Meeting 08-06-18

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|  | Training Plans and CPD offer **Paper 5** | Melissa Leitch |

**Summary**

Following responses to the 2017 PG survey and the workshops held at the 2018 NES PG event, it was felt that NES may be able to assist trainees and their supervisors in several ways. Firstly, it was recognised that training can be difficult when no clear plan has been agreed at the outset of training. Thus, a template training plan has been made available on the Knowledge Network.

During the PG event in particular, there was much discussion regarding CPD: was it possible to signpost and credentialise for HCS? In response to this, we would like to direct NES courses to the appropriate level of employee, possibly according to the Leadership Framework shown in Appendix I. Furthermore, a resource has been produced to signpost trainees to appropriate CPD resources as mapped to the Common Core List.

**Template Training Plan**

A template Training Plan is now held on the Knowledge Network and all trainees being issued with a National Training Number will be asked to complete this document. it is hoped that this will ensure that all HCS trainees have a clear and agreed training plan to assist in structuring training according to the appropriate learning outcomes. An added benefit of this completed document is that it will allow NES to record the appropriate details in the TURAS database, ensuring we have an accurate record of training for all NTN holders.

**Advice Sought**

**Is this the right amount of information to hold for each trainee?**

**Will this assist in structuring training?**

**CPD offer**

During the 2018 PG event, the question was asked 'What can NES do to support effective training?', resulting in much discussion regarding CPD: offer and credentialing. NES currently offer four face to face courses: Early Career, Refreshing Leadership, Train the Trainer and Trainees in Difficulty. It in intended that we ‘credentialise’ these, possibly according to a Leadership Framework (see Appendix I)

A need for CPD resource signposting was also identified. Therefore, a document has been produced, which seeks to map available CPD resources to the Common Core List. This will be held on the Knowledge Network as a way of pointing trainees and their supervisors to appropriate CPD resources.

**Advice Sought**

**Thoughts on the Leadership Framework to ‘level’ NES courses?**

**Is the CCL/CPD document a good resource for HCS CPD? Are you aware of any sources to include?**

**Could we increase range of face to face course? Suggestions for themes?**

**Appendix I**

