

**NORTHUMBERLAND, TYNE AND WEAR NHS FOUNDATION TRUST**

**BOARD OF DIRECTORS' MEETING**

**Meeting Date:** 27 May 2015

**Title and Author of Paper:** Workforce Directorate Quarterly Update

**Paper for Debate, Decision or Information:** For Information

**Key Points to Note:**

This is the first Workforce Directorate quarterly report outlining some of the key work and developments within the Directorate. Includes updates on:

1. Medical Departments Re-organisation
2. NTW Psychiatry Awards – 25 April 2015
3. Medical Education Annual Conference
4. Medical Education Annual Quality Visit - 25 March 2015
5. Royal College Of Psychiatrist International Congress – 29 June–2 July 2015
6. Edgecombe – Values Based Recruitment
7. New Induction Programme for Consultants
8. HR Helpdesk
9. Vocational Training Ofsted Inspection
10. Central Recruitment Update
11. NHS Employers E&D Partner Status for 2015/16
12. CIPD Awards

**Outcome required:** For Information.

**Workforce Directorate Quarterly Report**

**May 2015**

**1. Medical Departments Re-organisation**

As part of the recent Workforce and OD Directorate changes medical education, performance and staffing teams have come together and have been renamed Medical Education, Development and Workforce team. Amanda Venner has been appointed as the medical workforce manager. Amanda will work closely with Mary Jane Tacchi and Bruce Owen and it is anticipated that these changes will help provide a more streamlined support service for medical managers and medical staff.

**2. NTW Psychiatry Awards – 25 April 2015**

The NTW Psychiatry awards took place on 25 April 2015. It was a fantastic night and the winners were announced as:

Core Trainee of the Year

Anne Fetherston. Currently working at Ravenswood Clinic

Foundation Trainee of the Year

Katherine Rudd. Currently working at Berwick Medical Centre

Higher Trainee of the Year

Joanne Parry. Currently working at Tees Eske and Wear Valley

Trainer of the Year

Niraj Ahuja. Currently working at the Oxford Centre, North Tyneside West CMHT.

Well done to all!!

**3. Medical Education Annual Conference**

The Medical Education Annual Conference was held on Tuesday 21 April 2015 in the Jubilee Theatre, St Nicholas Hospital. The Conference was a CPD event aimed at Educational Supervisors and/or any Consultant or Higher Trainee in an Undergraduate or Postgraduate teaching or assessment role.

Morning content included updates on Undergraduate, Foundation, Trainer Revalidation and Appraisal. Afternoon content included a choice of workshops: Getting the most from your Peer Review, Improving Undergraduate Clinical Teacher Practice and Supporting Trainees undertaking Research.

Feedback from the event has been very positive.

#### **4. Medical Education Annual Quality Visit - 25 March 2015**

Each year the Medical Education Department hosts an Annual Deanery Quality Meeting. This is linked to the Trust's education and training contract with HENE and following submission of an annual report outlining how the Trust meets or aims to meet GMC standards including any relevant action plan. This year HENE introduced a new agenda item, "showcasing" which allowed the Trust to showcase new developments within medical education. Developments showcased were:

1. Higher Trainee and GP Development by Dr Mary Jane Tacchi, Deputy Medical Director (Revalidation)
2. Simulation Training for Emergency Psychiatry by Dr Joanne Parry, Higher Trainee
3. Simulation Training for Mental Health Tribunals by Dr Oluyemi Adekunle, Higher Trainee

These items were extremely well received by the visiting panel.

#### **5. Royal College of Psychiatrist International Congress – 29 June–2 July 2015**

The Trust will be attending the Royal College Of Psychiatrist International Congress for the third consecutive year (held at the SECC, Birmingham). The Trust will use the congress to raise the profile of NTW and benchmark against other Trusts. Furthermore, we plan to use this opportunity as a recruitment drive to target areas such as CYPSS and Working Age Adults.

#### **6. Edgecombe – Values Based Recruitment**

The Trust has formed a partnership with Edgecombe to adopt a new approach to Consultant Recruitment using values based interviews. Edgecombe is helping us to develop a validated, robust, defensible and cost-effective process for appointing Consultants, which adheres to the principles of best practice in selection and assessment. The process is tailored to meet both NTW needs as well as the needs of the chosen specialty. We have undertaken the preparatory work to ensure the values of NTW are explored during the interview process.

