

Trainee Nursing Associate: Primary Care Checklist

	<p>Have you considered the role that the TNA (Trainee Nursing Associate) will undertake in the practice or PCN once they complete their training? What tasks and duties they will undertake and how this will free up practice Nurses to undertake more enhanced duties?</p> <p>For more information about the role of the nursing associate in primary care, click on the below link.</p> <p>Link: https://bit.ly/3wZVw2a</p>
	<p>Does the candidate meet the entry criteria for the apprenticeship and the university programme.</p> <p>Specific requirements for each university can be found on their individual websites. However, as a guide the usual requirements are listed below:</p> <ul style="list-style-type: none"> • Level 2 Maths and English or equivalent (with evidence of certificates) <input type="checkbox"/> • Ability to study at Level 5 <input type="checkbox"/> • Intermediate IT skills <input type="checkbox"/> • Satisfactory enhanced current Disclosure and Barring Service disclosure <input type="checkbox"/> • Recent Occupational Health Clearance <input type="checkbox"/> • Currently employed in a health or social care setting and have employer support <input type="checkbox"/> <p>If you are unsure whether your candidate meets the entry requirements it is recommended to liaise with your chosen university to confirm.</p>
	<p>Is your candidate able to evidence that they have achieved level 2 English and Maths (GCSE Grade C or equivalent)? They must be able to provide certificates.</p> <p>For support with English, Maths and Digital Literacy Skills you can find more information at the below link.</p> <p>Link: https://haso.skillsforhealth.org.uk/skills-for-life/</p>
	<p>Have you investigated the current funding support available to your practice? You could be eligible for a Health Education England Funding grant and ARRS to support salary and support costs. Contact your PCN or Training Hub for more information about this funding.</p>

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	<p>Have you set up a digital apprenticeship account and understand how to access apprenticeship funding to cover the tuition costs of the apprenticeship? Either by:</p> <ol style="list-style-type: none"> 1. A levy transfer or 2. Reserving government co-investment <p>Find out more about how to set up a digital account and access apprenticeship funding at the below link.</p> <p>Your PCN or Training Hub can also support you with more information about accessing apprenticeship levy funding.</p> <p>Link: https://bit.ly/3YQqx4R</p>
	<p>Have you discussed and agreed within the practice, how you will employ your TNA? (For example contract of employment, salary, terms and conditions)</p>
	<p>Have you identified a named mentor / (assessor and supervisor) who will support the nurse apprentice?</p>
	<p>Have you identified your university provider? Do you understand the course contact and the release time? You can contact your Training Hub or your Health Education England regional Nursing Associate Lead for support.</p>
	<p>TNAs will require time to attend university and they will also need placements in other fields of nursing, e.g. secondary care. Do you understand the <u>placement requirements</u> of the course?</p> <p>Placement requirements link: https://bit.ly/3RFS9a8</p>
	<p>Can you commit as an organisation to enable sufficient time for the TNA to complete their <u>off the job training</u>.</p> <p>Link: https://haso.skillsforhealth.org.uk/primary-and-social-care-apprenticeships/</p>