

**Equivalence Funding Application Form for NHS Wales Healthcare Scientists and Support Staff**

**2021-2022**





**Contents**

|  |  |
| --- | --- |
| Page No |  |
| 3 | [Introduction](#introduction) |
|  |  |
| 3 | [Allocation criteria](#allocation) |
|  |  |
| 4 | [Time Scales](#Timescale) |
|  |  |
| 5 | [Proposal Process](#proposal) |
|  |  |
| 6 | [HEIW Assessment of Proposal](#HEIW) |



1. **Introduction**

HEIW Commissions and funds education to support the development of the healthcare science (HCS) workforce. There are several core funding streams which support individuals to achieve registration with the professional bodies and/or regulatory status with the HCPC.

* Practitioner Training programmes (PTP)
* Scientist Training Programmes (STP)
* Higher Specialist Scientific Training (HSST)

Whilst this education funding is essential to developing the workforce it is mostly directed at external students/candidates. It is clear from feedback from the health boards and trusts that a plethora of highly skilled and educated staff exist within the current HCS workforce within NHS Wales. Funding for the development of the existing workforce has been patchy, with either local managers or individuals funding any education and development. Access to the core funding requires staff for the most part to leave their substantive employment to undertake the training with no guarantee of employment once completed. Also, places are limited to the commissioned numbers therefore access to the funded places is via a competitive selection process.

Workforce plans submitted by NHS organisations identify a need to increase the number of training places for healthcare scientists across all levels, and a need for NHS organisations to embed ‘equivalence’ pathways into the NHS which will support individuals to gain professional registration and progress through the scientific career structure. Funding equivalence and alternative routes to registration will enable the workforce to grow and develop and will support staff within the service to progress their careers whilst continuing to work.

HEIW has established an education funding pot for supporting NHS staff to access education that will enable them to achieve registration/regulation via an alternative or equivalence route. Organisations wanting to take advantage of this funding must complete the application form. Applications will be considered in line with the allocation criteria outlined below.

1. **Allocation Criteria**

A robust process has been developed to ensure that any allocation of funding is fair and equitable, with a clear audit trail. There are a number of criteria associated with the allocation. These are divided in to two sections. Those which must be achieved (Core), and those where there is measurable benefit and one or a number of these must be achieved.

**Table 1**

|  |  |
| --- | --- |
| No | Core Criteria |
|  | Funding will only be supplied non-recurrently |
|  | The commissioner will not agree to any recurrent costs as part of the proposal.  Any recurrent costs incurred pertaining to a non-recurrent funding award must be borne by the employing organisation |
|  | State whether proposal is divisible – i.e. elements of the proposal can be awarded as well as full funding |
|  | The proposal must be submitted on the HEIW template supplied and signed by the employee’s line manager or Head of Department. |
|  | Funding must be utilised in the financial year in which it was awarded |
|  | Detailed cost schedules must be provided with the proposal |
|  | Accommodation and travel costs will need to be borne by submitting organisation |
|  | Funding will not support salary or posts |

**Table 2**

|  |  |
| --- | --- |
| No | Benefits Criteria |
|  | Proposals need to demonstrate some or all of the following   * Succession planning * Demonstrates impact on service delivery/ Service need * National and local healthcare priorities * Workforce transformation * Team skill mix * Employment opportunities post training |
|  | Priority will be given to proposals that demonstrate   * Track record of supporting work-based learning * Established training support structures * Sufficient local mentors/trainers * Clearly outlined training plan including timeframes for completion with progress points, and protected study time |
|  | Benefits from the funding must be measurable. Where appropriate value must be demonstrated across:   * + Financial efficiencies   + Business/service efficiencies   + Student/staff/trainee experience   + retention, contribution to service |

1. **Timesc****ale**

In order to manage this process, the timescale within which this needs to be managed is outlined below:

* **1st April 2021**– HEIW will contact Health Boards/trusts inviting them to prepare and submit Proposal
* **1st May 2021 –** Deadline for submissions
* **1st June 2021** –Health boards/trusts informed of outcome
* **1st February 2022** – Final date for submitting invoices for payment

1. **Proposal Application form**

To submit a proposal all Health Boards and trusts must complete the proposal template below:

Please email completed Allocation Proposal to: [christine.love@wales.nhs.uk](mailto:christine.love@wales.nhs.uk)

|  |  |
| --- | --- |
| Health Board/Trust: | |
| Proposal Summary: | |
| Value of proposal to include detailed cost schedule. | |
| Description of proposal to include reference to criteria in table 2: | |
| Line manager/Head of dept Signature: |  |
| Print Name: |  |
| Job title: |  |
| Date: |  |

1. **HEIW Assess****ment of Proposal**

|  |  |
| --- | --- |
| Commissioners assessment of proposal: | |
| Funding Decision (to include whether all or elements of the proposal is to be funded): | |
| Signed: |  |
| Print Name: |  |
| Job title: |  |
| Date: |  |