

## UWE/SCEPN -GP Return to Practice

### Frequently Asked Questions- November 2018- updated Dec 2019

| FAQ  | Response   |
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| What is the Return to Practice Course?   | <p>The Return to Practice course is for nurses whose registration has lapsed or who are unable to meet the NMC Revalidation requirements. The course involves-</p> <ul style="list-style-type: none"> <li>• Attendance at UWE for 6 study days, plus 4 additional workshops on clinical skills (physical assessment and venepuncture, ear care, woundcare and vaccination)</li> <li>• Clinical placement (number of hours to be completed depends on length of time out of practice – see page 4)</li> <li>• Achievement of theoretical assessment (reflective essay), numeracy assessment and Ongoing Record of Achievement (clinical competences)</li> </ul> <p>The course is employer led in that the GP practice takes the lead in interviewing and supporting a Return to Practice Nurse with the intention of employment at the end of the course. The course is a partnership between the University and employer with the Return to Practice Nurse obtaining learning in both sites.</p> |
| Is there a separate General Practice course or additional module?                  | <p>No. The course is generic to all Return to Practice (RtP) nurses but a nurse in general practice will be given additional access to specific clinical skills training as above. RtP nurses are in unique positions of being qualified but not being live on the NMC Register, thus it is considered important to the University that all RtP nurses attend the same generic course as this offers them peer support.</p>  |
| When does the course run?  | <p>The next course intake is May 2020. Check website for details.</p>  |
| What does our practice need to have in place to support a Return to Practice nurse | <p>The GP practice needs to be able to provide a learning environment which allows the Return to Practice Nurse to achieve the required competences to return to the register. This normally involves completion of an educational audit and also access to a Practice Assessor or Supervisor, who is on the same part of the register as the Return to Practice Nurse. If your practice already supports undergraduate student nurses it is likely that your practice has been audited.</p>   |

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| What if the practice is approached directly by a nurse but does not have a vacancy? What is the process for a potential applicant to get accepted on the course? | <p>The course was intentionally set up to enable employers to support a nurse to get back onto the Register. It is expected the practice will advertise for a RtP post, with a view to employing them permanently following completion of the course and reregistration. Once interviewed, the practice would complete the usual pre-employment checks and if satisfactory and appointed, the employee would then apply for the course via the University website. However, if a practice has not advertised for a post but is approached directly and asked to support a nurse to return to practice the practice would still have to interview, offer an honorary contract and support the applicant.</p> <p>Once employed in either situation, the University would then interview the applicant (usually by telephone) and then the applicant would have to undertake a numeracy and literacy test, for which the pass rate is 50%. Once achieved and accepted the University will apply to Health Education England for funding and the applicant enrolled.</p> |
| What will the RtP programme look like? How many taught days are there?   | <p>The theoretical element of the Return to Practice programme is delivered by the University of the West of England at either the Glenside or Gloucester Campus. The programme is taught over 6 days (check for 2020 course) and involves consideration of a variety of professional issues. A significant amount of self-direct learning is expected of the Return to Practice Nurse dependent on their learning need.</p> <p>Successful completion of the Return to Practice programme requires achieving the NMC competency standards in the practice setting and passing a written assessment.</p>  |
| How long will the programme take and is there a full time and part time version?   | <p>The programme has the theory element front loaded and is flexible so that if the returnee is able to work full time in their placement area and achieves the NMC competences as well as the theoretical component they should be able to complete the programme within 6 months. Returnees who will work in practice part time are likely to take 9 months to complete.</p>   |
| What can the RtP nurse do during the course?   | <p>The NMC require that the Return to Practice nurse works with a Practice Supervisor for 40% of their time. Return to Practice nurses will always work under the supervision of a registered nurse (they are accountable for the care provided) – oral medicines administration is always countersigned.</p> <p>Return to practice nurses are supernumerary. There is normally some flexibility in arranging shifts,</p>  |

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|   | <p>however RtP nurses will need to work with their Supervisor for 40% of the time, and also be present at key times of the day.</p> <p>Although supernumerary, the RtP nurse will be expected to participate in the full range of care – this will include appropriate clinical procedures (UWE guidance given). However, towards the latter parts of the course, the supervision of the RtP nurse may be more ‘arm’s length’.</p>  |
| If we offer employment alongside the RtP programme could this impact upon the hours in placement for RtP and/or their employed hours?   | It is important to separate the hours that contribute towards the completion of the Return to Practice course from any other employment/role they may have at the practice. The University will provide the Return to Practice nurse with uniforms to wear for the time they are in the role of a UWE student.  |
| Who has the responsibility to assess the returnee whilst on placement, is it the employer or the University?                            | It is the responsibility of the Assessor in practice to assess the returnee against the NMC competencies during their placement. However any difficulties or concerns should be managed jointly with a university representative. For UWE this will be the Academic in Practice and the module leader.  |
| If a practice does not have a sign-off mentor on site, can they still have an RtP returnee?   | The HEI will advise on the sign off final assessment.   |
| What determines how many hours the returnee needs to complete? Is it dictated by the University, the NMC, the employer or the returnee? | The period of time for supervised clinical practice will be discussed and agreed at interview as this can depend upon the number of years that the returnee has been out of clinical practice, what employment history the returnee has, and whether they have been working as an assistant or support role within a health care environment before application. A suggested guide for negotiating hours and days that are needed to be assessed as competent and confident to return to practice has been informed by the guidance published by the Department of Health (DH, 2011). |

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| My organisation is not currently being used as a placement. What are the requirements? Will placement audit be provided by the University? | <p>In accordance with <u>NMC (Nursing and Midwifery Council) Quality Assurance Framework</u>, it is a requirement for all placements to have an educational audit process that will support an effective practice learning culture.</p> <p>Your proposed placement area will need to undergo an educational audit if it currently does not have one. This is carried out by a University rep and also someone from your practice area. The audit takes approximately 2 hours and will assess the learning opportunities and support available for the returnee. Each returnee will need a Practice Supervisor to work with in the practice for 40% of their clinical placement.</p> |
| How are the RtP students funded?   | Course fees are paid by Health Education England. Return to Practice students are usually given a honorary contract for their placement. There is a bursary available to the returnee of £500 and a further £500 available for the practice to help support the placements.   |
| Who covers the returnee's indemnity?   | The practice, as employer, is responsible for indemnity cover for the returnee, as for any employee under contract. It is advisable to contact the practice indemnity provider.   |
| I want an RtP - who do I need to contact?  | Please contact <a href="mailto:Nicky.Goodall@uwe.ac.uk">Nicky.Goodall@uwe.ac.uk</a> for further information regarding the course or Carol Hobbs, Education Facilitator, Somerset Training Hub via email to: <a href="mailto:carol.hobbs4@nhs.net">carol.hobbs4@nhs.net</a> for further information and support.   |