

2018/19 Apprenticeship Prospectus



Foreword

Apprenticeships combine practical training in a job with study. Apprenticeships through the West Yorkshire & Harrogate Excellence Centre are available to all member organisations.

Every apprenticeship requires you to spend time in a learning environment this can be a combination of face to face classroom sessions, individual assessment both relating to programme and job performance, reflective study, shadowing, webinars and enhancement placements.

Please take advantage of the excellent opportunities on offer throughout this brochure. If you have any suggestions for additional

apprenticeships that would support your organisation and the wider health and care economy in West Yorkshire and Harrogate we welcome your suggestions.



Karren Vella
WYHEC Director



Apprenticeships

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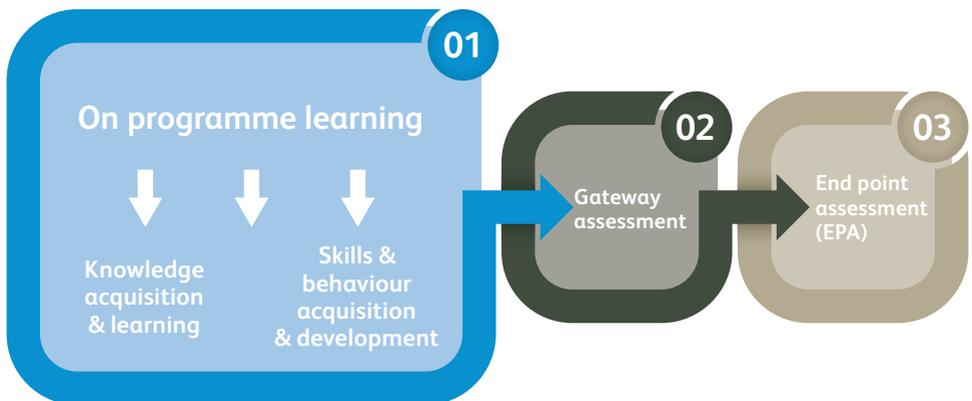
Useful Facts for employers about Apprenticeships

Definitions of an Apprenticeship

An apprenticeship is a job, in a skilled occupation, that requires substantial and sustained training, leading to the achievement of an apprenticeship standard and the development of transferable skills to progress careers.

A new job that requires new knowledge and skills; or an existing job role, where the individual needs significant new knowledge and skills to be occupationally competent.

Apprenticeships are work-based training programmes that are an excellent way of attracting new and developing existing talent.



1.

Standards and Frameworks

As part of recent government reforms, Apprenticeship “Frameworks” (the old type of apprenticeships) are being phased out and replaced by the new type of apprenticeships “Standards”. These are being introduced to better meet the needs of employers and raise quality. The Institute of Apprentices is working with employer “trailblazer groups” to create and develop standards and aim to phase out apprenticeship frameworks by 2020. This means that employers may be using both frameworks and standards at the current time. It is important for employers to know whether the provider is offering standards or frameworks as it affects delivery, assessment and funding of the apprenticeship.

Standards are occupationally focussed rather than qualification led. They are developed by employers who determine the knowledge behaviours and skills required in their workforce and thus the apprentice standard. Rather than on-going assessment of competence and the achievement of vocational

qualifications as required in frameworks, standards require an independent end point assessment. Employers can be more confident that the apprentice has demonstrated they have the appropriate skills and are capable and qualified for their role.

Approximately 40% of Apprenticeship Standards are being developed at higher education levels rather than entry levels and there has been a shift in demand from roles such as business administration and customer service to higher and degree apprenticeships in technical, managerial and professional occupational areas

2.

Apprentices are employees and there must be a genuine job available during the apprenticeship

This means that:

- The apprentice must be paid by an employer (or by an apprenticeship training agency) & have a contract of service which is long enough for them to complete the apprenticeship successfully.
- The apprentice’s job role must provide the opportunity for them to gain the knowledge, skills

and behaviours needed to achieve their apprenticeship.

- The apprentice must have appropriate support and supervision on the job, to carry out their job role.
- Apprentices must be an employee on the first day of their apprenticeship and as a minimum at least be paid a wage consistent with the law* for the time they are in work, in off-the-job training and studying English and maths (if appropriate).
*See : <https://www.gov.uk/apprenticeships-guide/pay-and-conditions>

3.

