

CTA POSTGRADUATE NURSING TRAINING SPECIFICATION

1.0 PREAMBLE

Nurses are a key workforce contributing to improved health outcomes for New Zealanders. Nurses currently make up around half the regulated health workforce (District Health Boards New Zealand 2009)¹. The New Zealand Health Strategy (Ministry of Health 2000) identifies the need for increased support and mentoring of health professionals in training. Government health strategies have identified an increased need for nurses with advanced knowledge and skills in order to deliver on the objectives of these strategies.

Funding for post entry nursing training programmes initially came from the unbundling of Post Entry Clinical Training funding from various sources to the Clinical Training Agency (CTA). Nursing training funding was historically based on the amount of clinical training hospitals reported they were providing for nurses.

Subsequent contracting of these funds has directed similar amounts back to individual hospitals, regardless of overall need. This process resulted in an inequitable distribution of funding between District Health Boards (DHBs). This funding was only available to nurses employed in hospital-based services limiting access to nurses outside of this setting.

The CTA established an Expert Advisory Group (EAG) during 2006 to review the distribution of this funding between DHBs and to consider appropriate parameters to which this funding should be applied. The training specification was then revised in 2009 through consultation with the CTA Nursing Advisory Group (NAG) and other stakeholders, as part of a review of Postgraduate Nursing funding.

This specification outlines the parameters for the application of CTA postgraduate nursing training funds to all of the DHB or Ministry of Health funded health services nursing workforce², within the DHBs specific geographic area. Terms are defined in the CTA Head Agreement and/or Service Agreement.

The broad vision for CTA Postgraduate Nursing Training is:

Working in partnership with key stakeholders to deliver a transparent and consistent model of funding for postgraduate nursing training that will enable nurses to improve health outcomes and disparities of New Zealanders.

¹ District Health Boards New Zealand (DHBNZ) 2009. Current Status of the National Regulated Nursing Workforce.

² Includes DHB provider arm, DHB non-provider arm and Ministry of Health funded nursing workforces. The non-provider-arm healthcare services include Non Government Organisation/Primary Health Organisation/Maori/Pacific/Aged Care etc healthcare services delivered via the DHB Planning and Funding contracts.

To achieve this the CTA Postgraduate Nursing Training model will:

- enhance the accountability and transparency of the funding process
- ensure that funding is targeted to meet prioritised local needs and Government strategies
- provide funds for tuition fees, travel and accommodation costs (as appropriate) clinical release and clinical mentoring for nurses (trainees) to attend postgraduate nursing training programmes
- enable registered nurses to develop advanced nursing practice.

2.0 PROGRAMME SELECTION

DHBs plan services and forecast future workforce needs for the health of their populations. The CTA Postgraduate Nursing Training funding will assist DHBs to develop their nursing workforce according to their planned needs in response to Government policy. DHBs will be responsible for prioritising appropriate postgraduate nursing training programmes, in accordance with:

- prioritised workforce needs, identified by the DHB and local PHOs and NGOs
- the District Annual Plan and District Strategic Plan
- the collective Workforce Action Plan (WAP) of the 21 DHBs
- Government priorities and national health policy.

2.1 PROGRAMME DESCRIPTION

Postgraduate nursing training programmes will build on the foundation of knowledge and skills already achieved in a pre-registration nursing programme and will:

- lead to a nationally recognised qualification at level 8 on the National Qualifications Framework
- be approved by the Nursing Council of New Zealand (NCNZ) or be credited towards a NCNZ approved programme
- acknowledge the cultural characteristics of New Zealand society that influence planning and delivery of health care nursing services
- be accredited by the appropriate accrediting body i.e. New Zealand Qualifications Authority (NZQA) and/or the Committee on University Academic Programmes (CUAP).

Training programmes must be consistent with:

- the requirements of the Health Practitioners Competence Assurance Act (2003)
- the Competencies for the Registered Nurse Scope of Practice (NCNZ, 2005), and/or

- the Competencies for the Nurse Practitioner Scope of Practice (NCNZ, 2008).