All staff who plan to sit on Consultant interview panels in the future will need to complete the training. This will be facilitated by Dr Jenny King, Occupational Psychologist and is one day in duration. To date, this training has been well received. Workshops are being arranged throughout 2015 for Group Medical Directors, Group Directors, Clinical Directors, Lead Consultants, relevant HR Staff and non medical staff. Each workshop will train a maximum of 9 individuals.

## **7. New Induction Programme for Consultants**

A new comprehensive 4 day induction programme has been developed, which will be piloted at the beginning of June 2015 (alongside the implementation of Values Based Recruitment), initially occurring every six months. The programme plans to showcase seminars such as *Expectations, Strategic Objectives and Visions; Values & Working in NTW; Transformation within NTW; Roles of New Consultants Working With Medical Managers etc.* The aim of developing and implementing a new programme is to embed what is expected from NTW Medical staff from the commencement of employment and what individuals can expect from us as an organisation.

## **8. HR Helpdesk**

An HR helpdesk was introduced on 20 April 2015. It aims to ensure that there is quick and efficient service to answer queries relating to a range of workforce areas. It will be in service between the hours of 8.30 am and 5.00 pm Monday to Friday. Opening hours will be reviewed in light of the ongoing Corporate Services review.

## **9. Vocational Training Ofsted Inspection**

On week commencing 16 March 2015, Ofsted carried out an inspection of the regional vocational training contract. They were based at HENE but visited Trusts across the region. They came to NTW for 2 ½ days, during which time they observed training, spoke to learners, trainers and the programme lead for Vocational Training (Annette Connor).

Purpose/Goal of Ofsted: “to achieve excellence in education & skills for learners of all ages; to help providers to improve, monitor ongoing progress of providers and share with them best practice when we find it.”

Ofsted use a 4 point grading system and because NTW draw down Skills Funding Agency money to fund qualifications we are required to hold either a grade 1 (Outstanding) or a grade 2 (Good). The feedback from the inspection was overwhelmingly positive and a Grade 2 was awarded for each of the areas reviewed.

## **10. Central Recruitment Update**

In March, members of the workforce team presented at the sixth and final NHS Employers Workshop on Values Based Recruitment in Leeds. They presented on the journey that NTW has taken in its first year of introducing and running centralised values based recruitment. The presentation was received positively by the large number of Trusts present with questions around our processes and how we plan to develop further.

The month of April saw the seventh and largest campaign for Central Recruitment take place for all nursing posts from Healthcare Assistants (Band 2) through to Clinical Nurse Leads/Community Psychiatric Nurses (Band 6). Assessments took place week commencing 27 April and took six days to interview and observe over 500 candidates. Over 200 candidates were successful.

There is an evaluation day arranged for early June to review the first seven campaigns and aims to look at a range of areas including the quality of candidates and the processes in place.

## **11. NHS Employers E&D Partner Status for 2015/16**

The Trust has been named as one of 25 organisations awarded NHS Employers E&D Partner status. Being a partner gives us the following:

- Increased profile of the Trust at network events, conferences and through the NHS Employers website and communications.
- Advice, guidance and assistance from NHS Employers in meeting the minimum requirements of the Equality Act 2010.
- Free access to training, development, coaching and mentoring for the Partner lead person on the use of the tools within the programme.
- Opportunities to discuss, network and test out new concepts within the safe environment of Partner meetings.
- Opportunity to influence national policy direction.
- In some cases, indirect benefits of NHS Employers' membership of national forums, such as the Employers Network for Equality and Inclusion, in terms of reduced rates.

## **12. CIPD Awards**

The Trust has been shortlisted for the Diversity and Inclusion in the Workplace Award for our work on Dementia Friends. The winners will be awarded at a black tie event at the Hilton Hotel on Thursday 11 June 2015. Good luck to all involved.

**Lynne Shaw**  
**Deputy Director of Workforce and OD**  
**18 May 2015**