Welcome to this first edition of Apprentice, Health Care Support Worker and Assistant Practitioner’s Newsletter. This quarterly newsletter will feature articles regarding Apprentices, HCWS’S and AP’S as well as a section on the Royal College of Nursing and what they have available for nursing support staff. There is also a section on upcoming Learning and Development events that you can attend. We hope you enjoy this first newsletter. If you have suggestions on what articles you would like to see in future issue, or would like to submit an article, you can contact Angela, Chrissy or Sharon on the email addresses in the meet the editors section. Enjoy!

Portsmouth Hospitals NHS Trust Learning Champions working with the Learning and Development team to:

Provide information and resources to support, inform and enable Portsmouth Hospitals NHS Trust Apprentice’s, Health Care Support Workers and Assistant Practitioners to be at their best!

What is the RCN and what can it do for you as an HCWS?

The Royal College of Nursing was founded in 1916 as a professional organisation for trained nurses. In 2001 Membership was opened for the first time to HCWS’S in 2001. The RCN has evolved into a successful professional union not just for registered nurses but also for AP’S and HCWS.

HCWS’S and AP’S have their own RCN committee; they address all issues, interests and needs of HCWS’S and AP’S. There are 12 members of the committee each representing the nine English regions, Northern Ireland, Scotland and Wales.

In 2012 the RCN will vote in ‘health practitioner’ members for the first time to sit on the council. This is a great opportunity to ensure HCWS’S and AP’S have a voice in council issues.

Meet the Editors:

Angela Glassby

I am a Learning Champion with the Trust and am also currently training to become an RCN Learning Representative.

I have an NVQ 3 in Heath and Social Care and have also studied with the Open University. I am hoping to start my Foundation Degree in September 2012. I have already taken an extension to my role as a Band 3 and have become a scrub nurse and have been assisting with procedures for over 5 years.

You can find me in the RDCU old x-ray level C (Interventional radiology) or alternatively Email me on angela.glassby@porthosp.nhs.uk.

Chrissy Cowan

I am a Learning Champion within the Trust and I am currently training to become an RCN Learning Representative alongside this position.

Currently I am studying towards a Foundation Degree in Healthcare Practice with the Open University.

My interests outside of work are going to the cinema and seeing live bands.

You can find me on my ward D2 (Trauma Orthopaedics), or alternatively email me on christine.cowan@porthosp.nhs.uk.
Sharon Hammond

I am a Learning Champion within the Trust and I am an Associate Practitioner (Band 4). I have an N.V.Q Level 3 in Health and Social Care and also a Foundation Degree in Advanced Medical Technology.

Currently I am working in Fracture clinic and am re-sitting my Maths and English key skills. I have taken them before am now trying to upgrade them. My interests outside of work include trips to the countryside for picnics and enjoying my ever expanding family.

You can find me in Fracture clinic level C, or alternatively email me on sharon.hammond@porthosp.nhs.uk

Learning and Development HCSW Opportunities -

Accountability, Delegation & Record Keeping Briefing by the RCN – 27/09/2012
D360 (D level corridor) 13.00 – 14.00 or 14.00-15.00

16/10/2012 E371 (E level corridor) 13.15-14.15 or 14.15-15.15

01/11/2012 E1375 (E5 Seminar room) 13.00-14.00 or 14.00-15.00

21/09 -- Learning theme - Fluid balance

26/10- Learning theme - Bereavement Support

21/11- Learning theme - Human Factors

10/12- Learning theme - Simple Discharge

Please book your place on one of the above session by emailing Sue Garland on: sue.garland@porthosp.nhs.uk

In 2002 the RCN launched the online Learning Zone to help with continuing personal development. The RCN has many resources you can access even if you are not a member. They have recently launched an online training tool called “First Steps” which is aimed at new or recently appointed HCSW. This resource has been designed around the NHS Knowledge and Skills Framework (KSF). Just go to www.rcn.org.uk and have a look - you can even do an assessment check list at the end. It is a useful resource so give it a go!!

Becoming a member does not cost as much as you may think, as you get the first year at a reduced rate. There are many benefits to becoming a member of the RCN, go to their web page above and have a look for yourself.

Article by Angela Glassby & Chrissy Cowan

Regulation for HCSW’S and AP’S

What does this mean & how will it affect us and our role?

Do you feel you lack of professional identity?

Should we as health care professionals be in control of our own future?

There are a growing number of HCSW’S and AP’S managing their own caseloads and undertaking more complex tasks. Staff in Bands 2, 3 and 4 often work with indirect supervision as per their job description, competencies and qualifications but is this enough?

