the Management Referral process.

The C&M group fed into the North West IAT workshop held at the end of February and heard about the bi-directional trial being carried out with the eOPAS system.

### Other News

We held another joint Trade Union/Streamlining meeting in February and we are pleased to announce that we will soon have Trade Unions colleagues aligned to each workstream group to ensure we have further Trade Union engagement with the Streamlining programme.

# PROGRAMME UPDATES

## Programme ARRANGEMENTS 2018/19 (YEAR 3)

We are pleased to announce funding has now been confirmed for year 3 of the programme and the current Programme Office arrangements and team will be maintained during this year. This means there will be consistency of support for each of the STP areas and transition from year 2 to 3 is happening seamlessly.

In year 3 the strategic focus of the programme will be on moving towards sustainability for streamlining activity.

Sharing successes and learning across the 3 areas of the North West will continue to be facilitated by the programme throughout the year and the programme will continue to influence and drive the agenda nationally, via membership of the National Streamlining Operational and Steering Groups.

## STRATEGIC PROGRAMME BOARD UPDATE

The Programme Board met on Monday 5th March 2018. Members considered the following 3 areas for each STP and for the overall North West/National:

- ✦ Achievements for year 2
- ✦ Current Risks & Issues
- ✦ Strategic Direction and Priorities for year 3

This information, along with more detailed information on benefits - collected from the benefits calculators, will be shared in the next Streamlining Bonus Edition in April 18.

## YEAR 3 PRIORITIES AND DELIVERABLES

Engagement has taken place between January and March via Trust Implementation Groups, Streamlining Workstream Meetings and a survey of our stakeholders, the results of which are in the above 'wordcloud'. The Programme team are working with streamlining leads to review the milestones for year 3, to ensure they are still relevant, achievable and focusing on the highest level priority areas.



## NATIONAL STREAMLINING UPDATE

The North West Streamlining Programme has led on a national piece of work for NHS Improvement to pull together a requirements report on how the Inter Authority Transfer (IAT) could be improved by ESR, to better aid streamlining and the smooth transfer of information on staff moving between NHS employers. A survey of users' feedback was undertaken in January/February, and a workshop was held to really drill down to the detail of the requirements on 26<sup>th</sup> February in the North West, followed by a National IAT Development workshop on 8<sup>th</sup> March 2018. Both workshops went well and the programme received very positive levels of engagement and feedback from those involved.



The outcomes of the workshops will be presented by the North West Programme Manager to Paul Spooner, ESR Programme Director, at the National Steering Group on 13<sup>th</sup> March 2018. The final requirements paper will be supplied to him by 31<sup>st</sup> March 2018, so he can consider feasibility and timescales for any enhancements to be taken forward. More information on the enhancements and their impact will be shared in the next update.

The National Streamlining Steering Group will meet on 13<sup>th</sup> March 2018. As well as the IAT Enhancement feedback, the agenda includes an item to develop a national streamlining response to be submitted to the draft Workforces Strategy consultation, consideration options for greater portability of the DBS via the DBS update service and engagement with CQC on what assessors can expect from an organisation who is engaged in and complying with the principles of a streamlining programme. An update from the meeting will be included in the next briefing.

