

# South West Neuromuscular Operational Delivery Network

## Education & Training Policy



**South West  
Neuromuscular  
Operational  
Delivery Network**

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## 1. South West Neuromuscular ODN Organisational Objectives

- 1.1 The South West Neuromuscular ODN (SWNODN) is a clinically driven network of key stakeholders including doctors, allied health professionals, NHS managers, commissioners, and patients and their carers/relatives.
- 1.2 Our objective is to develop and establish world class and equitable care for people of all ages living with rare neuromuscular conditions in the South West of England, and to improve their quality of life and overall experience of NHS services.
- 1.3 To achieve this we will work with health and social care professionals to develop the appropriate services and increase the knowledge and skills required to manage these complex conditions.
- 1.4 We will also work with service users and their families/carers to ensure they feel supported in self-managing their health in order to improve quality of life.

## 2. Objective of this Policy

- 2.1 The objective of this Policy is to document the activities that the SWNODN will undertake to deliver a programme of education and training to improve clinical outcomes, ensure equity of quality of care and patient experience across the South West.
- 2.2 To achieve the above objectives, the SWNODN has agreed the following specific aims:

### ***Aim 1 - Healthcare Professionals***

Establish a programme of engagement with primary, secondary and community care providers with the aim of increasing their knowledge and skills to improve outcomes, patient experience and quality of care for patients with a neuromuscular condition.

### ***Aim 2 - SWNODN Staff***

Establish an SWNODN Training Policy to support SWNODN staff in maintaining key competencies and continuing professional development to enable them to deliver specialist training and support colleagues.

### ***Aim 3 - Patient & Public***

Establish a programme of patient and public engagement to support the sharing of self-management skills and knowledge and understanding of neuromuscular conditions. This would be inclusive of carers and family members at particular milestones in their life.

### 3. How the South West Neuromuscular ODN will deliver the aims of this Policy

**Aim 1 Healthcare Professionals** – Establish a programme of engagement with primary, secondary and community care providers with the aim of increasing their knowledge and skills to improve outcomes, patient experience and quality of care for patients with a neuromuscular condition.

3.1 The SWNODN will identify and communicate with healthcare professionals across primary, secondary and tertiary care who are involved with the care of neuromuscular patients.

#### Health and Social Care professionals who play a role in the care of people with a neuromuscular condition.

Primary Care	Acute Trusts
GPs Trainee GPs District Nurses	Junior doctors Specialist doctors (respiratory, cardiology, genetics) Nursing staff Allied Healthcare Professionals NM Advisors Specialist Nurses
Community Trusts	Social Care/Non-clinical community
Community Allied Healthcare Professionals Community Matrons Specialist Nurses	Social workers School teachers Higher Education teachers
Third Sector Organisations	Other
Muscular Dystrophy UK Action Duchenne CMT UK MyAware	

3.2 The SWNODN will identify the most productive and accessible method of engagement with each profession to develop an Annual Programme of Education and Training in primary, secondary and tertiary care settings.

3.3 SWNODN staff will work with the host Trust and provider Trust Learning & Research Departments to support the delivery of education and training within Specialist SWNODN centres.

3.4 The SWNODN team will ensure any training is delivered in a timely manner in locations/specialties where there is most need.

3.5 SWNODN staff will forge links with Community Teams to identify any training requirements and agree the best way to deliver that training.

3.6 The SWNODN will utilise all forms of technology and media to support the education programme and facilitate the sharing of best practice across the South West.

3.7 The SWNODN will drive continuous improvement of education via feedback which is evaluated and considered for subsequent sessions.

3.8 The SWNODN will collaborate with third sector organisations in their developments of learning resources.

**Aim 2**      **SWNODN Staff** – Establish an SWNODN Training Policy to support SWNODN staff in maintaining key competencies and continuing professional development to enable them to deliver specialist training and support colleagues.

3.9 The SWNODN will develop a Training Policy to ensure equity of access to, and best use of, training funds and study leave across the ODN.

3.10 The SWNODN will identify team competencies required for each role within the Network.

3.11 All SWNODN staff will engage with continuing professional development in line with their registered organisation's standards and the competencies identified by the Network.

3.12 SWNODN staff will ensure they are up to date with their local provider Trust's mandatory training.

3.13 SWNODN staff will keep up to date with latest research in the neuromuscular field and share knowledge with SWNODN team and wider audience via agreed education and training methods.

**Aim 3**      **Patient & Public** - Establish a programme of patient and public engagement to support the sharing of self-management skills and knowledge and understanding of neuromuscular conditions. This would be inclusive of carers and family members at particular milestones in their life.

3.14 The SWNODN will identify areas of need in local patient populations or by neuromuscular condition to develop a variety of educational and support resources.

3.15 The SWNODN will identify and use preferred methods of engagement with patients, carers and their families.

3.16 The SWNODN will use appropriate media to support and facilitate patient and public engagement via events, workshops, printed resources, SWNODN website and other identified means.

3.17 The SWNODN will ensure equitable access to any patient and public engagement activities by location and venue accessibility.

3.18 The SWNODN will carry out pilot courses/workshops to ensure the needs of patients are met through evaluation of feedback. The Network will incorporate a flexible and responsive approach to improving provision and methods before rolling out courses/workshops across a wider area.

3.19 An annual programme of patient and public engagement, that addresses some key milestones in living with a neuromuscular condition as detailed below, will be developed across the South West.

## Key Milestones in living with a Neuromuscular condition

Milestone	Method of Engagement
Newly diagnosed Children	Parents' Workshop
Newly diagnosed Adults	New diagnosis workshop
Life limiting conditions	Parents' workshop
On-going self-management	Living Well with a Neuromuscular Condition course
Living independently	Independent Living Day / Muscle café
Moving from paediatric to adult services	Transition Workshop
Peer support for children and young people	Independent Living Day / social event

3.20 The SWNODN will work in collaboration with third sector organisations to deliver patient and public engagement events.

## 4. Roles and responsibilities

4.1 All SWNODN staff will be expected to contribute to the Network Education and Training Policy via:

- 4.1.1 Linking with local Trusts (primary, acute and community) to utilise local training and education opportunities.
- 4.1.2 Identify gaps in knowledge and skills of healthcare professionals and providing solutions to address those gaps.
- 4.1.3 Identifying the needs of the local community around conditions and milestones and providing solutions to address those needs.
- 4.1.4 Developing and contributing to SWNODN events, publications and website to provide educational resources for all stakeholders.
- 4.1.5 Ensuring healthcare professionals involved in the care of people with a neuromuscular condition are aware of the SWNODN specialist resource available.
- 4.1.6 Ensuring patients and their families are aware of the SWNODN specialist resource available to support self-management.

Document approved by the SWNODN Executive Board on 1 August 2016

Review date: The Education and Training Policy will be reviewed annually or sooner if required.