There are many issues surrounding this area and the Department of Heath are looking at voluntary regulation. The aim would be to drive up standards, have core competencies and a clear code of conduct as part of the induction process.
As a Trust we already have a Guide of Conduct for Health Care Support Workers, a competency framework and core standards for HCSW’s in place. The RCN would like to see statutory regulation as unregistered staff routinely do more than make beds and deliver personal care. Some have taken on even more advanced roles, manage clinics and have opportunities to advance their responsibilities and extend their roles.

Statutory regulation should mean better public protection as all staff are trained to a minimum standard, regardless of the setting. There is also discussion of a register for those working in clinical practice at bands 2-4.

Having a register of HCSW’S and AP’S similar to that of nurses it is suggested that it would increase public confidence in all nursing staff. They would know that all staff, regardless of rank, have a code of conduct. The public would know what to expect of all staff that are not Registered Nurses.

Should it be that only these HCSW’S and AP’S in an advanced roles should have statutory regulation would this ensure public protection?

Here are few things for you to think about….

Who would fund the register?

Should it be voluntary (but then who would sign it)?

The Nursing and Midwifery Council have not formally agreed but do support the concept of regulation.

Principles of Nursing Practice

The principles of nursing practice were developed in partnership by the Royal College of Nursing, the Department of Health, the Nursing and Midwifery Council, and patient and service user organisations. They were developed as there is no comparable publication that explores what nursing staff do.

The principles are essentially what everyone (the public and colleagues) can expect from nursing practice in any setting. There are 8 principles of nursing practice:

1. Nurses and nursing staff treat everyone in their care with dignity and humanity – they understand their individual needs, show compassion and sensitivity, and provide care in a way that respects all people equally.

2. Nurses and nursing staff take responsibility for the care they provide and answer for their own judgements and actions – they carry out these actions in a way that is agreed with their patients, and their families and careers of their patients, and in a way that meets the requirements of their professional bodies and the law.

3. Nurses and nursing staff manage risk, are vigilant about risk, and help to keep everyone safe in the places they receive healthcare.

4. Nurses and nursing staff provide and promote care that puts people at the centre, involves patients, service users, their families and their carers in decisions and helps them make informed choices about their treatment and care.

5. Nurses and nursing staff are at the heart of the communication process: they assess, record and report on treatment and care, handle information sensitively and confidentially, deal with complaints effectively, and are conscientious in reporting the things that they are concerned about.

6. Nurses and nursing staff have up-to-date knowledge and skills, and use these with intelligence, insight and understanding in line with the needs of each individual in their care.

Article by Angela Glassby
7. Nurses and nursing staff work closely with their own teams and with other professionals, making sure patients’ care and treatment is coordinated, is of a high standard and has the best possible outcome.

8. Nurses and nursing staff lead by example, develop themselves and other staff, and influence the way care is given in a manner that is open and responds to individual needs.

“Employers and educators need to use the principles of nursing practice as a pledge so everyone involved in nursing practice understands what is expected of them” (Department of Health 2011)

Reflect on your practice and consider how you use these principles within your everyday practice. Why not choose one of the principles of nursing practice to focus on and share with us your thoughts and experience of that principle of the pledge? Then email Chrissy Cowan to share your thoughts.

For more information regarding the principles go to www.rcn.org.uk/development/practice/principles/story_wall

Article by Chrissy Cowan (Reference: The Royal College of Nursing)

**Competency Quiz**

Each addition of the newsletter will include a quiz … for the first edition we begin with a general competency quiz. Future editions will include a specific competency quiz. All answers will be published in the next edition as well as featuring our Lucky winner!

1. What are the 4 generic competencies all non-registered practitioners must complete?

2. What are the further 8 generic competencies all non-registered practitioners in ward/department front line staff must complete?

3. What is the minimum level that all non registered practitioners must achieve in the generic competencies?

4. Where can you access a copy of all the generic competencies and find out about non registered specialist competencies?

5. Where would you find the policy on competencies?

Email your answers Sharon.hammond@porthosp.nhs.uk, one entry will be selected from correct answers and receive the competency star of the quarter certificate and will be offered the option of being featured in the next edition of the newsletter and receive a £5 gift voucher. Good Luck!

**Apprentices, HCSW and AP’s!**

If there are any suggestions on articles that would aid you in your development and you would like to see in future editions, please email one of the editors.

Future editions of this quarterly newsletter will be emailed. To ensure you receive a copy of the next newsletter please email Christine.cowan@porthosp.nhs.uk

We would also love to hear your feedback; please if you have any comments email one of the editors on the emails in the meet the editors section.

**Next edition**

Accountability and Delegation

HCA Conference review

Competency Quiz – Documentation

Review of the proposed apprentice, HCA and AP information and resource folder