

CAPITAL **midwife**

**Preceptorship Programme
Framework
2019**

CapitalMidwife is jointly sponsored by Health Education England, NHS England and NHS Improvement

Every London Midwife is a CapitalMidwife

Welcome to the CapitalMidwife Pan-London Preceptorship Programme Framework.

CapitalMidwife is committed to ensuring that every midwife in London is valued, respected, listened to and supported to reach their full potential.

This framework is one of several resources developed by midwives through CapitalMidwife for you, to ensure you are provided with support and guidance throughout your career.

What is it?

This framework provides standardised guidance on the key elements and expectations of a good preceptorship, and suggests outcome measures to ensure that the preceptorship meets newly qualified midwives' needs, and underpins the delivery of high-quality care.

How was it developed?

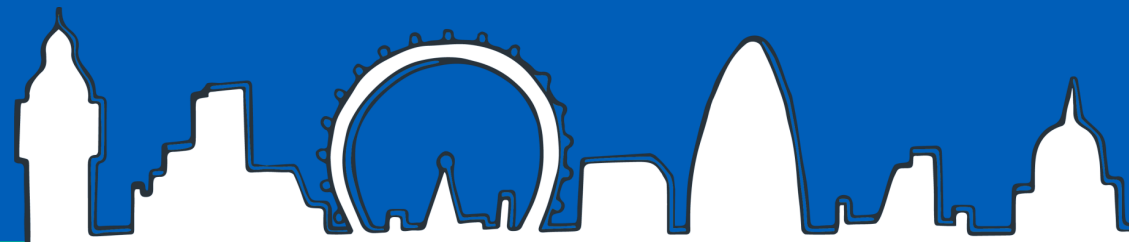
This framework has been informed by best practice examples and the experience of student midwives and midwives across London Trusts, as well as existing guidance and research provided by the Department of Health and CapitalNurse. It will be reviewed in 2020 to ensure alignment with changing Nursing and Midwifery Council guidance and reflect feedback from its first year.

Who is it for?

This is a resource for newly qualified midwives and for preceptors, as well as those in the Capital's Maternity Services who have responsibility for managing and developing the workforce (and with enough flexibility to also be applicable to newly registered midwives and return-to-practice midwives).

Why is it needed?

This framework provides a pan-London standardised support offer to all newly qualified midwives. They can be assured that no matter where they start their career as a midwife in the capital, they will receive the opportunities and support they need during the challenging transition from student to newly qualified midwife.



Section 1: Roles & Responsibilities within the Capital Midwife Preceptorship Framework

Newly qualified Midwife / Preceptee

Responsible for making the most of the preceptorship programme by engaging in all training and support opportunities by:

- ✓ Applying and developing the knowledge, skills and values already learned
- ✓ Developing specific competencies that relate to the preceptee's role
- ✓ Accessing support in embedding the values and expectations of the profession
- ✓ Co-developing a personalised programme of development that includes post-registration learning,
- ✓ Participating in regular meetings and time to reflect on practice and receive constructive feedback
- ✓ Taking responsibility for individual learning and development by learning how to 'manage self'
- ✓ Continuing life-long learning
- ✓ Enabling the embracement of the principles of the NMC Code

Preceptor

Responsibility to develop and support others professionally to achieve potential by:

- ✓ Providing a conduit to formalise and demonstrate continued professional development
- ✓ Discussing individual practice and provide feedback
- ✓ Sharing individual knowledge and experience
- ✓ Demonstrating insight and empathy with the newly qualified midwife during the transition phase
- ✓ Acting as an exemplary role model
- ✓ Ensuring adequate time and preparation for the role
- ✓ Embracing the principles of the NMC Code
- ✓ Drawing on their own experience of the CapitalMidwife preceptorship framework or from having been qualified for at least two years (or one year where appropriate)

Preceptor Lead

Responsible for overseeing the preceptorship programme including:

- ✓ Identifying preceptors, knowing who they are and providing appropriate level of preparation and support
- ✓ Identifying all newly qualified midwives requiring preceptorship and others for whom preceptorship is deemed beneficial
- ✓ Monitoring and tracking completion rates for all preceptees
- ✓ Performing regular checks that the preceptor / preceptee relationship is working satisfactorily
- ✓ Identifying any development / support needs of preceptors or preceptees
- ✓ Measuring the effectiveness and impact of preceptorship programmes on retention and staff engagement

Employer

Meet CapitalMidwife preceptorship standards, by:

- ✓ Providing a process to be quality assured
- ✓ Promoting and encouraging an open, honest and transparent culture among staff
- ✓ Ensuring the provision of adequate protected time for the preceptor role
- ✓ Supporting the delivery of high-quality efficient healthcare
- ✓ Demonstrating the employer's delivery of the NHS Constitution and other key policies
- ✓ Indicating the employer's commitment to learning and retaining and investing in their workforce
- ✓ Monitoring the programmes and measuring success against key performance indicators

Section 2: Minimum requirements of the CapitalMidwife Preceptorship Framework

The below minimum requirements reflect practical elements expected in a standard preceptorship programme. However, there is flexibility in the ways these are delivered as we acknowledge this may take place in a variety of ways.