Anyone over the age of 16 can be funded for an Apprenticeship

This includes individuals who have who have previously taken an apprenticeship and those who have attained prior qualifications at the same, higher or lower levels (including graduates who wish to reskill). This means that Apprenticeships can be used both to recruit staff into your organisation and to develop existing staff; however Apprenticeship funding can only be used where employers can demonstrate that the apprenticeship will allow the learner to acquire substantial new skills.

There is no upper age limit for funding however there are a number of eligibility criteria that individuals will need to meet to access funding. For example individuals already on a Dfe funded Further Education /Higher Education course and those who do not have an eligible residency status will not be able to undertake an apprenticeship.

4.

The minimum length of an Apprenticeship

The minimum duration of an apprenticeship framework is 366 days and an apprenticeship standard is 372 days.. In many cases, however the apprenticeship specification requires this to be longer to support the delivery of the full apprenticeship content typically 3-5 years for Higher & Degree Apprenticeships. For apprenticeship standards, the end-point assessment can only be taken after the minimum duration has been met. The minimum duration of each apprenticeship is based on the apprentice working at least 30 hours a week and includes any off-the-job training they undertake.

If the apprentice works fewer than 30 hours a week

the expected duration of the apprenticeship will be extended.

5.

The need for an Apprenticeship Agreement & Commitment statement

To utilise Apprentice funding employers need to evidence that the apprentice has an apprenticeship agreement with them from the start of, and throughout, their apprenticeship. Also that there is a commitment statement or learning plan between themselves, the apprentice and the training provider.

An apprenticeship agreement template can be accessed from:
<https://goo.gl/G44C8R>

6.

Off -the- job training requirement

To attract government funding at least 20% of the apprentice's paid hours, , must be spent on off-the-job training and this must be evidenced. Apprentices may need more than 20% off-the-job training. "Off -the-job" training can include the following:

- The teaching of theory (for example, lectures, role playing, simulation exercises, online learning, and manufacturer training)
- Practical training, shadowing, mentoring, industry visits, and attendance at competitions;
- Learning support and time spent writing assessments/ assignments.
- English and maths (except where this is up to and including level 2 as it is funded separately).

Guidance for employers on the off-the-job training requirements involved in an apprenticeship can be accessed from:

<https://goo.gl/pZBdWi>

Off-the-job training does not include training which takes place outside the apprentices paid working hours or progress reviews/ on-programme assessment needed for an apprenticeship framework or standard.

It is up to the employer and provider to decide at what point during the apprenticeship the training is best delivered as it will depend on what is best for the organisation and the apprentice and on the technical or theoretical requirements of the Apprenticeship standard.

7.

Taking account of prior learning

Prior learning can be accounted for in an Apprenticeship. As Apprenticeship funding must not be used to pay for skills already attained by an apprentice it may affect the price negotiated between the employer and the provider. When negotiating a price with the main provider employers should ensure that the main provider has reduced the price, length or content of the apprenticeship to account for prior learning.
N.B. the length of an apprenticeship will only be reduced where the minimum apprenticeship has been satisfied.

8.

End Point Assessment

Standards require all apprentices to undertake an independent end-point assessment to assess the skills, knowledge and behaviours that have been learnt through the apprenticeship. The purpose of the assessment is to make sure that the apprentice meets the standard

set by employers and is fully competent in the role.

The requirements for end-point assessment are set out in the assessment plan for each specific standard and are conducted by an organisation or someone who is not involved in the delivery of the apprenticeship.

As with selecting a training provider, employers have a choice when it comes to End Point Assessment organisations. Providers can help employers to find an end-point assessment organisation.

The cost of end-point assessment should not usually exceed 20% of the funding band maximum. In the event that students do not pass the EPA first time, employers are advised to agree with the provider to include the provision for EPA re-takes within the overall cost of apprenticeship delivery.

***Reference: Education and Skills Agency Apprenticeship funding rules and guidance for employer Aug 2018- July 2019:**

<https://goo.gl/a3bJBS>

9.

Transfer levy funds

Levy paying employers can transfer up to 10% of their levy funds to other organisations for them to use to train any number of apprentices.

Transferred funds can only be used to pay for the training and assessment cost of apprenticeship standards and must be attributed to a named standard(s) and named member(s) of staff.

