









## NHS England South West PCN Development Prospectus

NHS SCW and NHS England South West Collaboration





### List of events



Population based approaches to workforce planning	<u>4</u>	
Creating a high performing team across your PCN		
Developing an engagement strategy for working with people and communities		
Developing a communications strategy	<u>7</u>	
Talent and succession planning		
Engaging with new roles in your PCN to develop collaborative working approaches		
Developing / refreshing strategy for your PCNs	<u>11</u>	
Creating a legal entity		
Developing a strategy at place level		
Understanding rent review processes		
Creating a culture that embraces and delivers innovation		
Approaches to sustainability and "Green Planning"		
Collaborating to maximise estates capacity	<u>17</u>	
Ensuring personal resilience	<u>18</u>	
Senior Leadership Coaching		
Creating integrated neighbourhood solutions through the development of non-clinical PCN teams		
PCN System Leadership Development Programme	<u>21</u>	
People Power Webinar Series		
Introduction to People Power	<u>24</u>	
Principles of workforce optimisation		
Critical considerations for multi-disciplinary team working		
Maximising ARRS roles across your PCN and beyond		
Person-centred attraction, recruitment, and retention		
Promoting positivity in high pressured environments		
Building a culture of supervision and reflection in your PCN	<u>25</u>	





Following the Listening Events with South West Primary Care Networks which have been running since July this offer of support for Primary Care has been developed with a key focus on the themes and insights PCNs raised.

The breadth of this programme is designed to reflect the needs of individual PCNs and support their development and the shifting requirements of General Practice. For any queries or questions please contact <a href="mailto:england.swgptp@nhs.net">england.swgptp@nhs.net</a>

Further information on how to book onto the sessions and registering your interest can be found at Join the Conversation – Primary Care Development and Support Programme.





# Population based approaches to workforce planning



Programme	Topic	Participant Commitment	Register your interest
Programme  Population based approaches to workforce planning  Offer available to individual and groups of PCNS	Recruiting the right staff and retaining them has always been a challenge in Primary Care. This has proven even harder during and since the pandemic.  As referred to in the Fuller Report we have developed an approach to support PCNs and member practices to explore the options available in the context of their population needs through the use of nationally available quantitative data in conjunction with qualitative data gathered through exploratory conversations.	To be agreed with each individual PCN	Register your interest  To arrange a call to discuss the support you would like for your PCN, please email stating the name of the programme you are interested in and we will contact you to make arrangements.
	This tested approach puts data and people at the centre of workforce planning, supporting participating PCNs to make the most effective decisions in the configuration of their workforce and capitalise on the training programmes on offer through the systems.  Participating PCNs will be supported to identify targeted workforce interventions focussed on population health, improved outcomes and reductions in health and access inequalities.		



## **Creating a high performing team across your PCN**



Programme	Topic	Participant Commitment	Register your interest
Creating a high performing team across your PCN	The development of PCNs has led to the creation of new structures within primary care and with this additional complexity around teams and their management.	1 half day virtual workshop	Further information on how to registering your interest can be found at Join the Conversation -
Offer available to individual PCNs only	SCWs 'team effectiveness' solutions are designed to help people both individuals and teams identify how their personal contributions leads to overall service improvements for patients.		Primary Care Development and Support Programme
managar cris sinj	The purpose of this programme is to optimise team performance and create a positive team culture of collaboration that is outcome focused. To encourage self-awareness, promote individual and collective accountability and build team cohesion and engagement.		
	The programme will use a suite of diagnostic tools that will enable people to think about team dynamics and what makes teams effectively perform vs what gets in the way.		



