

# **Wigan Enhanced Training Practice**

## **Educational Agreement**

### **Non-medical Student Mentorship Practices**

**NAME OF PRACTICE :**

<b>EDUCATIONAL AGREEMENT FOR NON MEDICAL STUDENT MENTORSHIP PRACTICES</b>
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**DURATION:**                      From:    To: Ongoing

**1. Contract Definition**

This agreement is between **Wigan Enhanced Training Practice** and:  
***(Insert Practice Details)***

**2. Objectives**

The objective is to provide a range of training activities for non-medical students within Primary Care supported by a Practice Nurse mentor or GP trainer for Physician Associates, either can support the paramedic students.

**3. Services to be provided**

The training practice will be required to:

- Offer placements to non-medical students
- Provide induction and mentorship to non-medical students
- Organise small-scale training for non-medical students within the practice

**4. Location of Services**

Based at the practice.

**5. Equipment and Facilities**

- The Practice will provide a room suitable for informal discussion or teaching
- The Practice will have a policy for Infection Prevention and Control
- The Practice will have a safe system for the disposal of contaminated waste and sharps
- The Practice will have individual patients records that demonstrate continuity of care
- The Practice will give the named nurse mentor(s)/GP trainer(s) protected time to teach non-medical students, reducing his/her workload as appropriate and will incorporate protected teaching time into the mentors work time schedule

## 6. Monitoring

The Practice will provide the Enhanced Training hub with information each year, namely:-

- 1) the date of mentorship training, initial and update
- 2) the training/support needs identified by the practice
- 3) evaluation of induction programme by the trainee
- 4) any feedback that may enhance the development of non-medical students as appropriate

The Undergraduate Education facilitator will be available to keep in contact with the mentor(s) at least on a quarterly basis in order to monitor the progress and offer support and advice.

The Practice will allow time within the mentors work schedule for these meetings to take place.

## 7. Price

A weekly training allowance of £73.38 will be paid to each practice for every week they have a non-medical student. For example a 10 week placement would give a training allowance of £733.80. This is to cover for any expenses or extra hours, which may be incurred. In exceptional circumstances a one off lump sum payment may replace this tariff. This will be paid by bank transfer; we aim to make payment on completion of student nurse placement; there is no payment attached to paramedic placement. We will aim to make Physician Associate tariff payments at the end of the next quarter.

### Bank Details below :

<b>Name of Account</b>	
<b>Sort Code</b>	
<b>Account Number</b>	

## 8. Quality

The named nurse mentor(s) will have:-

- A teaching qualification e.g. MSLAP/APEL ENB 998
- Evidence of continuing professional development preferably to diploma or degree level
- Excellent communication/interpersonal skills
- A commitment to practice nurse education and training
- Regular Clinical Supervision

The mentor will revalidate his/her state registration with the NMC every 3 years and will undertake annual training and refresher courses as required.

The GP trainers will have:- Approved GP trainer status

**9. Variation**

There may be circumstances during the year that prevent the practice from fulfilling the service agreement, through no fault of either party (such as unforeseen leave by the named mentor). In these circumstances, both parties will discuss how they can continue to meet the service agreement.

**10. Indemnity**

It is the responsibility of the practice to hold and maintain adequate public liability, employer liability, and such other appropriate insurance.

**11. Remedies for non-performance**

In the event of the practice not performing according to the Terms of the Service Agreement the following procedures will apply:-

Where one party considers that the other party has under-performed its contractual obligations, that party will instigate a meeting with the other within 4 weeks.

The party will then be given 4 weeks to resolve the issue to the satisfaction of the other party. It is assumed that there will be a joint discussion between both parties to reach a mutually acceptable outcome.

Where the issue has not been rectified within the agreed timescales, the other party will have the right of recourse of arbitration.

**12. Withdrawal**

A period of three months notice will be given by either party in the event of one of the parties wishing to withdraw from the Contract.

**13. Signatories**

<b>Wigan Enhanced Training Practice</b>	
Name: .....	Position: .....
Signature: .....	Date: .....
<b>Practice Name:</b> .....	
Name: .....	Position: .....
Signature: .....	Date: .....