◆ **Key:** Minimum recommended activity milestone

Midwife Name	Minimum 12 month programme for newly qualified midwives WTE											
	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12
Support	Agree needs	Check-in	1-2-1 quarterly meetings with preceptor									Final appraisal
	Twice yearly restorative clinical supervision with PMA											
	Support groups (e.g. team, peer or buddies face to face or digitally)											
Allocated time	Minimum x2 rotations in Intrapartum care (6 months) and In house (6 months), with one week (or equivalent) supernumerary at the start of each rotation											
	Rotation 1						Rotation 2					
On-going learning	Individual self-reflection opportunities (preceptee-led)											
	Annual mandatory training (including MDT)											
	Introduction to the CapitalMidwife Skills Passport											
Evaluation	Entry survey	Processes in place to facilitate reflection and feedback on preceptorship experience										Exit survey

Considerations:

- **Support** is the first item of the framework to reflect its importance. The first preceptor meeting should ideally take place within the first week and agree the elements of the preceptorship programme **per preceptee needs**.
- **A minimum of two rotations are required as suggested above**. However, we understand rotations can take place in different formats or lengths, and so should reflect the needs of the preceptee.
- **Working within and exposure to continuity of carer models** should be included within the preceptorship year.

Section 3: CapitalMidwife Preceptorship Quality Standards

Quality Standard	
1	Evidence of CapitalMidwife preceptorship policy in place, which includes a minimum 1 year preceptorship period commencing at band 5
2	CapitalMidwife preceptorship lead in post or designated senior manager at band 7 or above
3	Preceptorship lead has evidence of monitoring new registrants progress and completion, alongside organisational compliance with CapitalMidwife framework
4	Every preceptor will have completed the CapitalMidwife preceptorship framework themselves or have been qualified for a minimum of two years (or one year where appropriate)
5	Register of current preceptors to demonstrate capacity to support preceptees
6	Evidence that demonstrates programme structure meets CapitalMidwife minimum requirements
7	Preceptor allocated to newly qualified midwife within one week of starting in post and met within one month (or equivalent)
8	Protected time should be evidenced for both the preceptor and the preceptee, which should be supported by the employer
9	Self-evaluation process in place

Outcome measures and evaluation guidelines will be provided in March 2020 following feedback from its first year of use. This will ensure standards are appropriate and measurable, and will inform the implementation of the **CapitalMidwife quality mark**.

More resources and support to come!

We are delighted to share with you the first CapitalMidwife products, which are now available for you to use to complement your ongoing work and further support the midwives at your organisation.

We would like to invite you to champion using these products. You can do so by sharing them with relevant team members, and providing feedback on any barriers or questions you encounter, and letting us know how the CapitalMidwife team can best support you and your team now and in the future (e.g. additional resources).

What more is being planned?

Please visit the CapitalMidwife website for more information and to access upcoming content including:

- Templates
- Inspirational case studies and models
- CapitalMidwife quality mark and assessment guidance

Useful resources:

- **Revalidation:** You can find all relevant and useful information, including examples and templates at [revalidation.nmc.org.uk](https://www.nmc.org.uk/revalidation)
- **Practicing as a midwife in the UK:** <https://www.nmc.org.uk/globalassets/sitedocuments/nmc-publications/practising-as-a-midwife-in-the-uk.pdf>

CapitalMidwife Programme Leads:

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Version information: V1 March 2019 (due for review in March 2020)

Governance:

This and future versions will be signed-off by the CapitalMidwife Task & Finish Group, CapitalMidwife Steering Group and the CapitalNurse programme board.

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Have a question, feedback or content to share?

Please get in touch! We do welcome your feedback, ideas and recommendations which can be provided at england.capitalmidwife@nhs.net

You can also visit the CapitalMidwife website for more information and resources:

<https://www.hee.nhs.uk/our-work/capitalmidwife>

