

Briefing Paper – NEY Joint Regional Operations Workforce Cell

This is the fortieth communication from the Joint Regional Operations Workforce Cell and the first of 2021. We have changed the name of the Cell and the newsletter as our focus expands to provide an overview of all surge demand in the regional workforce as well as regional Covid-19 work. **This week's edition is a little longer than usual due to the break over the holidays and quickly changing events.** Your feedback and suggested content is very welcome-please send this to the Cell inbox at england.neyworkforcecell@nhs.net or lauren.funkhouser@improvement.nhs.uk

Covid-19 Vaccine update

Significant progress was achieved in the in the roll out of the Covid-19 vaccination programme within the NEY region during the run up to and over the Christmas and New Year period. A growing number of Hospital Hubs and Local Vaccination Services across the region are now administering vaccine and members of the population and healthcare workers are being vaccinated following the [JCVI priority groups guidance](#).

The Covid-19 vaccination programme is a key component of the overall Covid-19 response and this is reflected in the ambitious scale and timeframe of the programme. Following recent MHRA approval of Covid-19 vaccines, the NEY region is preparing for an increasing amount of vaccine supply to come into the region and this represented in the pace of the programme and plans are place to open Vaccination Centres over the upcoming weeks. The latest information on the overall programme can be found [here](#).

Across the region and within each ICS, workforce planning has been underway for several months to ensure enough workforce capacity is place and ready to deliver vaccinations at a pace determined by vaccine supply. The region has a Lead Provider within each ICS – they are Hull University Teaching Hospitals NHS Trust, Leeds Teaching Hospitals NHS Foundation Trust, Newcastle Hospitals NHS Foundation Trust and Sheffield Teaching Hospitals NHS Trust. Each Lead Provider is working with system partners to identify existing workforce that can deliver the programme and to increase workforce capacity with a substantial amount of local recruitment underway. Other sources of workforce supply are also being developed such as Bringing Back Staff, third sector health and care providers, higher education institutes, non-health and care sector workforce and a contribution is expected through national contracts from NHS Professionals, NHS Voluntary Responders and St John's Ambulance. This additional workforce supply is expected to increase overall workforce capacity across all delivery models – Hospital Hubs, Vaccination Centres and Local Vaccination Services (PCNs) so that each have enough workforce in place to deliver vaccinations at a pace directed by the supply of the vaccine.

Letter Operational Guidance Vaccination of front line health and social care staff

Please see the letter (embedded) dated the 7th January 2021, the letter and supporting attachments, Standard Operating Procedure, health hubs vaccinating health and social care work, and the action overview (time tabled work programme) These documents are to assist and support trust and local areas in setting up and delivering the vaccination programme.



C1008-Operational-
Guidance-Vaccinatic

Vaccination Workforce Recruitment & HCSW Zero vacancy ambition

In order to support swift recruitment to the vaccination programme and the HSCW zero ambition funding has been made available for lead providers & systems (up to £300K) to bolster recruitment and HR capacity. Plans are in development and managed by the ICS workforce leads in conjunction with their workforce nursing leads and workforce lead for the vaccine lead provider. The attached letter was also cascaded this week to your EPRR teams regarding Health Care Support Worker (HCSW) recruitment for Q4 (as identified in the Winter Funding Letter). Weekly submissions are

required for workforce pipeline and associated future employment of HCSWs. This is a nationally mandated data collection from the National Incident Response Board.



210107 Letter to
Trusts re HCSW recrworkforce reporting



HCSW weekly

In addition to the above in order to improve the data completeness for the national monthly PWR submission for HCSWs a webinar was held on the 18th of December 2020 (*information to access this webinar is below*). Please also see the FAQs and slides for this (*embedded below*).

Steps to Access the Live Recording of the 'PWR and the HCSW 2020 Programme Guidance Webinar'

1. Highlight and copy the link below in your Browser (or control/click on link to reach the web page);
https://teams.microsoft.com/l/meetup-join/19%3ameeting_NjRjMTQwZDMtYTBIYS00ZWVjLTk2NzgtMzJhMmUzZDU2MTQ2%40thread.v2/0?context=%7b%22Tid%22%3a%22849873ab-4265-46f9-b32d-3fa4fbb97ea1%22%2c%22Oid%22%3a%22788dae50-7857-486c-8b57-d375a38abef9%22%2c%22IsBroadcastMeeting%22%3a%22true%7d
2. Paste the link into the Navigation Bar of your selected Browser and hit Enter;
3. Once the page loads, click on the button 'Watch on the Web'.

Alternatively, here is the [link](#) to re-watch the live event on MS Teams. **PLEASE NOTE:** MS Teams Links **will not** be accessible on Apple Devices such as; iPad's and iPhone's

For further information please contact Victoria.bagshaw1@nhs.net.

