

Apprenticeships: information for primary and social care employers

What's an Apprenticeship?

A comprehensive training programme that has been designed to enable an employee to develop the knowledge, skills, and behaviours required to undertake a specific job. Apprenticeships can last for 12 months to 5 years and are available for staff of any age. Apprenticeships are available for entry level staff (level 2) up to post graduate master's level (level 7).

If you are a staff member and want to take up an apprenticeship, talk to your manager to see if they will support you or look out for apprenticeship vacancies that you can apply for.

Apprenticeships are a workforce development or recruitment tool – they can support staff development and progression needs as well as helping you to recruit and train new staff. They are delivered through a combination of classes, flexible self-paced learning and learning in the workplace.

For more information see [Skills for Health: Healthcare Apprenticeships](#) and [Skills for Care: Apprenticeships](#).

What are the Benefits?

- **Relevance:** Apprenticeships are designed by employers and job specific – helping staff to develop the skills, knowledge, and behaviours that employers say are needed for the job. The BHR CEPN Training Hub can negotiate further tailoring of programmes to meet your company needs.
- **Providing career pathways:** you can use apprentices to progress staff to a gradual job e.g., from HCA/carer to nursing associate and from nursing associate to registered nurse. You can plan your own [pathways](#) or the BHR CEPN Training Hub can do this for you.
- **Quality learning:** all Apprentices are robustly assessed to ensure they meet the national standards.
- **Funding:** see below

What's the Apprenticeship Levy and how can I receive funding?

The apprenticeship levy is funding that large employers are required to put aside to pay for apprenticeships within their workforce. If an employer wishes, they can transfer some of their levy to non-levy payers. Many primary and social care providers are non-levy payers, and our local NHS Trusts have agreed to prioritise levy transfer to these settings, meaning that you will receive **100% funding for the cost of the apprenticeship training course**. Levy funding can only be used to cover training costs and payment is made to the provider through an electronic employer account. The BHR CEPN Training Hub can support you to set up this account and arrange levy transfers.

Additional funding available for employers includes:

- [Employer incentive payments](#) – these vary from time to time. Currently employers can claim £1,000 if they recruit an apprentice aged 16-18 years or aged under 25 years with a care plan and/or having been in the care of the local authority.
- Social care providers can apply for [Workforce Development funding](#) once their staff complete specified apprenticeships.
- Specific funding is available to help employers to implement particular apprenticeships e.g., Nursing Associate, Advanced Clinical Practitioner, Pharmacy Technician. The BHR CEPN Training Hub can advise on what is currently available.

What do employers need to know about Apprenticeships as an employer?

- **Apprentices are employees** – either existing or newly recruited staff. They have standard employee rights and must have a contract of employment that lasts at least the length of the apprenticeship, working for at least 30 hours per week (ideally full time).
- **The apprenticeship must be relevant to the job** – The staff member needs to be working in a relevant role in order to achieve the apprenticeship – or growing into the target role. This is because they need to apply their learning to the job and demonstrate their abilities and competencies for that particular role.
- **Eligibility** – Staff need to meet apprenticeship eligibility requirements to join an apprenticeship – both standard apprenticeship eligibility and additional entry requirements that are set for some apprenticeships. Ask the BHR CEPN Training Hub for details.
- **Apprentices earn while they learn** – Apprentices are structured to include learning during paid working hours. This is called ‘off the job’ learning and can include classes, workshops, self-directed online/virtual learning and learning in the workplace. All apprentices must undertake at least 20% of their working week in ‘off the job’ learning – for some clinical apprenticeships this can be significantly more. The BHR CEPN Training Hub can advise on what is required and give examples on how employers manage this.
- **Supporting learning in the workplace** – Apprenticeships are a combination of study and learning on the job. All apprenticeships need employers to allocate a manager or member of the team who will help the apprentice to apply their learning into their role in the workplace and also to learn and develop practical skills relevant to the job. With clinical apprenticeships practice-based learning needs to be supported in line with regulatory body requirements.

BHR Training Hub Apprenticeship Offer

Many primary and social care organisations don't have a dedicated training manager who can keep abreast of "all things" apprenticeships. The BHR CEPN Training Hub can help by:

- **Mapping apprenticeship opportunities to your identified workforce needs** – tell us your staff development priorities and we'll tell you where apprenticeships can assist.
- **Supporting your recruitment needs** and helping you to grow new staff (aligning with Care Providers Voice/North-east London Health & Care Partnership projects)
- **Tailoring apprenticeships** so they are contextualised to primary and social care settings.
- **Securing 100% funding for apprenticeship training** by helping you to get apprenticeship levy transfers if you are a non-levy payer. We can also help you to access other funding where available.
- **Helping you to select the right training provider** – via a rigorous selection process for collaborative cohorts or working with individual employers reflecting your individual needs.
- **Managing training programme to get the best results** – via SLAs with training providers, progress monitoring and ensuring effective communication between training provider, learner and manager.
- **Helping you to make informed decisions on apprenticeships** – by providing full information on what each apprenticeship involves, and the commitment and level of investment required.

Join one of our existing apprenticeship programmes or contact us if you are looking for a different apprenticeship – there are over 200 different apprenticeships available, so you have lots of options!

Current Apprenticeships offered by BHR CEPN Training Hub	
L2 Adult Care Worker	L3 Lead Adult Care Worker
L4 Lead Practitioner in Adult Care	L5 Leader in Adult Care
L3 Team Leader	L5 Operations/Departmental management
L7 Senior Leader/MBA	L4 Associate Project management
L2 Healthcare Support Worker	L3 Senior Healthcare Support Worker
L5 Nursing Associate	L6 Registered Nurse Degree apprenticeship "Top Up"
L6 Registered Nurse Degree	L7 Advanced Clinical Practitioner
L3 Improvement technician	L4 Improvement Practitioner
L3 Community Health and Wellbeing	L3 Integrated Pharmacy technician

L2 Customer Service Practitioner	L3 Business Administration
L3 Digital Support technician	L4 Digital Community Manager
Can't see what you want? Get in touch are we'll find the right apprenticeship for your business!	

For more information contact Eloise Mahoney at Jobarter08@gmail.com