Sending and receiving employers need to know that:

- funds are paid monthly for the duration of the apprenticeship
- only levy-paying employers can make a transfer but they can transfer to multiple organisations
- any employer can receive and use transferred funds (including Apprenticeship Training Agencies)
- sending and receiving employers have to be registered on the apprenticeship service (also known as Digital Apprenticeship Service “DAS”)
- transfers can only be used for new starts
- Employers cannot just ‘gift’ their levy because they are not using it and it might

expire. Money available for transfer needs to cover the total cost & duration of the agreed apprenticeship programme (not just the 10% co-investment) and the gifter must be in agreement with the programmes the money is used on.

See: <https://goo.gl/54g82c>

10.

Additional funding

There is Additional government funding for Apprenticeships. Under the recently updated funding rules (Aug 2018) additional payments can be accessed by employers and training providers to help with the costs associated with supporting younger apprentices (16-18 year olds), young care leavers and young adults with additional learning needs. The additional payments can be accessed by both levy and non-levy paying organisations.

Levy and non-levy Employers can access:

- £1,000 to support apprentices aged 16-18
- £1,000 to support apprentices aged 19-24 who have previously been in care or who have a local authority

education health and care (EHC) plan.

Small employers (SMES) with less than 50 people working for them can also access 100% funding for apprenticeships.

Training providers can access:

- Additional funding where apprentices need help to gain the minimum standard of Level 2 in English and Maths, or re-quire additional learning support as a result of conditions such as dyslexia, learning difficulties or disabilities. (N.B. For apprentices with an EHC plan or a legacy statement, the English and Maths requirements can also be reduced to Entry Level 3)
- £1,000 to support apprentices aged 16-18 or 19-24 where they are care leavers or have a local authority care (EHC) plan (this is in addition to the £1,000 available for employers)
- £600 towards the cost of training apprenticeship who are on frameworks and live in deprived areas
- Funding support (20% of apprenticeship funding band) to support transition of from frameworks to standards where they provide apprenticeships for younger apprentices.

Funding through Access to Work Access to Work is available to support disabled apprentices or those with long-term health conditions to support workplace adjustments. More information about Access to Work is available on the government website:

<https://goo.gl/VGefoU>

Apprenticeships in health and social care useful online guidance & resources

Skills for Care

Information for care organisations on Apprenticeships that can be accessed from the Skills for Care website www.skillsforcare.org.uk/apprenticeships includes an overview of apprenticeships plus information and guidance on:

- Apprenticeship standards for adult social care
 - Recruiting an apprentice
 - Funding and the levy
 - Delivering an apprenticeship
-

Government Guidance and Resources

See <https://goo.gl/nbVLhA> covering the following topics:

- Employing and recruiting apprentices
 - How to register and use the apprenticeship service as an employer
 - Apprenticeship funding - how it works and apprenticeship bands
 - Register of end point assessment organisations & training providers
-

National Skills Academy for Health and Health Education England

Quality Principles for NHS Employers - <https://goo.gl/pa7ftL>

NHS Employers

Large resource includes case studies, section on policies and a briefing document “using the Apprenticeship levy” -

<https://goo.gl/MGWyFW>

Skills for Health

Healthcare Apprenticeship standards online (HASO) - a great resource to search for healthcare apprenticeship standards and see what stage of development the standards are:

<https://goo.gl/eQNLdt>

UNISON

Apprenticeship Pay Guide - July 2017 -

<https://goo.gl/R4ScZu>

“Negotiating a model Apprenticeship policy in your workplace” -

<https://goo.gl/NcX1Ea>

SFA/BIS Online tool to help employers to estimate the cost of the levy -

<https://goo.gl/Jy3mY2>



INSTITUTE FOR APPRENTICESHIPS

Information for employers to assist in becoming an apprenticeship 'trailblazer' -

<https://goo.gl/ZpFk4S>



Apprenticeships



LEARN



SUCCEED



EARN

You are a Small Medium Enterprise (SME) with an annual payroll of £650,000, or a care provider organisation with an annual payroll of under £3 million



Due to your annual payroll you are classed as a **"NON LEVY PAYING EMPLOYER"**

You are exploring the use of Apprenticeship training to recruit new staff, or to put existing staff into new roles

APPRENTICESHIPS AVAILABLE THROUGH WEST YORKSHIRE EXCELLENCE CENTRE

Ready to recruit?