## Workstream updates from Greater Manchester

TRAINING	POLICY ALIGNMENT	RECRUITMENT	OCCUPATIONAL HEALTH
<p>As GM Trusts all currently use different training packages to deliver against the Core Skills Training Framework (CSTF), Assurance Workshops have been taking place for the Subject Matter Experts to review their current core skills training against the CSTF learning outcomes to seek and provide assurance across the GM patch. The final Workshop has now taken place, but a mop up sessions will be required where GM Trusts have been unable to attend.</p> <p>Refresher Periods (RPs) have been collated for all GM trusts and where not yet fully aligned to the National or locally agreed RPs, trusts are encouraged to consider aligning as this can save time and make the transfer of competencies via IAT process more efficient.</p> <p>The 3 task and finish groups - Dementia, Care Certificate &amp; PMVA—are continuing to work towards the agreed Y2 milestones.</p>	<p>The Policy Alignment Workstream members last met in February 2018. The draft secondment policy has been shared with the workstream members and feedback will be received at the next meeting. The probation policy is in draft format and the draft is being finalised by the task and finish group responsible for this policy. This will then be shared with the wider group for discussion in due course. The mandatory training and induction policy is still being drafted. Once finalised, these will then be recommended policies for use in GM Trusts.</p> <p>The members of the Policy Group have now submitted their application for the HPMA Awards, to demonstrate the excellent partnership working that this group has undertaken and continues to undertake.</p>	<p>The workstream members last met in February 2018. The group discussed progress against the GM milestones, looking ahead to year 3, and provided ideas and suggestions for potential new milestones.</p> <p>Further enhancements have been suggested across the NW for improving FRs via IAT, and these were discussed in detail at the NW IAT Enhancement Workshop on 26th February as well as at the National IAT Enhancement Workshop on 8th March. There was GM presence at both workshops.</p>	<p>Due to the change to the milestones for the GM OH workstream, there have not been any workstream meetings. The next meeting will be NW OH Steering Group with the Area Leads.</p> <p>The GM focus is now solely on scoping the procurement of a single OH system for GM. The PMO are in the process of liaising with key stakeholders and identifying an appropriate Lead for this piece of work.</p> <p>Stockport NHS Foundation Trust, alongside e-Opas and ESR colleagues, attended the IAT Enhancement Workshops both regionally and nationally throughout February and March to present on the work they have undertaken in relation to developing a bi-directional interface for the purposes of transferring immunisation and vaccination information via IAT. It was very well received.</p>

## Workstream updates from Cumbria and Lancashire

Core and Essential Skills	POLICY ALIGNMENT	RECRUITMENT	OCCUPATIONAL HEALTH
<p>Support provided by the PMO in using the Dataload tool means we now have 6/7 trusts sharing training information across the patch. Plans are in place to support the final trust to align before March '18. Those that have been sharing and using the information to reduce training on induction, have provided, or are in the process of providing, figures to show the actual time/cost savings; one trust has reported an approximate £3,000 saving in the first 6 months following implementation. This is expected to increase further as the process embeds.</p> <p>The offer of statutory and mandatory training to new starters before start date is still being scoped.</p> <p>Priorities for year 3 are being established.</p>	<p>As a result of the factual references trial and subsequent change in practice, policies will need to reflect. This is to be fed into year 3 plans where required and not already complete. The Streamlining PMO is also in liaison with representatives from the training workstream in relation to policy updates required, as training information is now being shared across all trusts with the exception of one. However plans to achieve this in-year are in place with no reported risks.</p> <p>Review of Performance Policies continues.</p> <p>The policy milestones agreed to in year 2 are likely to be continued into year 3 and discussion around further requirements in year 3 are in progress.</p>	<p>The Factual References trial has now come to an end, in Lancashire Teaching Hospitals NHS Foundation Trust, East Lancashire Hospitals NHS Trust and Cumbria Partnership NHS Foundation Trust. As a result, the factual reference is currently being implemented in all trusts in the area using their current systems Trac and NHS jobs with an expected end date of 30/03/18.</p> <p>Plans for year 3 of the programme are being established.</p>	<p>The Streamlining PMO is hoping to arrange a meeting early in the year, to consult with leads in the area, on clinical consistency and a minimum data set for the sharing of occupational health information, namely immunisation and vaccination data/status for staff. Leads will be contacted to confirm the first meeting date in relation to year 3 plans.</p>

For more information visit our website:

<http://www.workforcestreamliningnw.co.uk>

Alternatively contact the NW Workforce Streamlining Team: [streamlining.nw@nhs.net](mailto:streamlining.nw@nhs.net)

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