Letter to colleagues from Amanda Pritchard and Julian Kelly on operational winter and 21/22 priorities

Prior to Christmas, Amanda Pritchard, NHS Chief Operating Officer, and Julian Kelly, NHS Chief Financial Officer, wrote a [letter to colleagues](#) thanking them for the way they've responded to the extraordinary challenge of Covid-19 and setting out the key priorities for the next phase. Included in the priorities are responding to the Covid-19 demand and implementing the Covid-19 vaccination programme, maximising capacity to treat non-Covid patients and respond to emergency and winter demands and supporting the health and wellbeing of the workforce.

Letter to colleagues on EU exit from Professor Keith Willett and updated guidance

With the government reaching an agreement for the UK's exit from the European Union in place from the 1st of January 2021, Professor Keith Willett, National Director for Emergency Planning and Incident Response, wrote a letter to NHS colleagues on what this will mean going forward for the NHS. NHS Employers have also updated their [guidance on immigration and employment checks](#) for staff now that the UK is no longer part of the EU.



BE372_Keith Willett
letter on EU Negotia

Equality, Diversity and Inclusion

Small pilot project that offers accredited counselling/emotional support in native language for nurses who do not speak English as their first language

The NHSE&I NEY Equality and Diversity team are pursuing the establishment of a small pilot project that offers accredited counselling/emotional support to nursing staff who do not speak English as their first language, in their first language. This means no interpreter service would be involved. We have secured some funding (to the end of March 2021) to enable a commission a provider that is already offering these services. We are working at pace to obtain quotes from three prospective

providers. As it is a pilot, we will only be able to support a number individuals to undertake a 2-hour assessments, followed by 8 sessions, and the headcount would need to be fairly shared across the four ICSSs.

The aim of the pilot to offer the counselling support to staff who most need it as soon as possible, and secondly, to enable us to understand the level of demand for this service and its benefits. We will lead on the pilots its mobilisation and evaluation, and we would welcome anyone with a special interest in this matter to team up with us. This will enable effective and informed communications to take place and to ensure expectations can be managed in everyone's best interest. This service will be a first for the region and is only currently being offered to one Trust in the south. For more information, please contact Zach Adams, Equality and Inclusion Manager for the NEY region at NHSE&I at zach.adams@nhs.net

Letter for Clinically Extremely Vulnerable (CEV) people and risk assessments

Please see the letter (*embedded below*) that was sent on the 30th of December 2020 to Chief Executives and Accountable Officers regarding information on the Oxford/Astra Zeneca Covid-19 vaccine. We would like to bring to your attention the information at the bottom of page 3 of the letter, headed "**Vaccinating front line health and social care staff**" regarding risk assessments.

We have requested over the course of this pandemic that colleagues use risk assessments to support patients, staff and their family members. This has been a vital tool in helping us combat the virus and provide high quality patient centred services. As the two authorised vaccines start to be distributed, we encourage everyone to continue to use the risk assessment process to prioritise our most clinically vulnerable staff. This [link](#) also provides guidance and information for CEV people that may also be helpful. Please contact Clive Clarke clive.clarke@nhs.net or Matthew James matthewjames@nhs.net if you would like more information or to discuss.



C0994 System letter
COVID-19 deployme

Further Workforce Expansion and Retention

NMC temporary register reopened to overseas-trained nurses

The Nursing and Midwifery Council (NMC) as per their letter on the 5th of January 2021 (*embedded below*) are inviting additional overseas-trained nurses to join its Covid-19 temporary register to help strengthen workforce capacity in the immediate period and coming weeks. The temporary register will be opened to two additional cohorts of overseas-trained nurses:

1. Those who began their registration applications before October 2019, who have a valid decision letter and have completed all parts of the NMC process, except their OSCE.
2. Applicants who started their NMC registration after October 2019 and from whom the NMC has received a registration application and all relevant supporting declarations. They may have passed either part of their test of competence (the CBT or OSCE) or not yet taken either.

The NMC will send invitations to the first cohort from Tuesday, the 5th of January 2021. For the second cohort, the NMC Registrar requires assurance from Director of Nursing that they meet NMC standards – the letter also sets out the requirements. Please also see the template return (*embedded below*) that needs to be completed. **Template returns are to be sent to the NMC by midday Monday, the 18th of January 2021** to International.Recruitment@nmc-uk.org. The NMC will then process the lists of names they receive and aim to start sending invitations by the end of the week.