If you are a small employer with less than 50 employees & you take on a 16-18 year old apprentice, you will be exempt from paying the 10% co-investment. The training costs will be fully covered by Government (as long as they are within the funding cap)



As a **NON-LEVY PAYING EMPLOYER** you are required to pay a 10% contribution to the overall cost of an Apprenticeship. The maximum cost is set by the government

Check out the quality assured** Apprenticeship programmes accessible through the West Yorkshire and Harrogate Excellence Centre (WYHEC)

Email the Excellence Centre team to find out more: leedsth-tr.wyhexcellencecentre@nhs.net

We recommend you develop a Service Level Agreement (SLA) between you and the Learning Provider****

The WYHEC team will co-ordinate on-going evaluation of providers in partnership with you and other health care employers



Agree staff learners and or recruit new apprentices



The Apprenticeship starts

You pay the learning provider on a monthly basis - 20% of the total amount is held back for End Point Assessment



NOTES

*Apprenticeship provision provided through the Excellence Centre has been procured on behalf of employers with due diligence and in line with public sector procurement guidelines.

** These aren't the only Learning Providers you can use and there are other quality mark providers at providers may have. However

those mentioned are Quality "gold standards" that are given to the best learning and development in the Health & Adult Social Care sectors.

See:
<https://goo.gl/dvinv7>
<https://goo.gl/VEMzW2>

***A list of Apprenticeship frameworks can be accessed from <https://goo.gl/iZaSFs>

**** Sample Service Level Agreement Templates and advice on choosing an Apprenticeship provider can be obtained from the West Yorkshire and Harrogate Excellence Centre team.

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UNSURE WHICH APPRENTICESHIP STANDARD?

Apprenticeships standards available nationally can be found at:
<https://goo.gl/mnL5rQ>

APPRENTICESHIPS NOT OFFERED THROUGH THE WYHEC

SOURCING A LEARNING PROVIDER

Contact Learning Providers from the approved Skills Funding Agency List (ROATP)

<https://goo.gl/BjjukC>

*We recommend that you use a provider that has gained a sector specific quality mark e.g. The Skills for Health Quality Mark or Skills for Care Endorsement**

Decide which apprenticeship programmes to run with your learning provider

Agree on the cost of the Apprenticeship with the learning provider & the duration of each programme (min 12 months)

Choose a learning provider to work with
The learning provider will help co-ordinate the funding & delivery of the apprenticeship & can help find an end point assessment organisation

Recruit new apprentices &/or put existing staff in new roles requiring an apprenticeship

You are advised to hold regular meetings with the provider to monitor and evaluation the provision

The Apprenticeship starts

You pay the learning provider on a monthly basis - 20% of the total amount is held back until the final month once the employer has assurance that the provider has fulfilled all requirements to claim successful completion for the apprentice.

If the cost of the training & assessment goes over the maximum funding band agreed by the government you will need to pay the difference with funding from your own budget see:

<https://goo.gl/WeQy9F>

We recommend you put in place a service Level Agreement (SLA) between your organisation & the learning provider****

 Apprenticeships

NON LEVY EMPLOYER FLOW CHART

You are a UK employer who pays over £3 million in payroll per year



Organisations could access additional incentives e.g. £1,000 for employing a 16-18 year old apprentice



As a **LEVY PAYING EMPLOYER** you are required to set up a digital account to manage and pay for apprenticeship training <https://manage-apprenticeships.service.gov.uk/> & report and pay for apprenticeship learning and assessment to HMRC through the PAYE process



As a **LEVY PAYING EMPLOYER** you will be required to pay the levy (0.5% of your payroll over £3m) monthly into your digital account whether you spend funds in your account or not. The government adds an additional 10%



You are exploring the use of Apprenticeship training to recruit new staff, or to put existing staff into new roles



Check out the quality assured** Apprenticeship programmes accessible through the West Yorkshire and Harrogate Excellence Centre (WYHEC)

Email the Excellence Centre team to find out more: leedsth-tr.wyhexcellencecentre@nhs.net

We recommend you develop a Service Level Agreement (SLA) between you and the Learning Provider****

The WYHEC team will co-ordinate on-going evaluation of providers in partnership with you and other health care employers



Agree staff learners and or recruit new apprentices

The Apprenticeship starts

You pay the learning provider on a monthly basis - 20% of the total amount is held back until the final month once the employer has assurance that the provider has fulfilled all requirements to claim successful completion for the apprentice.