## Developing an engagement strategy for working with people and communities



Programme	Topic	Participant Commitment	Register your interest
Developing an engagement strategy for working with people and communities	To engage with a wide group of stakeholders across a community, PCNs will need to develop a public presence and a narrative describing their aims and ambitions and what patients can expect from them.  We recognise that PCNs will need to work closely with their local populations, to engage them in helping shape local health resources, identify community assets, and develop integrated neighbourhoods. SCW can help PCNs explore different approaches to engaging with people in local communities and gain insight into their challenges and priorities.  SCW can provide engagement advice to enable PCNs to:  Understand the importance of a stakeholder engagement strategy  Develop the skills to identify who the stakeholders are and understanding them (stakeholder mapping)  Develop a stakeholder strategy  The developing a communications strategy and developing an engagement strategy workshops are designed to be standalone but we would recommend signing up to both and attending the communications strategy workshop first.	1 half day virtual workshop Delivery Date: Thursday 16th March 2023 12:30 – 15:30 via MS Teams	Sign up to this event here.



### **Developing a communications strategy**



Programme	Topic	Participant Commitment	Register your interest
strategy	Communicating with the population and with other key stakeholders across a neighbourhood is key to success and improving the health of those you serve.  SCW's communications strategy workshop, covers the identification of the most appropriate communications' channels to reach key stakeholders, including staff.  By the end of the workshop, participants will have the skills necessary to develop a communication strategy to help the PCN build its reputation and community relationships.  The developing a communications strategy and developing an engagement strategy workshops are designed to be standalone but we would recommend signing up to both and attending the communications strategy workshop first.	1 half day virtual workshop Delivery Date: Thursday 23rd February 2023 12:30 – 15:30 via MS Teams	Sign up to this event here.



## Understanding the challenges and opportunities facing your PCN



Programme	Topic	Participant Commitment	Register your interest
Understanding the challenges and opportunities facing your PCN	Maximising the impact of the ARRS (Additional Roles Reimbursement Scheme) roles, addressing GP workload and population need, developing and implementing enhanced access approaches are just some of the challenges facing PCNs.	2 half day virtual workshops	To arrange a call to discuss the support you would like for your PCN, please email stating the name of the programme
Offer available to	For each PCN the challenges are different, and the solutions will be unique to each one reflecting the uniqueness of each PCN.		you are interested in and we will contact you to make arrangements.
individual PCNs only	SCW will work with your PCN to tease out and explore the challenges and support the development of solutions.		arrangements.
	SCW will support the sessions with our insight and experience of working with PCNs across the country to address your local needs.		



### **Talent and succession planning**



Programme	Topic	Participant Commitment	Register your interest
Talent and succession planning	The greatest asset in any organisation whether that be a General Practice or acute trust is the people, the staff.  Nurturing the talent in your workforce will enable participants to preserve and grow these assets ensuring a sustainable business model.  Through this session participants will be introduced to the skills and knowledge to build and manage talent across the business and create succession plans. Helping to build resilience and supporting staff with their personal aspirations and growth.	1 half day virtual workshop	Further information on how to registering your interest can be found at Join the Conversation - Primary Care Development and Support Programme



## Engaging with new roles in your PCN to develop collaborative working approaches



Engaging with new roles in your PCN to develop collaborative working approaches  The development of PCNs provides the opportunity for the development of primary care and place-based services, and will enable a greater connection with community, charity and voluntary sector services across an integrated neighbourhood.  PCNs need to consider new approaches to their workforce to enable more joined up delivery to patients. Integrating these new roles into the primary care system effectively will take time to avoid duplication, achieve role optimisation and work effectively as a multi-disciplinary team.  SCW workshops provide a fantastic infrastructure upon which peers can come together, build up a network of colleagues beyond the parameters of their PCN and share their experience and learning with others facing similar scenarios, and benefit from hearing and learning from others.  Shared problems and understanding are impactful ways of helping staff feel supported. This applies to the clinical directors and leadership team, and to
all staff in the clinical and general running of practices.



### **Developing / refreshing strategy for your PCNs**



Programme	Topic	Participant Commitment	Register your interest
Developing / refreshing strategy for your PCNs	Working with primary care at network / neighbourhood level, we will support participants to enhance their capabilities to refresh and develop a 'fit for the future' strategy for their PCN.	2 half day virtual workshops	To arrange a call to discuss the support you would like for your PCN, please email stating
Offer available to individual PCNs only	The approach is tailored to the individual needs for those SCW supports. The strategy workshops will support participants to explore individual and team values and understand why these impact upon the day-to-day work, both positively and negatively.		the name of the programme you are interested in and we will contact you to make arrangements.
	All workshops are outcome based, where participants will leave with agreed actions to take to design and implement the projects and changes agreed.		