C1002_CNO
statement - letter totrained nurse - temp



C1022_Overseas
statement - letter totrained nurse - temp



Bringing Back Staff

ICS workforce teams continue to support deployment of BBS returners across the region. We continue to see strong interest from returners to support the vaccination programme and each ICS are working steadily through this potential workforce to support vaccination providers across the region. The returner medics have now responded to the national survey and approx. 50 medics have expressed an interest in the Medical Support Worker (MSW) role. These have now been interviewed and provided to the four regional ICSs. There has been increased interest from the Trusts and work is on-going to deploy returners to potential employers.

Flexible Working and retention

Through engagement with members of our NEY Retention Community of Practice, the theme of flexible working has continued to emerge as a key driver for improving retention of our talented health and care workforce (HCW). As set out in the NHS People Plan, the NHS needs to be bold and commit to offering more flexible, varied roles and opportunities. But flexible working is about much more than just retention - it can unlock new opportunities and contribute to improved mental health, wellbeing and staff engagement.

We know there are great examples of innovative approaches to flexible working happening across our region. Through a combination of utilising e-rostering technology to best effect and changes in people practices, including senior leadership buy-in and partnership working across the organisation, County Durham and Darlington NHS Foundation Trust have supported staff to achieve a better work-life balance and more predictability in their work patterns. Read more about what the Trust did and how improving the efficiency of e-rostering can positively impact on retention in this [recently published NHS England and Improvement guidance](#), which features case studies, checklists and an audit tool to help you use e-rostering to best effect. We know that flexible working takes many and varied forms and are keen to showcase further examples of the enablers to flexible working from across our region. If you have a passion for flexible working and would like to share your successes with others, please contact lisa.atkin2@nhs.net.

Health and Social Care level 6 apprenticeship

The NHS Leadership Academy are working in partnership with Manchester Metropolitan University to provide a Chartered Manager Degree Apprenticeship in Health and Social Care, with the Mary Seacole Programme integrated within it. The apprenticeship will deliver a full honours degree and NHS Leadership Academy award in Healthcare Leadership which is fundable via the apprenticeship levy or through 95% government support. The two-year accelerated qualification is ideal for health and care professionals whose role involves driving improvements in care quality and managing key delivery challenges. It will develop managers capable of maximising their potential and rapidly improve care outcomes. Delivered through a blend of online and face to face learning, the programme supports apprentices to apply what they have learned in their own workplace and align with the objectives of the NHS People Plan.

The next intake of the apprenticeship will commence in April 2021 with applications now open. If this apprenticeship is something that you think your organisation would be interested in we would encourage you to attend a virtual information session on **Tuesday, the 19th of January** from **1 – 2pm** to provide further details and give you the chance to ask any questions.

The information session will take place via Microsoft Teams. To access the session please use this link: [Click here to join the meeting](#)

We would also be grateful if you could forward this information on to anyone else within your organisation that you think may be interested in the session. If you have any questions surrounding any of the above apprenticeship please contact Victoria Richardson at victoria.richardson@leadershipacademy.nhs.uk

Health & Wellbeing

WY&H suicide prevention campaign (aimed at colleagues)

By regularly checking in with our colleagues and ourselves we can work together to help reduce staff

suicide. The West Yorkshire and Harrogate [‘Check-in’ campaign](#) aims to reduce staff suicide and promote a wellbeing culture by normalising the conversation around suicide and mental health. ‘Staff’ includes all colleagues, working and volunteering, in your organisation, across the West Yorkshire and Harrogate Health and Care Partnership and we are inviting you to [sign up and join in](#) with the campaign.

Why this campaign, why now?

In England there were 5,316 confirmed deaths to suicide in 2019, this is an average of 102 people dying every week. Organisations from across the region have joined forces to raise awareness on the risk of suicide and to help ensure people are signposted to the right support at the right time. Read the [West Yorkshire and Harrogate Health and Care Partnership Suicide Prevention Five Year Strategy](#) and the [co-creation and insight report](#) to find out more. The campaign has been co-produced via a multiagency project team, focus groups and insight. The insight summary video can be found [here](#). Please [sign up](#) to access all the free resources and guidelines available to your organisation – there will be a range of assets for you to adapt locally to suit your organisation needs via a web portal which will include presentations, social media materials, email signatures, links to creditable online training, posters, zoom backgrounds and much more. The campaign will launch at the end of January 2021 – so please do sign up as soon as you can. If you work for a large organisation you may want to discuss this further with your HR and organisational development colleagues if you haven’t already. A flyer (*embedded below*) is available to use in your organisation.



Join in PDF.pdf

Update on provision for vulnerable children and the children of key workers

Following the Prime Minister’s announcement on the 4th of January 2021, please be reminded that provision for vulnerable children and the children of key workers remains a priority. The Department for Education (DfE) has confirmed that only one parent or carer need be [listed as a critical worker](#) in order to access provision. It is not necessary for both parents to be critical workers. We aware that there has been some concern and anxiety expressed about criteria for accessing key worker provision. The DfE are working to ensure that sector guidance is as clear as possible but, in the meantime, we hope that this information will provide some reassurance.