If the cost of the training in more than in your digital account you will need to top it up. The government will contribute 90% of these costs



NOTES

*A list of Apprenticeship frameworks can be accessed from: <https://goo.gl/UT4vkL>

**Apprenticeships offered through the Excellence Centre have been procured on behalf of healthcare employers with due diligence and following public sector procurement guidelines.

*** Sample Service Level Agreement Templates and advice on choosing an Apprenticeship provider can be obtained from the West Yorkshire and Harrogate Excellence Centre.

****These aren't the only Learning Providers you can use and there are other quality mark providers may have, however those mentioned are Quality "Gold standards" that are given to the best learning and development in the Health & Adult Social Care sectors.

See: <https://goo.gl/717g87>

<https://goo.gl/LckDUV>

Go to this link to see the maximum cost of Apprenticeships set by government: <https://goo.gl/fPazKM>

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UNSURE WHICH APPRENTICESHIP STANDARD?

Apprenticeships standards available nationally can be found at:
<https://goo.gl/2s7kwW>

APPRENTICESHIPS NOT OFFERED THROUGH THE WYHEC

SOURCING A LEARNING PROVIDER

Contact Learning Providers from the approved Skills Funding Agency List (ROATP)

<https://goo.gl/Bj4Qvk>

*We recommend that you use a provider that has gained a sector specific quality mark e.g. The Skills for Health Quality Mark or Skills for Care Endorsement**

Decide which apprenticeship programmes to run with your learning provider

Agree on the cost of the Apprenticeship with the learning provider & the duration of each programme (min 12 months)

Choose a learning provider to work with
The learning provider will help co-ordinate the funding & delivery of the apprenticeship & can help find an end point assessment organisation

Recruit new apprentices &/or put existing staff in new roles requiring an apprenticeship

You are advised to hold regular meetings with the provider to monitor and evaluation the provision

The Apprenticeship starts

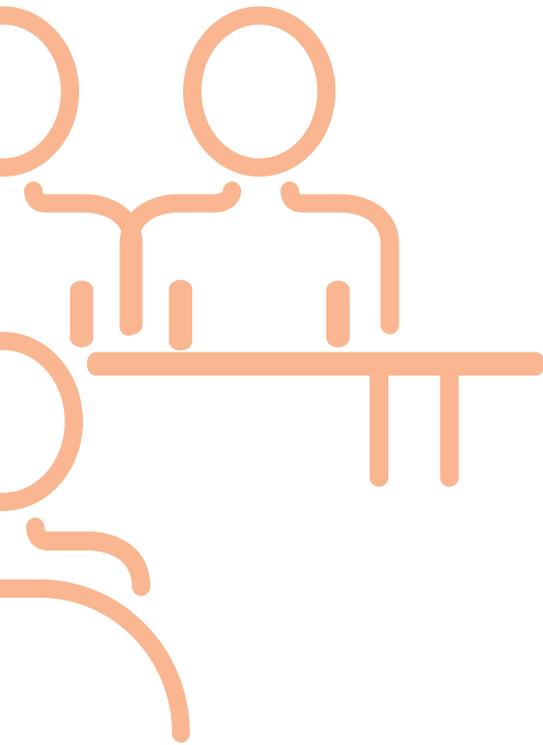
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If the cost of the training in more than the money in your digital account you will need to top it up. The government will contribute 90% of these costs

We recommend you put in place a service Level Agreement (SLA) between your organisation & the learning provider****



LEVY PAYING EMPLOYER FLOW CHART



Management & Leadership

To support the Health & Care economy in delivering excellent health and care for patients, we need highly trained staff, capable of meeting and responding successfully to service challenges and new ways of working.

It is imperative that we develop leaders for the future and to do this we want to support organisations to develop leaders at all levels through high quality on the job training and education. Through the Management and leadership apprenticeship staff will be supported not just to learn how to lead and manage but how to implement appropriate approaches in the workplace.

Delivered through a mixture of taught sessions and off job learning our Management & Leadership apprenticeships are tailored to staff in health and care sectors and offer the opportunity for staff to develop their skills and their careers.

