

### A quick guide to introducing a Trainee Nursing Associate into primary care

#### Key Facts

- ✓ Nursing associates are new members of the nursing team, who are trained to foundation degree level.
- ✓ Nursing associate training is a two-year programme of higher education that includes both practical and academic elements
- ✓ At the end of the two-year programme, the newly qualified nursing associate (NA) can apply to register with the Nursing and Midwifery

#### Things to consider when recruiting a Trainee Nursing Associate (TNA) in your PCN:

- ✓ The NMC specify the requirements for [pre-registration nursing associate programmes](#). Many HEIs will specify numeracy and literacy qualifications equivalent to GCSE grades 4-9 prior to commencement, which will need to be evidenced.
- ✓ TNAs must be able to commit to working a minimum number of hours per week; education providers can advise about full and part time options.
- ✓ Although you have employed a TNA, they will spend some time working and learning in other settings. TNAs will spend one a day a week with their education provider and they will also work placements in other fields of nursing, e.g. secondary care. This is to gain experience across all fields of nursing (adult, child, mental health & learning disabilities).
- ✓ Placements are organised as part of the tripartite agreement with the education provider, employer, and the Training Hub. Education providers can advise further on specific placement requirements.
- ✓ Placement patterns vary depending on the education provider; some may be a regular day per week whereas some may be undertaken in blocks. Your Training Hub will support you in connecting with the education providers and understanding specific placement requirements.
- ✓ TNAs are supported by practice supervisors and [practice assessors](#).
- ✓ PCNs should consider the role that the Nursing Associate will undertake in the practice once they complete their training programme, including the tasks and duties they will undertake and how this could support the nursing team to undertake more

#### Funding Support

Trainee Nursing Associates can be classified as apprentices and are eligible for relevant funding support.

##### Apprenticeship Levy

Education fees are required by the education providers to deliver the nursing associate apprenticeship programme and are currently set nationally at a maximum of £15,000. This can be met by utilising the [apprenticeship levy](#). Employers can be supported to seek the funding by the HEE [Apprenticeship Relationship Managers](#). N.B The employers need to set up a digital apprenticeship account (supported by their Training Hub). This digital account only needs to be set up once and can be used again if the employer wishes to seek further apprenticeships funding.

##### Health Education England training funding Support

Employers can receive [HEE training funding support](#) for a Trainee Nursing Associate. This is £4,000 per year per TNA. The HEE funding support can be used flexibly by employers to support the TNA within their PCN, for example, supervision support for the TNA. Practices do not need to apply for this funding. HEE Regional teams collect learner details from the university and contact the practice to arrange contracts and payment once the TNA has started the training programme.

##### Additional Roles Reimbursement Scheme (ARRS)

The TNA and NA roles are part of the [ARRS](#) and therefore a PCN can claim reimbursement for their salaries plus some on costs up to a [maximum reimbursable amount](#). As set out in [Investment and Evolution: Update to the GP contract agreement 2020/21 – 2023/24](#), staff employed or engaged through ARRS will be considered as part of the core general practice cost base beyond 2023/24

#### Healthcare Apprenticeship Standards Online (HASO)

Find more useful resources and case studies on the dedicated health and social care apprenticeship [website](#)

#### NHS Employers

[NHS Employers website](#) has lots of useful information about the Trainee Nursing Associate and tips on how to embed the role into your organisation

#### Primary Care Apprenticeship Guide

Download a Primary and Social Care Information pack full of useful hints and tips to support TNAs on their apprenticeship journey [here](#)

#### Maths and English

Support those who do not meet the numeracy and literacy entry requirements  
**Click [here](#) to find out about free functional skills**

#### Case Study

Emma and Dawn share their perspectives of introducing the Trainee Nursing Associate role into their practice.  
**Read the case study [here](#)**

#### End Point Assessment

Each TNA is required to take an [end-point assessment](#) to complete their apprenticeship