NHS organisations may now wish to revisit guidance published on the [NHS Employers website](#) which underlines the need for increased flexibility in supporting NHS staff to balance caring responsibilities through this time. NHS staff who did not access provision earlier in the pandemic (for example those who are able to work from home) may not feel equipped or able to repeat home schooling whilst working this time around – and therefore may prefer to opt to utilise their key worker status. Any issues in accessing provision should be escalated via the Local Authority, or if there is a specific issue within a locality via the Childcare workstream.

The health and wellbeing support for working parents and carers, which we’ve made available as part the national offer, is still available and can be accessed via <https://people.nhs.uk/>. In addition, please also see the [website from Cityparents](#) outlining the support offer that they have in place. This is available to access, free of charge, for all NHS staff. The registration page for Cityparents is accessible [here](#). When further [GOV.UK](#) guidance becomes available we will share it.

The new #LookingAfterYourTeam service

Following the success of the [#LookingAfterYouToo coaching offer](#), we have expanded the health and wellbeing offer to include coaching for leaders and managers in primary care settings. The new [#LookingAfterYourTeam](#) service will create an opportunity for individuals who lead, manage or organise teams, groups, services or networks, to access coaching about their team. The coaching conversations will centre around compassionate and collaborative team leadership to support psychological wellbeing and resilience. The free and confidential #LookingAfterYourTeam service is now open for bookings for 2021, with further information in the poster (*embedded below*).



Please also see an email banner and social media graphic (*embedded below*) which can be shared with your networks and on your channels. We would be grateful if you could share this new offer for primary care leaders and managers ensuring they have access to this support, to support them in their role in supporting their teams. We will be promoting the service more widely in 2021 and will be developing further marketing materials and a communications toolkit. Please keep a look out for an update in the new year.



Looking After Your Team - poster.pdf Looking After Your Team email & social

Other Updates

HPMA newsletter for January 2021

Please see (*embedded below*) the HPMA newsletter for January 2021. This edition has a summary of 2020 by HMPA President Dean Royles (who is also the ICS Workforce Lead for South Yorkshire and Bassetlaw) acknowledging the struggles and impact that Covid-19 has had on the NHS workforce and the journey that HR professionals in particular have been on during this period. Also included are articles on changing the experience of HR and OD professionals from BAME communities in the NHS, information on #Project M (an experimental way of working to reach our 300,000 managers and team leaders and to support the delivery of the NHS People Plan) and the round up from the HPMA UK Conference that was held last December 2020.



HPMA newsletter
January 2021_V2 (1)

Education & Training Updates from HEE

Covid-19 Vaccine AstraZeneca e-learning sessions now available

Health Education England (HEE) e-Learning for Healthcare has worked in partnership with Public Health England (PHE) and NHS England and NHS Improvement (NHSE&I) to develop the Covid-19 Vaccination e-learning programme. The e-learning programme is designed to provide the health and care workforce (HCW) involved in the national Covid-19 vaccination programme with the knowledge they need to confidently promote high uptake of the vaccine and deliver the vaccine programme effectively.

The programme consists of a core knowledge session, the Covid19 mRNA Vaccine BNT162b2 Pfizer-BioNTech session, the Covid-19 Vaccine Oxford/AstraZeneca session and accompanying assessment sessions for each. All those undertaking this e-learning should complete the core knowledge session as this is designed to provide essential knowledge about Covid-19 and the key principles of immunisation needed to deliver the vaccine. Learners should then complete both vaccine specific sessions as these provide more detailed information including how the vaccine works, how it should be stored, prepared and administered and any contraindications, precautions and potential vaccine reactions. The assessment sessions should be completed after each session.

The e-learning sessions describe the national Covid-19 vaccination programme for England. Most of the information in the sessions will be relevant for those involved in the programme throughout the UK and Crown Dependencies. However, those undertaking the programme in Northern Ireland, Scotland, Wales and the Crown Dependencies should be aware that some details as to how the programme will be delivered may be different. Vaccinators should therefore ensure that they refer to any country-specific information available, so they are familiar with the details of the programme for the country they are practising in. This e-learning programme provides theoretical training. Practical training in vaccine administration, and assessment and sign-off competency is also required before administering the Covid-19 vaccine.



For more information about the Covid-19 Vaccination programme, including details on how to access it, visit the [e-LfH website](#). If you have any queries, please email Alex Drinkall, HEE Communications and Stakeholder Lead, at alex.drinkall@hee.nhs.uk.

The latest update from Health Education England (HEE) is now [available here](#). In addition to the regular digest of guidance, the update includes information on social care education resources, risk assessments for BAME colleagues and accessing volunteers.

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