2.2 PROGRAMME LEVELS

Eligible programmes will be funded at the level of Bachelor of Nursing (Honours) (BN Hons), Postgraduate Certificate, Postgraduate Diploma or Masters degree level. Trainees will need to apply to the DHB for continuing funding, if on programme completion they decide to continue with further training.

2.3 PROGRAMME FUNDING

The CTA may be directed by Government to target funding to particular clinical service areas or training needs. In this situation the amount of ring-fenced funding to be directed to the targeted training will be described in the service agreement.

Postgraduate nursing training funding that is not ring-fenced must be prioritised according to clause 2 of this Specification.

3.0 PROGRAMME COMPONENTS

This section should be read in conjunction with the **CTA Head Agreement** and relevant **Service Agreement**, which specifies terms for all programmes provided under the contract. Funding can only be accessed once the details of trainees undertaking postgraduate nursing training programmes are forwarded to the CTA in Report One. This is a monitoring requirement.

The CTA Postgraduate Nursing Training funds must be spent on the following components:

3.1 Programme Co-ordination

A designated DHB programme co-ordinator will be responsible for the co-ordination of the CTA funded postgraduate nursing training described in this Specification. The programme co-ordinator will be a registered nurse who has been or is on a pathway to a postgraduate qualification.

Annually the DHB co-ordinator will inform the CTA of the mix of postgraduate nursing training categories and levels required within the total funds available for that DHB.

Additionally the co-ordinator will be responsible for ensuring:

- postgraduate nursing training needs have been prioritised according to clause 2.0 of this Specification
- training programmes meet accreditation and approval requirements according to clause 2.1 of this Specification

- evaluation of programme occurs in liaison with education providers
- quality improvement processes occur
- reports required under the CTA Head Agreement and relevant Service Agreement are provided
- liaison with other DHBs occurs e.g. for the provision of training on a regional basis
- an advisory group(s) is established to support the programme and will include representation from trainees, clinical supervisors, clinical service areas, employers and education providers
- promotion of the postgraduate nursing funding and recruitment of trainees including ring-fenced funding areas takes place.
- a clear written, equitable DHB wide application and selection process is implemented
- liaison with employers, clinical service areas and education providers occurs
- management of postgraduate nursing training funding for tuition, travel and accommodation
- trainee clinical release and clinical mentoring arrangements meet trainee needs
- trainees are aware of available cultural support resources and facilitating access to these resources
- the trainee has a career plan in place
- the trainee is supported to access resources to assist with their training programme
- training is meeting trainee and employer needs
- trainees are not concurrent recipients of scholarships or funding from the Ministry of Health that covers any of the same components as this Specification.

3.2 Tuition Fees

CTA funding provides for full payment of tuition fees and compulsory fees charged by the tertiary education provider for the cost of the trainee attending the programme of study.

3.3 Travel

Travel subsidy is towards actual trainee costs for trainees who are required to travel further than 100kms one way from the usual place of work to the agreed training programme location.

3.4 Accommodation

Accommodation subsidy is towards actual trainee costs for accommodation required at the agreed training programme location.

3.5 Clinical Release

Clinical release is the cost (per hour) of releasing the trainee while the trainee attends the formal aspects of their training programme, including academic and clinical mentoring requirements during the trainees working hours. Where an employer requires a trainee to take annual leave or leave without pay to attend the formal aspects of their training, the employer will not be eligible for clinical release funding.

3.6 Clinical Access

CTA funding subsidises clinical access costs for Nurse Practitioner prescribing practicum(s).

3.7 Clinical Mentoring

Clinical mentoring is the provision of teaching, coaching and mentoring to support the trainee to integrate their learning into the practice setting.

Clinical mentoring will be provided when required by the particular training programme being undertaken by the trainee or identified by the programme co-ordinator. The clinical mentor role will be undertaken by a designated experienced nurse or relevant registered health professional who has the required qualification. The trainee remains accountable for their own practice at all times.