### **Creating a legal entity**



Programme	Topic	Participant Commitment	Register your interest
Creating a legal entity	The rapid emergence of Primary Care Networks (PCNs) has sometimes led practices to consider whether they need a federation, or would they be better to be a standalone PCN.	3 half day sessions plus launch meeting	To arrange a call to discuss the support you would like for your PCN, please email stating
Offer available to individual PCNs or a group of PCNs interested in forming a legal entity together	With many PCNs now opting to form a legal entity, key to the process is that they develop a business model that is fit for their circumstances and the purpose they wish to pursue through it. At SCW we understand there is now an appetite for more robust management of risk than is currently available through the lead practice model, which includes a desire for a vehicle that is able to manage the employment of the growing ARRS Team, where for many this budget alone is now more than £1m and still growing.		the name of the programme you are interested in and we will contact you to make arrangements.
	Additionally, the PCN budget continues to grow each year, which is adding to the joint and several liability from the partners. Lastly, PCNs also want to future proof their model in the event of a local practice failure, where the PCN is either required to take over the running of the practice, or to caretake until a new provides can be found.		
	SCW have worked extensively with PCNs and Practices and our approach is one that is tailored to local circumstances and needs.		
	SCW would recommend that this process runs over a six to eight week period from the initial workshop to maintain momentum.		



### Developing a strategy at place level



Programme	Topic	Participant Commitment	Register your interest
Developing a strategy at place level	To enhance the capabilities of participants to design, implement and communicate strategies and operational plans we propose a series workshops supporting the development of a strategy at integrated neighbourhood or place level which will focus on key questions such as:  • Where are you as a 'place' now and where would you like to be  • What are your motivations and how these link to delivery  • Development of a road map / strategy to achieve your vision	3 half day workshops	Further information on how to registering your interest can be found at Join the Conversation - Primary Care Development and Support Programme
	SCW will introduce participants to a simple engagement model that ensures nothing happens top down and support participants to have a fully engaged and motivated practice and / or network team. This is a resilient model that you can use repeatedly.		



#### **Understanding rent review processes**



Programme	Topic	Participant Commitment	Register your interest
Understanding rent review processes	Whether you own your premises or lease your premises, ensuring that your notional or actual rent reimbursement is accurate and up to date is important for General Practice. This session will support practice managers and those leading on premises within a practice to understand the process (for both premises that are owner occupied and those that are leased).	1 half day virtual workshops	Further information on how to registering your interest can be found at Join the Conversation - Primary Care Development and Support Programme
	With a practical approach we will discuss the frequency of rent reviews and anything that may affect these dates, the completion of the relevant forms, what happens once the forms are completed and the role of the District Valuer.		
	We'll also discuss the process for those Practices who are in leased premises as your rent reviews will normally be dependent upon your Landlord instigating a review. We will also explain what Practices can do should they wish to appeal the outcome of their rent review, the appeal process and timescales.		
	We'll also provide a high-level overview in relation to the process and the importance of obtaining ICB (Integrated Care Board) approval should you wish to put a lease in place/lease renewals before signing any documents.		



### **Creating a culture that embraces and delivers innovation**



Programme	Topic	Participant Commitment	Register your interest
Programme  Creating a culture that embraces and delivers innovation	Innovation can be found in many forms within the NHS, from new ways of working to new technologies. We tailor our approach to the individual needs of those we are supporting with a one-day workshop focusing on:  Sharing best practice across PCNs supporting new ways of working  What next for practice and / or PCN  The workshop is outcome based where the participants will leave with agreed actions to support implementation of new projects and ways of working. This workshop will enable you to think differently on how to address challenges and agreeing changes.	Participant Commitment  1 half day virtual workshop	Register your interest  Further information on how to registering your interest can be found at Join the Conversation - Primary Care Development and Support Programme



