

APPENDIX 1

OPTIMUM WORKFORCE LEADERSHIP EVENTS AND ACTIVITIES SCHEDULE FROM NOVEMBER 2017 - MARCH 2019

Regular Learning and Development Events and Initiatives - NOVEMBER 2017 - MARCH 2019	Frequency	Purpose	Funded by	In Partnership with	Method of Advertising
Email me - Monthly Newsletter	Monthly	To raise awareness of workforce development initiatives available to the sector	Membership	Notts Comms Team	NCC Communications Team Email me
Care 2 Change - Workshops	Monthly	Making use of investment in the Care to Change project to promote use of toolkits to improve services	Care provider delegates	Delivered by OWL	OWL Email me. Emails, flyer and booking through Eventbrite
Membership Workshops - Using Optimum tools and resources	Monthly	To support managers to develop their business practices and their workforce. For homecare and residential	Membership funds and Open Member delegates	Interested stakeholder partners	OWL Email me. Emails, flyer and booking through Eventbrite
Medicines Management Trainer Assessor Workshops	Twice yearly	To train trainer assessors to operate a best practice medicines management competence framework for workforce development	Care provider delegates	Contracted training provider	Email me, flyer, events and Clinical Commissioning Group colleagues
Medicines Management Peer Reviews	Quarterly	To support registered trainer assessors retain their Medicines Management registration	Care provider delegates	Contracted training provider	Email me, flyer, events and Clinical Commissioning Group colleagues
Medicines Management Reaccreditation workshops	Quarterly	Necessary for registered medicines management trainer assessors to be able to maintain their registration	Care provider delegates	Contracted training provider	Email me, flyer, events and Clinical Commissioning Group colleagues
Moving and Handling Trainer Assessor Competence Frameworks	Twice yearly	The register of Optimum Trainer Assessors is maintained by Optimum and organisations training to this standard are promoted to partners as having the standard in place	Care provider delegates	Contracted training provider	OWL Email me, stakeholder partners, emails flyers and OWL booking system
Moving and Handling Peer Reviews	Quarterly	To support registered trainer assessors retain their Moving and Handling registration	Care provider delegates	Contracted training provider	Email me, flyer, events and Clinical Commissioning Group colleagues
Moving and Handling Management Reaccreditation workshops	Quarterly	Necessary for registered moving and handling trainer assessors to be able to maintain their registration	Care provider delegates	Contracted training provider	Email me, flyer, events and Clinical Commissioning Group colleagues
Homecare Managers Meetings	Quarterly	To bring homecare workers together to inform and encourage discussion and joint working for the benefit of their services	Homecare providers	Homecare providers	Email me, flyer, events and Clinical Commissioning Group colleagues
Grey Matters Workshops	Ad hoc	To promote the benefit of identifying learning needs and evidencing competence to reduce care provider expenditure	Care provider delegates	Grey Matters	Email me, flyer, events and Clinical Commissioning Group colleagues
Autumn Conference	Annually	A learning and development workshop to provide topics of interest for owners, managers, senior workers and trainers in care provider settings	To be identified	Skills for Care and Stakeholder Board Partners	Email me, flyer, events, Clinical Commissioning Group colleagues, meetings with Health and Nursing Associate contacts
Annual Business Conference and consultation to present end of year report and provide information on support available for the future	Annually	To feedback on progress against priorities and consult on priorities for the new year	Sponsorship and project funds	Stakeholder Partners and Quality Management Team	Email me, flyer, events, Clinical Commissioning Group colleagues, meetings with Health and Nursing Associate contacts

Other events that aim to develop the social care workforce at all levels	Ad hoc	To raise the standards of care in Nottinghamshire	As appropriate	As appropriate	Email me, flyer, events and Clinical Commissioning Group colleagues
PROMOTION TO SUPPORT FUNDED PROJECT WORK FOR 2017 - 2019	Frequency	Purpose	Funded by	In Partnership With	Method of Advertising
Regular emails promoting learning and development opportunities being offered by partners and stakeholders that benefit the care sector	Weekly	These support the OWL priority of seeking to reduce duplication of resources	No cost	Stakeholder Board partners	Email me and OWL emails
Development of care provider competences to support the work of the Trusted Assessor in preventing unnecessary hospital admissions and speeding up successful discharges	Workshops to be delivered in Jan 2018	These workshops will link in to the Trusted Assessor project being initiated by ASCHPP, in partnership with the Notts Care Association and OWL	£20,700 from Skills for Care WDIF	Urgent and Emergency Care Partnership	OWL Autumn Conference 2017, Clinical Commissioning Group Partners, Email me and OWL Stakeholder Board
Development of sustainable programme for Nursing and Senior Care provider competences in healthcare related skills that will reduce admissions to hospital	Ongoing programme being developed	This will look into funding opportunities through the Apprenticeship route in order to make these learning events affordable and sustainable	£35k from Health Education England	Urgent and Emergency Care Partnership	OWL Autumn Conference 2017, Clinical Commissioning Group Partners, Email me and OWL Stakeholder Board
Other projects that aim to develop the social care workforce at all levels	Ad hoc	To raise the standards of care in Nottinghamshire	As appropriate	As appropriate	Email me, flyer, events Clinical Commissioning Group colleagues