Management & Leadership				
Title	Provider	Max Government Funding/Cost	Duration	Suitability
Level 3 Team Leader/ Supervisor	BPP University	£5,000	18 months	For staff who are new to a management role with operational /project responsibilities or the responsibility for managing a team to deliver a clearly defined outcome
Level 5 Operations/ Departmental Manager	BPP University	£9,000	21 months	Staff managing teams or projects and have responsibility for achieving operational or departmental goals & objectives

To access these apprenticeships please contact the [West Yorkshire & Harrogate Excellence Centre](#) team at: Leedsth-tr.WYHExcellenceCentre@nhs.net or on **07887454591**.

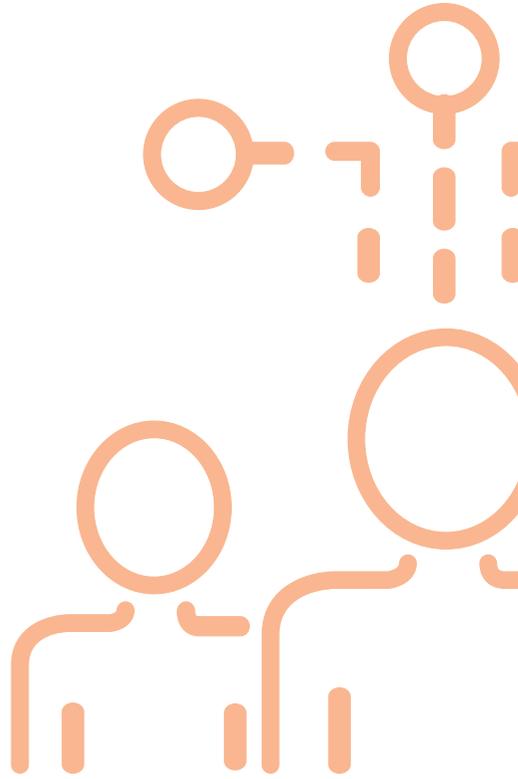
Human Resources

These courses offer HR professionals the opportunity to gain a Level 3 (HR Support) or a Level 5 (HR Consultant/Partner) qualification and to secure associate membership with the Chartered Institute of Professional Development (CIPD).

The modules covered during these apprenticeships will include Business Understanding, The HR Function, Learning & Development and a variety of relevant HR and OD modules.

The courses are delivered through BPP University in partnership with the HPMA, the West Yorkshire & Harrogate Excellence Centre and Healthcare People Management Association (HPMA). BPP are the UK's first private university. They are Europe's largest accountancy, finance, legal & professional services training provider.

The course is accessed primarily through webinars and virtual learning with additional access to face to face seminars and master-classes aimed at the public sector.



Human Resources				
Title	Provider	Max Government Funding/Cost	Duration	Suitability
Level 3 HR Support	BPP University	£5,000	22 months	Staff new to a career in Human Resources who are delivering front line support
Level 5 HR Consultant/ Partner	BPP University	£5,000	23 months	Staff working within Human Resources or Learning & Development roles and providing HR expertise

To access these apprenticeships please contact the **West Yorkshire & Harrogate Excellence Centre** team at: **Leedsth-tr.WYHExcellenceCentre@nhs.net** or on **07887454591**.

Information Management & Technology

Technological developments such as cloud computing, wireless technology and mobile device management are increasingly impacting on our ways of working and changing how organisations manage their IT infrastructure.

To support organisations in the Health & Care sector to respond to the increasing number of technical developments and educate their teams the West Yorkshire & Harrogate Excellence Centre are launching a series of IMA&T apprenticeships focusing initially on infrastructure maintenance and software development.

Delivered by leading IT apprenticeship provider ESTIO these courses are delivered using a range of face to face learning, webinars and study to allow your teams to gain both knowledge of IT systems management and practical skills. Designed in a way as to be flexible for learners these apprenticeship programmes can be built around you to ensure continuity of service throughout your apprentices learning journey. In addition to the apprenticeship standard, an IT apprentice will receive internationally recognised industry standard vendor qualifications.

Information Technology				
Title	Provider	Max Government Funding/Cost	Duration	Sutability
Level 3 Infrastructure Technician	ESTIO	£15,000	15 months	Staff working or commencing a role in an IT department.
Level 4 Software Developer	ESTIO	£18,000	18 months	Staff developing software systems in an IT function.