### Approaches to sustainability and "Green Planning"



Programme	Topic	Participant Commitment	Register your interest
Approaches to sustainability and "Green Planning"	In October 2020, the NHS committed to deliver the world's first Net Zero Carbon health service by 2045, responding to climate change and improving health now and for future generations. Greener more sustainable primary care will help to mitigate the climate crisis, improve health and reduce health inequalities.	1 half day virtual workshop	Further information on how to registering your interest can be found at Join the Conversation - Primary Care Development and Support Programme
Offer available to individual PCNs only	It will also help improve workload and reduce costs through improved population health and reduced prescribing. The purpose of this series of workshops is to support practices to start their journey to net zero, helping participants to understand and reduce their environmental impact whilst improving health and reducing costs.		
	SCW's sustainability workshops can be tailored to suit the PCN's particular needs or focus areas. Topics that can be covered include:		
	Understanding your environmental impact and creating a Green action plan		
	Sustainable Quality Improvement (SusQI)		
	Sustainable models of care and greener prescribing		
	Tackling emissions from estates and travel		
	Creating a circular economy - exploring your supply chain and waste		
	Engaging staff and patients to take action		



### **Collaborating to maximise estates capacity**



Programme	Topic	Participant Commitment	Register your interest	
Collaborating to maximise estates capacity	PCNs need to be able to respond to the changing needs of their populations to improve patient outcomes and this raises the question of how their existing estate can be optimised for the needs of the population as well as understanding what will be needed in the future.	1 half day virtual workshop	the support you would like for your PCN, <u>please email</u> stating the name of the programme	the support you would like for your PCN, please email stating the name of the programme
Offer available to individual PCNs or place level only	Working with PCNs SCW will co-design and deliver workshops with participation from key local stakeholders in which we will explore options to determine your local needs from a health and care perspective and support the identification of solutions including recommendations on the model of care needed to best suit the local population needs.		you are interested in and we will contact you to make arrangements.	



### **Ensuring personal resilience**



Programme	Topic	Participant Commitment	Register your interest
Ensuring personal resilience	Personal resilience can be described as the ability to cope with the problems and challenges faced each workday. If left unchecked, these can accumulate to the point where we can no longer function adequately. Using our experienced coaches and facilitators SCW will support participants to:	1 half day virtual workshop	Further information on how to registering your interest can be found at Join the Conversation - Primary Care Development and Support Programme
	<ul> <li>Recognise personal characteristics required to lead with resilience through times of uncertainty</li> </ul>		
	<ul> <li>Raise awareness around the interconnections between thoughts, emotions and behaviours and how these impact on leadership</li> </ul>		
	<ul> <li>Explore the use of 'reframing' to positively impact on resilience and the concepts and benefits of developing a growth mindset</li> </ul>		
	Understand the implications of heroic leadership		
	Raise awareness of self-seeking behaviours and motivations to access support		
	<ul> <li>Provide insight on how leadership empowers others and supports personal resilience.</li> </ul>		
	The outcomes of the learning will allow participants to:		
	Assess how they personally manage their resilience		
	Know how to apply techniques to improve personal resilience		
	Become conversant in the tenets of emotional intelligence		
	Self-awareness of strengths and development areas		
	Develop robust relationship management techniques		



### **Senior Leadership Coaching**



Programme	Topic	Participant Commitment	Register your interest
Senior Leadership Coaching	Leadership coaching is a conscious process used to develop Senior Leader capability, maximise individual potential and provide participants with the confidence to lead across a Primary Care Network and or the wider healthcare system.  The coaching outcomes are driven by the individual's development need and is aimed at supporting leaders to test their thinking, learn and practice new skills to improve their performance.	Each coachee will receive 6 sessions with an experienced coach. The duration of each session will be circa 90 minutes	To arrange a call to discuss the support you would like for your PCN, please email stating the name of the programme you are interested in and we will contact you to make arrangements.