The clinical mentor will ensure that:

- the level of mentoring will be appropriate to the trainee's knowledge and skills
- theory and clinical experience (as appropriate) are well integrated
- trainees participate in quality improvement processes.

Funding is not available for clinical mentoring already provided by the tertiary education provider as part of the training programme.

4.0 EXPECTED OUTCOMES

4.1 TRAINEE OUTCOMES

Expected outcomes are:

- conferment/awarding of a BN Hons, postgraduate certificate, postgraduate diploma or Masters degree.

4.2 CLIENT / SERVICE OUTCOMES

Trainees will be able to contribute to the achievement of DHB population health outcomes and goals as described in Section 2.0.

5.0 ELIGIBILITY

DHBs will have a clear written DHB-wide application and selection process, in accordance with clause 2.0.

To be eligible for CTA Postgraduate Nursing Training funding each trainee shall:

- be registered as a nurse or a nurse practitioner under the Health Practitioners Competence Assurance Act (2003)
- hold a current annual practicing certificate (APC) with no restrictions on that APC that would negatively impact on their ability to participate in the programme.
- be currently employed as a registered nurse by a health service that is funded by the DHB or Ministry of Health from Vote Health
- be a New Zealand citizen or hold a New Zealand residency permit as conferred by the New Zealand Immigration Service
- have evidence of support by their current employer to meet the training requirements
- meet the entry criteria required by the education provider.

The minimum employment FTE is defined by the DHB.

5.1 EMPLOYMENT SETTINGS

Eligible trainees must be employed by an organisation funded through Vote Health and may be employed in the following settings:

DHB provider arm healthcare:

- Clinical/healthcare services provided by DHB hospitals and community based settings.

DHB non-provider arm healthcare:

- Aged care:
Healthcare services provided to the elderly in the community, rest homes and hospitals.
- Palliative Care:
Health Care services for people of all ages with a life-limiting condition.
- Primary Health Care:
First-point-of-contact care, child and youth, population health, health promotion, disease prevention, wellness care and disease and chronic disease management services provided by primary health care services.

- Rural health care:
Healthcare services provided in rural communities.
- Maori health care:
Healthcare services provided to Maori in the community.
- Pacific health care:
Healthcare services provided to Pacific peoples in the community.

6.0 ASSOCIATED LINKAGES

The DHB will ensure that there are established links with:

- tertiary education institutions
- Nursing Council of New Zealand
- relevant local iwi, Maori health services and other Maori stakeholders
- relevant Pacific health services and other Pacific stakeholders
- primary health organisations
- aged care providers
- clinical service areas funded by the DHB
- health related non-government organisations
- professional nursing organisations
- other DHBs
- other relevant organisations.

7.0 PURCHASE UNIT

Each Purchase Unit is represented by One Training Unit which is equivalent to:

- BN Hons year, Postgraduate Certificate or the first year of a Postgraduate Diploma or Masters or
- second year of a Postgraduate Diploma or Masters or
- third year of the Masters or
- final year of the Masters without Prescribing Practicum or
- final year of the Masters with Prescribing Practicum.

Part-time study will be funded on a pro-rata basis in relation to the Training Unit. Employment FTE is not part of this calculation.

For example:

A Postgraduate Certificate is equal to One Training Unit:

- In a two course Postgraduate Certificate each course/paper equates to 0.5.
- In a three course Postgraduate Certificate each course/paper equates to 0.33.
- In a four course Postgraduate Certificate each course/paper equates to 0.25.

The Contracting Guidelines for Nursing contain a Postgraduate Nursing Training Unit Calculation Guide with further examples.

8.0 REPORTING REQUIREMENTS

This section should be read in conjunction with Schedule 1 Part 1 of the CTA Head Agreement, which specifies generic reporting standards for all programmes provided under this contract.

9.0 QUALITY REQUIREMENTS

This section should be read in conjunction with Schedule 1 Part 3 of the CTA Head Agreement, which specifies generic quality standards for all programmes provided under the contract.