**Trainee Nursing Associates in Primary Care Pathway**

**The pathway below shows the steps to employ Trainee Nursing Associate (TNA) in Primary Care**

Hiring TNAs into the PCN will enable the nursing workforce to focus on more specialist nursing skills such as urgent care, minor illness and patients living with complex long-term conditions. This role sits within a nursing career pathway and improves retention of the primary care nursing workforce by providing progression and development opportunities.

***\*Please note this is an example pathway, these steps may occur in a different order depending on the practice and people involved.***

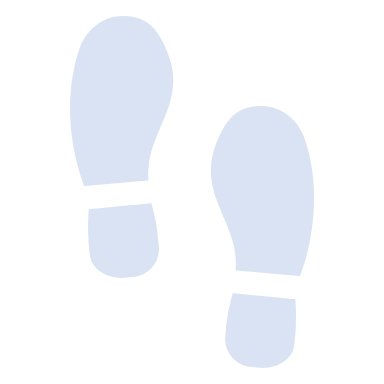
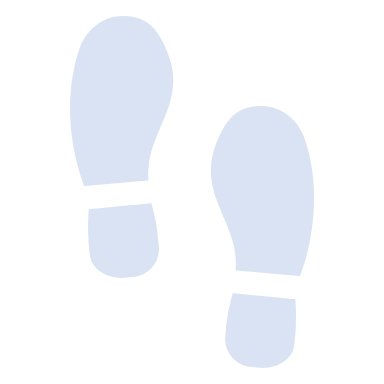
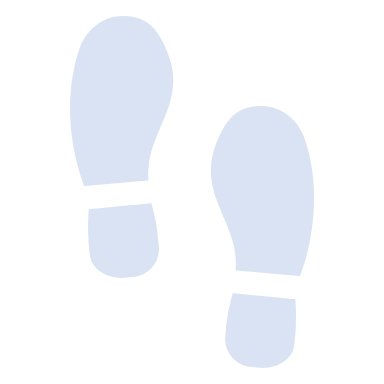
**Step 3**

**Entry criteria**

Potential TNAs must have numeracy and literacy at grade C or above (or functional skills Level 2) before they can start the TNA training programme. These qualifications must be evidenced with certificates.

**There will also be additional entry criteria specific to the training provider you select, make sure you speak to them about their entry criteria.**

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**Step 8**

**Start!**

The learner starts the TNA training programme.

The PCN claims ARRS funding.

On starting the training programme the HEE training funding support is paid to the practice.

**Step 7**

**Set up an Apprenticeship Digital Account**

To access apprenticeship levy funding you need to set up [Apprenticeship Digital Account (DAS).](https://accounts.manage-apprenticeships.service.gov.uk/service/index?) This enables the training provider to be paid the training programme costs from the apprenticeship levy.

**Step 6**

**Access Apprenticeship Levy**

[Apprenticeship Levy](https://help.apprenticeships.education.gov.uk/hc/en-gb/articles/360011550760-How-to-reserve-funding) funds of the cost of the Nursing Associate training programme.

You can access apprenticeship levy via either a [levy transfer](https://www.gov.uk/guidance/receive-a-levy-transfer-from-another-business-to-fund-an-apprenticeship) or a [reservation](https://help.apprenticeships.education.gov.uk/hc/en-gb/articles/360011550760-How-to-reserve-funding).

**Your regional** [**Apprenticeship Relationship Manager**](https://haso.skillsforhealth.org.uk/news/health-education-england-relationship-managers-meet-the-team/) **can support you to understand your options.**

**Step 5**

**Access funding support**

Practices who employ a TNA could be eligible for [HEE training funding](https://www.hee.nhs.uk/our-work/nursing-associates/training-nursing-associates) support of £4,000 per year for to use flexibly to support the TNA, for example, supervision support for the TNA.

The PCN would also be able to access the [Additional Roles Reimbursement Scheme (ARRS](https://www.england.nhs.uk/gp/expanding-our-workforce/)) to cover the TNA’s salary. **NB. The NA role is also reimbursed via the ARRS.**

**Step 1**

**Benefits of the TNA role**

Trainee Nursing Associates and [Nursing Associates](https://www.healthcareers.nhs.uk/explore-roles/nursing/roles-nursing/nursing-associate) can help to create a sustainable nursing career pathway in a PCN.

**Find out more about the Nursing Associate role** [**HERE**](https://www.hee.nhs.uk/our-work/nursing-associates)

**Step 4**

**Find an education provider**

You will need to identify an education provider. The education provider will be able to jointly interview your potential TNA with you to ensure they meet all the entry requirements.

**Your regional** [**HEE Nursing Associate Lead**](mailto:tnaenquiries.national@hee.nhs.uk) **can signpost you to training providers in your area.**

**Step 2**

**Find out more**

The TNA training programme is a 2-year programme and contains both practical and academic elements. At the end of the programme the NA can register with the Nursing and Midwifery Council (NMC).

**For information about the course and placement requirements you can approach your** [**local HEE nursing associate team**](mailto:tnaenquiries.national@hee.nhs.uk) **or** [**Training Hub**](https://www.hee.nhs.uk/our-work/training-hubs)

**Finding an Apprentice**

Emma identifies Dawn who is a Healthcare Assistant in the Practice, who wants to progress in her career with the practice.

**Entry Criteria**

Emma checks that Dawn meets all the entry requirements for the apprenticeship by using the HEE checklist.