



GIG
CYMRU
NHS
WALES

Addysg a Gwella Iechyd
Cymru (AaGIC)
Health Education and
Improvement Wales (HEIW)

Funding Guidance for Advanced and Extended Practice Education



Sept 2020

Contents

Page 3	<ul style="list-style-type: none">• Introduction• Funding Process
Page 4	<ul style="list-style-type: none">• Allocation and Monitoring
Page 5	<ul style="list-style-type: none">• Data Protection• Registration• Travel Expenses• Breaks in study
Page 6	<ul style="list-style-type: none">• University Webpages• Contact details



Funding Guidance for Advanced and Extended Practice Education

Introduction

NHS Wales has had in place a "[Framework for Advanced Nursing, Midwifery and Allied Health Professional Practice in Wales](#)" since 2010

Advanced Practice can be defined as:

"A role requiring a Registered Practitioner to have acquired an expert knowledge base, complex decision-making skills and clinical competences for expanded scope of practice, the characteristics of which are shaped by the context in which the individual practices. Demonstrable, relevant master's level education".

Health Education and Improvement Wales (HEIW) provides additional support to organisations to fund the training and development of staff that need to meet the requirements of the advanced practice framework, are aspiring advanced practitioners or require extended skills.

Advanced practice education is at master's level and will either be a full advanced practice master's degree pathway or modules from an advanced practice degree pathway.

Extended practice education are modules of education which extends a registrant's skill set and knowledge beyond that required for registration and may be at level 5, 6 or 7. This funding **does not** extend to education at level 8 or level 4 and below.

Funding Process

Each year HEIW allocates a set amount of funding to each health board and trust. Each university is informed of what education HEIW will fund on behalf of the organisations. Funding awarded to health boards are for staff working for the health board and their primary care partners. GP employed non-medical health professionals are eligible to access the funding.

Advanced/extended practice education funding provided to NHS organisations is to **supplement** local investment to ensure that the appropriate clinicians can access the educational requirements as identified in organisational IMTP's, in terms of advanced and extended practice education requirements.

Requests for Advanced practice/extended skill education are submitted on the education commissioning template via the IMTP process. Education

funding requests must be service driven and linked to the NHS Organisations workforce plans, and specific priorities that will be identified on an annual basis. HEIW meets with all NHS Organisations to discuss and agree all funding requests. HEIW stringently monitor the use of this budget.

All prospective applicants selected for advanced practice/extended skills education funding, must ensure this requirement is identified as part of their PADR process and must be agreed with their line manager, and Education department. Please note it is imperative that all prospective applicants should **obtain the agreement of their employer that:**

- **Training supports the organisation's education priorities identified in the IMTP, and it has been agreed by HEIW that it will be funded out of the Advance Practice/Extended skills budget**
- **Employers must consent to their release to undertake training, prior to submitting an application for a place on a course with an Education Provider.**

Allocation and Monitoring

Each year the allocation of places for advanced/extended practice education detailed in the organisation's IMTP will follow the process below:

1. HEIW will calculate the funding amount each organisation will be allocated for advance/extended practice education. HEIW will notify NHS organisations each year of the amount of funding available to their organisation.
2. Health Boards and Trusts will complete an advanced/extended practice monitoring form with their organisation's education requirements and projected costs, as identified from their IMTP, for the academic years, that fall within the financial year 1st April-31st March. Any education falling within the current academic year which commences after 1st April will need to be included on the following years monitoring form. Monitoring forms must be uploaded to the AP/EP folder within the HEIW SharePoint site, by the agreed date.
3. Requests for education programmes in HEI's outside of Wales will only be considered and funded if it can be demonstrated that there is no equivalent course within Wales. Courses funded outside of Wales or with any university we currently do not hold contracts with are capped at £5000. Any course above this limit will need to be agreed with HEIW and organisations will need to undertake any required procurement exercise to purchase the course. If HEIW agrees to fund the course the costs will be reimbursed directly to the health board or Trust. In this instance responsibility for payment of invoices fall with the health board or trust.
4. If any individual has withdrawn from the module, full MSc programme or left the organisation this should be, made clear to HEIW at the earliest convenience, and recorded on monitoring form.

5. HEIW will meet with each NHS Organisation to discuss and agree the education requests and budget allocation for that year.
6. HEIW will inform the HEI of the education requests from the NHS Organisations which that they have agreed to support and which has been agreed to be funded by HEIW. Monitoring forms will be uploaded to the university folders within the HEIW SharePoint site
7. The HEI will work collaboratively with NHS organisations to ensure that individuals are recruited onto the relevant courses.
8. The HEI should ensure that students are selected for the course based on the selection criteria agreed between the HEI and NHS Organisation, and include appropriate representation from NHS organisations on the selection panel.
9. The HEI will provide HEIW with confirmed enrolments on the Advanced/extended Practice Education Monitoring forms within the SharePoint site. by the agreed timeframe. Invoices to be received by 1st February annually with appropriate course details as backing confirmation.

Data Protection

All staff awarded a place must be provided with the HEIW funding letter, and enrolment sponsorship letter. All staff in receipt of funding agree to HEIW sharing their personal information with the education provider they are studying with. Health boards and Trusts must incorporate privacy notices into their application process to ensure compliance with GDPR.

Registration

Throughout the duration of their course, individual students **MUST** maintain their professional registration. Local arrangements should be in place to ensure this. Students and their employer are jointly responsible for ensuring their professional registration remains up to date throughout the period of their course.

Travel Expenses

Please note, **course fees only are funded** by HEIW. Any associated travel costs will not be reimbursed.

Breaks in study

NHS organisations/HEI's must inform HEIW if any member of staff in receipt of funding has any absence from the workplace that results in either withdrawal or lack of progression in a programme.

University Webpages

USW

<https://www.southwales.ac.uk/search/?collection=south-wales-uni-courses&query=&f.Level%7CL=pg&f.Faculty%7CF=faculty+of+life+sciences+and+education>

Cardiff

<https://www.cardiff.ac.uk/study/postgraduate/taught/courses/browse-by-school/school-of-healthcare-sciences>

<https://www.cardiff.ac.uk/study/postgraduate/taught/courses/browse-by-school/school-of-medicine>

<https://www.cardiff.ac.uk/study/postgraduate/taught/courses/browse-by-school/school-of-pharmacy-and-pharmaceutical-sciences>

Swansea

<https://www.swansea.ac.uk/humanandhealthsciences/postgraduate-degrees-chhs/>

<https://www.swansea.ac.uk/postgraduate/taught/medicine/>

Bangor

<https://www.bangor.ac.uk/courses/postgraduate/> (Health and Care Sciences)

<https://www.bangor.ac.uk/courses/postgraduate/> (Medical School)

Glyndwr

<https://www.glyndwr.ac.uk/en/Postgraduatecourses/>

Contact details

If you have any queries or need further explanation then please email HEIW.EdCommissioning@wales.nhs.uk or ETfinance.HEIW@wales.nhs.uk

