THE APPRENTICE
and TRAINING PARTNERSHIP

EPR APPRENTICESHIPS

Programme Overview:

As a specialist NHS training provider The ATP was recently commissioned by Salford Royal NHS Trust and Southport & Ormskirk NHS Trust, to design apprenticeship programmes that aid and support various roles within the EPR team. Job titles include (but are not limited to);

- Clinical Systems Applications Specialist
- EPR Systems Manager
- EPR Systems Trainer

As part of the apprenticeship development process our team interviewed and observed members of the EPR team at Salford Royal NHS Trust in order to ensure the apprenticeships were compatible with EPR roles and objectives.

The apprenticeships are offered at Level 3 and Level 4. Embedded qualifications can include MTAs in networking and programming; and we can also offer an ISTQB testing qualification.

The framework for the apprenticeship comprises of two main qualifications; one competency based and one knowledge based. There are also optional units. The competency qualification must be assessed in the workplace wherever possible; and it is recommended that optional units should also be assessed in this context. The knowledge qualification (or technical certificate) will generally be taught in an off-the-job setting and assessed using assignments/briefs and/or tests; in order to ensure the apprentice has gained the underpinning theory and principles required for the role. If "vendor" units are selected; depending upon the industry, practical assignments, tests and/or examinations will be led by the industry standard and set by them.

Entry Requirements:

Individual employers will set the selection criteria, but this might include five GCSEs and/or A levels; other relevant qualifications and experience; or an aptitude test with a focus on functional maths.

Initial Assessments:

An initial assessment of Maths and English will be carried out for all apprentices using an approved diagnostic tool (BKSB, ForSkills); this will include initial assessment and full diagnostic of knowledge in Maths and English to gauge the level at which the apprentice is working. This will enable us to support the apprentice and structure training provision.

Who is it for?

Job titles include (but are not limited to);

- Clinical Systems Applications Specialist
- EPR Systems Manager
- EPR Systems Trainer

Programme Duration:

Level 3: 12 – 18 months
Level 4: 18 – 24 months

Delivery Model:

A minimum of 20% of the apprenticeship training takes place off-the-job and is flexibly delivered to suit your business with either classroom training and/or workshops in the workplace; block-training or day-release at our centre, with the remaining time being spent in the workplace.

A full timetable for training, ongoing assessment and End-Point Assessment will be issued to both you as the employer and the apprentice; once the delivery model and training elements have been agreed.

On programme assessment will take the form of progress reviews with the trainer, employer and apprentice at least every 12 weeks. Feedback with ongoing development will include additional learning materials, resources and training delivered through the apprentice's e-portfolio OneFile; to which employers have access to view the progress and the development of each apprentice.

Programme Structure:

Level 3 Advanced Apprenticeship for IT, Software, Web and Telecom Professionals Framework

The Level 3 apprenticeship would best suit someone new to post who may need to learn about the information flow and reasoning behind the need for an EPR system.

Consisting of the following qualifications:

- BTEC Level 3 Certificate or Diploma in ICT Systems and Principles
- BTEC Level 3 Diploma in Professional Competence for IT and Telecommunications Professionals
- Functional Skills English/Maths Level 2 (if required)

Technical training will consist of the following units:

- Project Planning in IT
- Information Systems
- Impact of the Use of IT on Business Systems

Competency training and portfolio:

- Health & safety
- Personal development
- Data modelling
- Investigating and defining customer requirements
- Security of ICT systems
- Technical advice and guidance
- Testing ICT systems

Level 4 Higher Apprenticeship for IT, Software, Web and Telecom Professionals Framework

The Level 4 apprenticeship contains an HND in computing which will provide a higher level of knowledge of the overall workings of systems and includes mandatory modules in programming and networking.

Consisting of the following qualifications:

- BTEC Level 4 Higher National Diploma (HND) in Computing
- BTEC Level 4 Diploma in Professional Competence for IT and Telecommunications Professionals
- Functional Skills English/Maths Level 2 (if required)

Technical training will consist of the following units:

- Programming
- Networking
- Professional Practice
- Database Design and Development
- Security
- Managing a Successful Computer Project

Competency training and portfolio:

- Data modelling
- Investigating and defining customer requirements
- Security of ICT systems
- Technical advice and Guidance
- Testing ICT systems

Progression:

Apprentices who have completed either an intermediate or advanced apprenticeship for IT, Software, Web & Telecoms Professionals are able to progress onto a Level 4 higher apprenticeship in IT, Software, Web & Telecoms Professionals, as well as a team leadership or management apprenticeship.

Progressing your apprentice onto a higher level apprenticeship can help your business allocate its levy payment over a prolonged timeframe, upskill apprentices further and assist staff retention and loyalty.

Next Steps:

In order to create an apprenticeship that best suits your business requirements, we will meet with you to discuss the delivery of the programme and how the apprenticeship will be funded. We will provide ongoing support including:

- Search and selection of the right apprentices to meet your business requirements.
- Specifying the training modules to optimise 'in job' performance.
- A tailored service in order to seamlessly integrate with your apprentice managers.
- Updates and information regarding apprenticeship costs and funding.
- Support and guidance for the apprentice and employer from start to finish with one main point of contact for you throughout the whole apprenticeship.
- Employer and apprentice access to a comprehensive range of resources and support material via OneFile.
- Time-efficient visits for training and assessment to work around you.
- Industry specialist qualified trainers and assessors.

Questions?

If you have any questions or concerns relating to supporting an Apprentice, your assigned tutor is always available to help, or, contact one of our advisors on **0330 380 0249.**