

Ref no: 271140917  
From: Unison  
Date: 14/09/17  
Subject: Apprenticeships (Acute Health Trusts)

## REQUEST

1. Total number of apprentices employed by you?
  - 2a. List of job description(s) / job role(s) being carried out by apprentices
  - 2b. The total number of apprentice(s) appointed in each role (listed in the answer to 2a)
  - 2c. For newly recruited apprentices (excluding apprentices who are existing staff) – what is the apprentice rate of pay (per hour) for each of the listed job descriptions/job roles?
3. Are apprentices on the same terms and conditions as your permanent employees? Yes / No
4. Has your organisation reviewed its policy on apprenticeship pay in light of the NHS Staff Council's [jointly agreed guidance on pay for apprenticeships in the NHS](http://www.nhsemployers.org/news/2017/07/apprenticeships-in-the-nhs-staff-council-guidance?)  
<http://www.nhsemployers.org/news/2017/07/apprenticeships-in-the-nhs-staff-council-guidance?>
5. Traineeships are positions offered by employers to those aged 16-24 who are considered 'not ready' to take up an apprenticeship or job. Such positions last between 16 weeks and 6 months. Does your organisation offer traineeships? No
  - 5b. If your organisation offers traineeships, do you pay them? Yes / No
6. Are you planning to take on nursing and Allied Health Professional (AHP) degree apprentices in 2017/18? Yes / No
7. What is the apprenticeship completion rate in your organisation in 2016/17?

8. Do apprentices have a guarantee of a job at the end of the scheme?  
Yes/No
9. In order to meet the organisation's target for new apprenticeship starts for 2017/18, what proportion of new starts have come from: (a) Recruitment of new apprentices from external sources (including training providers); (b) Transfer of existing staff to the apprentice programme; (c) Other (Please specify)
10. In order to meet the organisation's target for new apprenticeship starts, have you reduced recruitment of staff who are not apprentices? Yes / No
11. In order to meet the organisation's target for new apprenticeship starts, have you opted not to replace non-apprentice staff when they have left? Yes / No

## RESPONSE

1. Total number of apprentices employed by you?

2016/2017 - 71

- 2a. List of job description(s) / job role(s) being carried out by apprentices

- Analyst
- Assistant Practitioner
- Clerical Worker
- Financial Accounts Apprentice
- Healthcare Assistant
- Healthcare Science Practitioner
- Manager
- Medical Secretary
- Officer
- Receptionist
- Secretary
- Sister/Charge Nurse
- Specialist Nurse Practitioner
- Staff Nurse
- Technician
- Trainee Biomedical Scientist
- Trainee Practitioner

2b. The total number of apprentice(s) appointed in each role (listed in the answer to 2a)

- Analyst = 2
- Assistant Practitioner = 3
- Clerical Worker = 17
- Financial Accounts Apprentice = 1
- Healthcare Assistant = 12
- Healthcare Science Practitioner = 1
- Manager = 4
- Medical Secretary = 3
- Officer = 3
- Receptionist = 2
- Secretary = 1
- Sister/Charge Nurse = 2
- Specialist Nurse Practitioner = 1
- Staff Nurse = 1
- Technician Pharmacy = 3
- Trainee Biomedical Scientist = 14
- Trainee Practitioner = 1

2c. For newly recruited apprentices (excluding apprentices who are existing staff) – what is the apprentice rate of pay (per hour) for each of the listed job descriptions/job roles?

As per Agenda for Change pay scales.

3. Are apprentices on the same terms and conditions as your permanent employees?

Yes Apprentices are employed in line with Agenda for Change T&C

4. Has your organisation reviewed its policy on apprenticeship pay in light of the NHS Staff Council's jointly agreed guidance on pay for apprenticeships in the NHS <http://www.nhsemployers.org/news/2017/07/apprenticeships-in-the-nhs-staff-council-guidance?>

The Trust pays in accordance with AFC for the roles the apprentice is employed to carry out.

5. Traineeships are positions offered by employers to those aged 16-24 who are considered 'not ready' to take up an apprenticeship or job. Such positions last between 16 weeks and 6 months. Does your organisation offer traineeships? Yes / No

No, the Trust is currently in discussion with St Helens College on how to offer this opportunity aligned to our Cadet programme.

5b. If your organisation offers traineeships, do you pay them? **Yes / No**

6. Are you planning to take on nursing and Allied Health Professional (AHP) degree apprentices in 2017/18?

Yes, we are currently working with our local HEIs towards an initial Cohort in 2018

7. What is the apprenticeship completion rate in your organisation in 2016/17?

83.1%

8. Do apprentices have a guarantee of a job at the end of the scheme?

Yes, subject to successful completion of the Apprenticeship Programme.

9. In order to meet the organisation's target for new apprenticeship starts for 2017/18, what proportion of new starts have come from: (a) Recruitment of new apprentices from external sources (including training providers); (b) Transfer of existing staff to the apprentice programme; (c) Other (Please specify)

(a) 1 new apprentice position to date

(b) 58 existing staff to date

(c) None

10. In order to meet the organisation's target for new apprenticeship starts; have you reduced recruitment of staff who are not apprentices?

No, Vacancies are considered for recruitment of Apprentices however, as an acute Healthcare provider we have a significant proportion of posts that require graduate clinical professional staff which are not currently supported with Apprenticeship Qualifications.

11. In order to meet the organisation's target for new apprenticeship starts, have you opted not to replace non-apprentice staff when they have left?

No, changes in staffing are not driven by the need to achieve the new target. Posts are replaced on an as required for service basis and would not be replaced only where funding no longer exists or the role is no longer required by the organisation.