Assistant/Associate Practitioner Steering Group
Terms of Reference

Purpose

To facilitate development of the Assistant/Associate Practitioner role across NHS South Central.

To inform progression opportunities into the Assistant/Associate Practitioner role (bands 1 – 3) and beyond (bands 5 – 9).

To consider key workforce policies and priorities which may impact upon development of the Assistant/Associate Practitioner. For example, development of an all-graduate nursing workforce, Modernising Scientific Careers, Modernising AHP Careers, etc.

Membership

The Steering Group will consist of representatives from the following organisations: South Central Strategic Health Authority and NHS Education South Central (NESC) Lifelong Learning Networks Trusts and PCTs Skills for Health Foundation Degree Forward

Links

The Steering Group will link into relevant Steering Groups and Forums, including the Widening Participation Steering Group, Apprenticeship Steering Group, Clinical Standards Forum, NESC Quality Advisory Group and Strategic Education Partnership Meeting, etc.

Frequency

The Steering Group will meet on a quarterly basis. Additional meetings or task and finish groups will be organised if more regular decisions/actions are required.

Chair and Administration

The Steering Group will be chaired by the Widening Participation Manager within NESC. Administrative support will be provided via NESC.

Achievements to Date

Achievements of the Steering Group to-date include:

- Developing a South Central definition of the Assistant/Associate Practitioner.
- Undertaking an evaluation of Assistant/Associate Practitioner roles across NHS South Central.
- Raising awareness of the Assistant/Associate Practitioner.
- Developing a South Central Assistant/Associate Practitioner Code of Conduct.
Responsibilities

Responsibilities of the Steering Group include:

- Identifying the level of need for the Assistant/Associate Practitioner across NHS South Central.
- Facilitating development and implementation of the Assistant/Associate Practitioner role.
- Developing a CPD Framework for bands 1 - 4 to ensure growth of the Assistant/Associate Practitioner is relevant to patient and service need, high quality and transferable.
- Scoping current education and training provision for bands 1 – 4, with a particular focus upon development of the Assistant/Associate Practitioner, and identifying gaps in provision.
- Informing funding arrangements for provision of Foundations Degrees/NVQs.
- Informing progression pathways into and from Assistant/Associate Practitioner training.
- Embedding the Assistant/Associate Practitioner role within workforce plans.
- Ensuring development of the Assistant/Associate Practitioner is aligned to the national regulation of Healthcare Support Workers.
- Informing development of National Standards for the Assistant/Associate Practitioner.
- Facilitating partnership working between education providers and NHS employers to ensure education provision reflects service needs.
- Facilitating collaborative working and effective communication between partner organisations and stakeholders.

Accountability

The Assistant/Associate Practitioner Steering Group is accountable to the NESC Senior Management Team.

Review date:  April 2010