### Creating integrated neighbourhood solutions through the development of non-clinical PCN teams

Programme	Topic	Participant Commitment	Register your interest
Creating integrated neighbourhood solutions through the development of non-clinical PCN teams	Primary Care know their population: Those working 'front of house' know their population intuitively – they are the population and tend to be representative of the population.  This cohort is well placed to understand the needs of the population and will have a sense of the inequalities – by working with this group we aim to provide them with situational leadership skills and an increased sense of belonging and associated increase in wellbeing.	The PCN will identify a cohort of 8 to 10 people to undertake this programme. Participants will undertake a change readiness programme supported by individual coaching.  The programme also includes working with community	To arrange a call to discuss the support you would like for your PCN, please email stating the name of the programme you are interested in and we will contact you to make arrangements.
Offer available to individual PCNs only	<ul> <li>From a population perspective SCW will support the primary care team to explore aspirations around health and access inequalities, explore potential priorities and initiate identification of partners including PH, District Councils, VCSEs (Voluntary Community Social Enterprise).</li> <li>SCW will:</li> <li>Work with the identified team on their personal development journey to enable them to identify opportunities, overcome challenges and lead change</li> <li>Facilitate a series of workshops with community-based partners and support the development community-based collaborative solutions to address the co-prioritised cohorts within the population.</li> <li>SCW will support the working group to identify and implement change using QI (Quality Improvement) methodologies and approaches</li> <li>The outcomes will be:</li> <li>Demonstrable collaborative working across Primary Care and with community assets without adding to the current burden felt by clinical staff</li> </ul>	stakeholders and assets to identify projects and will be supported to use QI approaches to identify and deliver change.	



#### PCN System Leadership Development Programme



Programme	Topic	Participant Commitment	Register your interest
PCN System Leadership Development Programme	The PCN System Leadership Development Programme is aimed at PCN Clinical Directors, their deputies, PCN managers, Digital and Transformation leads, PCN clinical pharmacists, Lead practice managers and aspiring PCN leaders.  The programme is designed to foster a culture of learning and continuous improvement.  Cohorts will be made up of participants from across the geography to support the sharing and spreading of ideas and solutions beyond system boundaries. The proposed virtual nature of the sessions addresses both the time restraints of participants and the extent of the geography and reflects the aspiration of creating an environment where what happens somewhere can happen everywhere.  Participants will be supported to identify a project with relevance to their PCN, Neighbourhood or System and produce a Project Charters.  Participants will be supported to ensure that they approach these projects from a leadership perspective and use the skills and insight gained through the programme to drive and ensure delivery of the projects.  Delivery against the projects will form part of the evaluation process through the production of case studies.	The course consists of 7 modules and will be supported by some pre-session videos, reading and / diagnostics. Participants will be requested to identify a project as part of the programme through which to explore their leadership style and approach. A case study will be required at the end of the project. Support will be provided to complete the case study.	Further information on how to registering your interest can be found at Join the Conversation - Primary Care Development and Support Programme



## PCN System Leadership Development Programme (Continued...)



PCN System Leadership Development Programme  The programme consists of 7 workshops:  Discovery The aim of the discovery element of the programme is to gather insight and perspectives from participants to further inform the programme design, including a baseline understanding of current skills, behaviours,  The course consists of 7 and will be supported by pre-session videos, read / diagnostics. Participants requested to identify a programme of the programme requested to identify a programme of the programme requested to identify a programme of the programme of the programme requested to identify a programme of the programme of	registering your interest can be found at <u>Join the Conversation</u> - <u>Primary Care Development and Support Programme</u>
and mindsets to inform evaluation at the end of the programme. The discovery stage will consist of: Semi-structured interviews with participants in each cohort to conduct a Learning Needs Analysis to assess a baseline of current leadership development. Gathering of insight material to inform the development of the programme.  Case for Change This session will include:  What is driving the need to change (the organisational and system context)?  How does the evidence impact the kind of change required (the local context – population health data)?  Understanding Self The session will focus on the following:  Who am I?  How does who I am influence how I lead?  What do I want others to know about me?  How is this important to working collaboratively as a group to lead the PCN?	eadership case study end of the provided