To access these apprenticeships please contact the [West Yorkshire & Harrogate Excellence Centre](#) team at: Leedsth-tr.WYHExcellenceCentre@nhs.net or on **07887454591**.

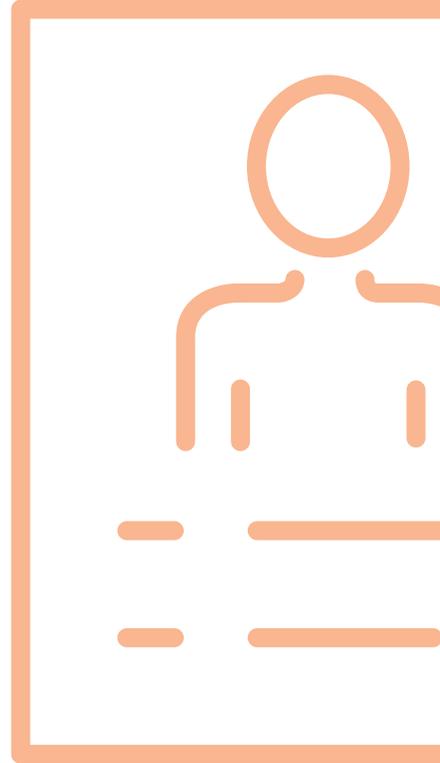
Clinical Coding

With multiple organisations and GP Practices reliant on clinical coding skills to ensure that clinical conditions are correctly recorded, reported on and funded, there is a need to educate staff across the West Yorkshire & Harrogate region to gain a full understanding of Clinical Coding.

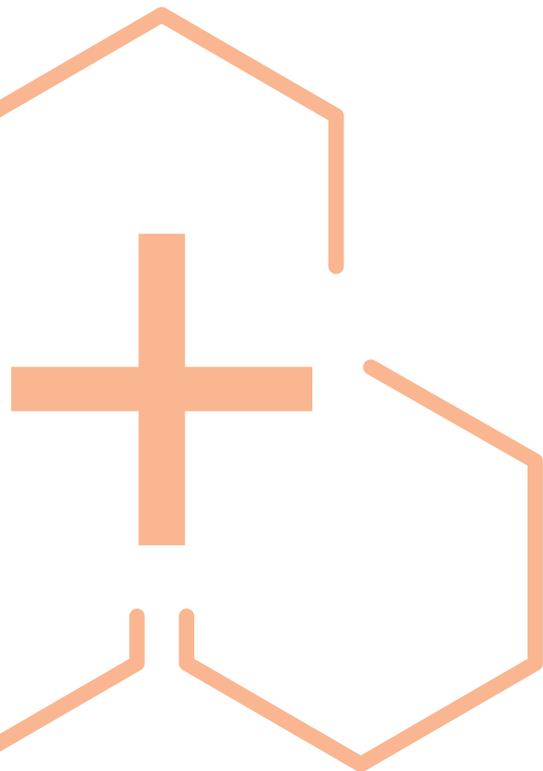
With the apprenticeship for Clinical Coders in final development, The West Yorkshire and Harrogate Excellence Centre are planning to offer one of the first Clinical Coding Apprenticeships in the UK.

As well as enabling learners to gain specific clinical coding skills this apprenticeship will provide a range of underpinning knowledge to support effective working .

The level 3 programme will allow learners to be taught together, gaining a broad experience of the health and care picture across West Yorkshire & Harrogate, and will be advertised as soon as available.



To access these apprenticeships please contact the [West Yorkshire & Harrogate Excellence Centre](#) team at: Leedsth-tr.WYHExcellenceCentre@nhs.net or on **07887454591**.



Healthcare Science

Science is key to the provision of good care, for every patient diagnosis there is a series of tests used to identify what is wrong with an individual, how we can care for them, what our best treatment options are. This work, often occurring behind the scenes involves using high tech equipment, modern techniques and analysis to support care provision

Existing staff working in the field of Healthcare Science are encouraged to access the apprenticeship programmes offered throughout West Yorkshire & Harrogate. As the NHS attempts to create a sustainable pipeline of talent in scientific careers the regions Pathology teams have collaborated to develop a suite of apprenticeship offerings around the Life Sciences.