## PCN System Leadership Development Programme (Continued...)



Programme	Торіс	Participant Commitment	Register your interest
PCN System Leadership Development Programme	Understanding leadership In order to understand leadership in the wider organisational context of working in and across organisational boundaries (systems) this session will focus of system leadership competencies that are important to the success of PCN's.	The course consists of 7 modules and will be supported by some pre-session videos, reading and / diagnostics. Participants will be requested to identify a project as	Further information on how to registering your interest can be found at <u>Join the Conversation - Primary Care Development and Support Programme</u>
	System and Conflict This session will understand the place of conflict in a system and how leaders can work effectively with conflict as a process for developing better collaboration both within and across organisational boundaries.	part of the programme through which to explore their leadership style and approach. A case study will be required at the end of the project. Support will be provided	
	<b>Leading Change</b> The main theme of the session will be on system thinking and how complex systems change.	to complete the case study.	
	Understanding system change in relation to PCNs		
	Understanding the specific elements of creating change in a complex system		
	<b>Tools and Approaches to support change</b> This session will support participants to explore a range of tools and approaches to build improvement capability to enable and evaluate change.		
	This session will also provide an opportunity for participants to refine and finalise their Project Charter for their chosen project.		



### **People Power Webinar Series**



People Power Webinar Series	Topic	Participant Commitment	Register your interest
Introduction to People Power	This introductory session will provide participants with a strategic overview of building your people plan and strategy. We will cover the work stages that we all move through and what you need to consider and implement at each stage. We will also support you to understand how the people power webinars can benefit your workforce and your ways of working and consider who from your team may be best placed to attend subsequent six sessions in the series.	Delivery date: Tuesday 13th December, 12.30pm-2.00pm via MS Teams	Sign up to this event here
Principles of workforce optimisation	This session will introduce a holistic, evidence-based approach to workforce planning, strategy, and delivery, that uses a range of data and experiential insights to develop practical actions to improve the configuration and sustainability of current and future workforce. We will work through some practical examples and consider how you can translate into short-term and long-term actions.	Delivery date: Tuesday 17th January 12.30pm-2.00pm via MS Teams	Sign up to this event here
Critical considerations for multi-disciplinary team working	This session will explore best practice in configuring teams to improve and optimise patient outcomes. We will consider the influence of different values, attitudes, behaviours, and ways of thinking on the extent to which a team experiences cooperation or conflict and consider how communication and coaching can support a high-functioning team.	Delivery date: Tuesday 31st January 12.30pm-2.00pm via MS Teams	Sign up to this event here
Maximising ARRS roles across your PCN and beyond	This session aims to increase awareness of the potential of underutilised additional roles and new roles that have been announced. We will consider how these different roles can complement and build capacity in the existing workforce. We will also consider the benefits working collaboratively with community partners to create integrated neighbourhoods and tackling population health needs at scale.	Delivery date: Tuesday 14th February 12.30pm-2.00pm via MS Teams	Sign up to this event here







People Power Webinar Series	Topic	Participant Commitment	Register your interest
Person-centred attraction, recruitment, and retention	Recruiting the right person, with the right skills at the right time is pivotal for the successful delivery of healthcare. This session will provide a range of tips for attracting a diverse range of talent through consideration of organisational culture, leadership behaviours, embedding and onboarding processes and facilitation of realistic career development and opportunities.	Delivery date: Tuesday 28th February, 12.30pm-2.00pm via MS Teams	Sign up to this event here
Promoting positivity in high pressured environments	This session will explore wellbeing as a collaborative process that is the responsibility of all. We will support participants to recognise the importance of self-management and relationship management skills in maintaining employee engagement, motivation and wellbeing whilst working under pressure.	Delivery date: Tuesday 14th March, 12.30pm-2.00pm via MS Teams	Sign up to this event here
Building a culture of supervision and reflection in your PCN	This session will explore ways for building sustainable distributed models for clinical supervision across your PCN, encouraging all workforce to engage in individual, group, and team reflection in practice.	Delivery date: Tuesday 28th March, 12.30pm-2.00pm via MS Teams	Sign up to this event here



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