Healthcare Science				
Title	Provider	Max Government Funding/Cost	Duration	Sutability
Level 2 Healthcare Science Assistant	Sheffield College	£5,000	1 Year	Staff new to working in Healthcare Science
Level 4 Healthcare Science Associate	Sheffield College	£9,000	2 Years	Staff with experience working in Healthcare Science and progressing towards scientific accreditation
Level 6 Healthcare Science Practitioner	Bradford University / Sheffield Hallam University	£27,000	3 Years	Experienced Healthcare Scientists

To access these apprenticeships please contact the [West Yorkshire & Harrogate Excellence Centre](#) team at: Leedsth-tr.WYHExcellenceCentre@nhs.net or on **07887454591**.

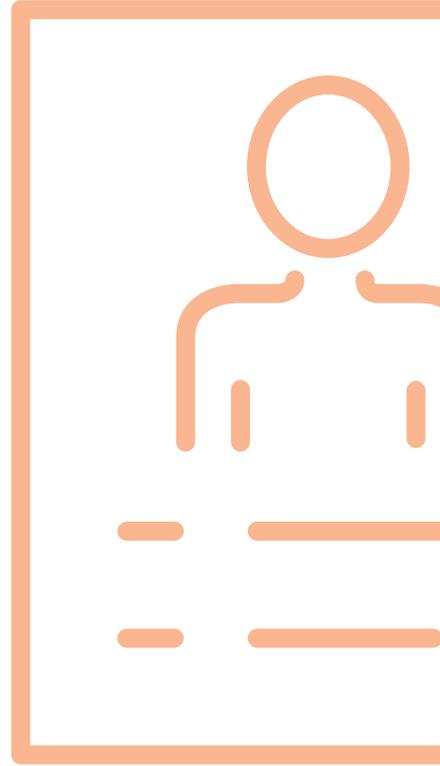
Project Management

In the Health and Care sector change is something we deal with on a day to day basis. We often manage this using project management techniques to ensure smooth transitions to new systems, processes and ways of working.

As part of this level 4 apprenticeship learners gain free membership with the Association of Project Managers and access to microsoft project.

This hugely popular course is designed to train your teams in PRINCE 2 Methodology and includes PRINCE 2 Certification.

As well as PRINCE methodology this programme includes education in lean management techniques and teaches practical project management skills that can be applied throughout ones career.



Project Management				
Title	Provider	Max Government Funding/Cost	Duration	Sutability
Level 4 Associate Project Manager	The Apprentice and Training Partnership	£9,000	24 months	Staff working with teams, projects or change management

To access these apprenticeships please contact the [West Yorkshire & Harrogate Excellence Centre](#) team at: Leedsth-tr.WYHExcellenceCentre@nhs.net or on **07887454591**.

The benefits of accessing Apprenticeships commissioned through the West Yorkshire and Harrogate Excellence Centre.

Apprenticeship programmes in this brochure have been commissioned through the West Yorkshire and Harrogate Excellence Centre on behalf of healthcare sector organisations /employers. As a healthcare employer the benefits of accessing these apprenticeships to attract new or develop existing talent rather than employers procuring the provision themselves include:

- Removal of the time and costs associated with sourcing quality provision and undertaking procurement
- Assurance that the apprenticeship providers that have been chosen have been selected fairly using a process of due diligence that adheres to public sector procurement guidelines and that the apprenticeship providers are able to meet the requirements of both levy and non-levy paying employers
- A guarantee that the support and training within these Apprenticeships is high quality, relevant to the sector and offers added-value as a result of central commissioning
- Access to expert Guidance from colleagues who have a wealth of experience in developing and delivering apprenticeships.

In addition:

Cohorts of apprentices on the programmes will be learning together. As well as learning from each other this provides a network for peer support.

How to access the skills platform

To access any of the apprenticeships outlined within this brochure and for regular information and updates please access the Skills Platform on the link below:

www.skillsplatform.org/organisation/west-yorkshire-excellence-centre

To access these apprenticeships please contact the West Yorkshire & Harrogate Excellence Centre team at:

Leedsth-tr.WYHExcellenceCentre@nhs.net
or on **07887454591**

On Social Media:

 @wyhexcellence

www.nsahealth.org.uk/west-yorkshire-excellence-centre