

Workforce Planning & Transformation Training



Our training aims to support local systems as we work together to deliver the vision of the NHS People Plan. It focuses on building capacity and capability in Workforce Planning and Transformation.

It will help to prepare workforce and service leads to deliver two ICS outcome-based People Functions;

1. Leading coordinated workforce planning using analysis and intelligence
2. Leading workforce transformation and new ways of working

FREE

OUR OFFERS

Although our training offers are free it would require you to invest your time and commitment!



Workforce Intelligence Portal (WIP) Training



Demystifying Workforce Planning Webinar



Workforce Planning Fundamentals Workshop



Fasterclass, a simulated Workforce Planning Course



Integrated Workforce Planning Masterclass Programme



What training is most suitable for me and my team?



Workforce Intelligence Portal (WIP) Training

Session Length: 1 hour

The Workforce Intelligence Portal Training Session provides a demonstration of the portal including how to navigate and use the functionality. The second half of the session will be open for Q&A.

Demystifying Workforce Planning

Session Length: 1 hour and 15 mins

A webinar providing an overview of Workforce Planning and to the 6 steps methodology. The webinar will also cover a demo of the Workforce Intelligence Portal.

Fundamentals of workforce planning

Course Length: Half-day (3.5 hours)

An interactive workshop that gives an overview of Workforce Planning and a guide to the 6 steps methodology. During the workshop participants have the opportunity to practice a few key workforce planning tools and techniques.

Fasterclass Simulated Workforce Planning

Course Length: 3 days (20 hours)

This is a 3 day interactive scenario-based learning programme where participants can practice workforce planning tools and techniques in a safe space to allow them to be quickly upskilled in workforce planning.

Integrated Workforce Planning Masterclass

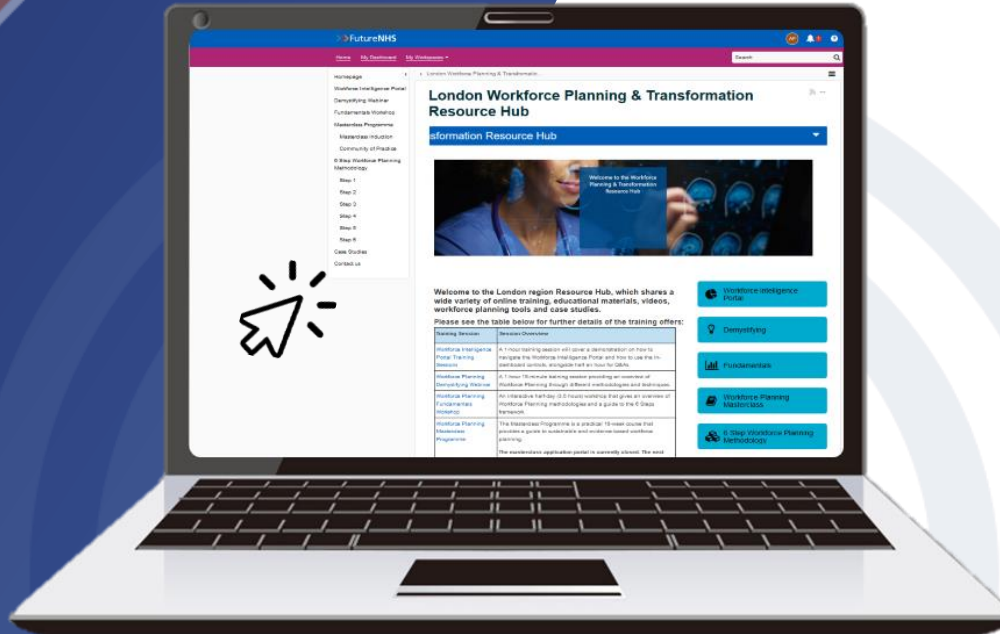
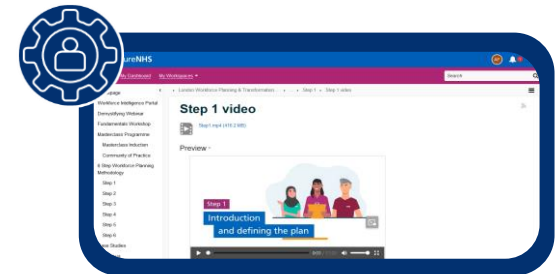
Course Length: 18 weeks (45 hours)

This is a practical 18 week course where multidisciplinary groups work through a real life workforce project from defining the aim to completing a business plan. The programme consists of educational videos, self directed learning and online facilitated sessions.

London Workforce Planning & Transformation RESOURCE HUB

Visit our one-stop resource hub for all information on the training offers and how you can apply and secure a place on them.

 [CLICK HERE](#)





Workforce Intelligence Portal Training



What is the Workforce Intelligence Portal?

(Formally known as eProduct)

The **Workforce Intelligence Portal** is an online platform that provides access to analytics and modelling products.

Find out more on the **Resource Hub**

To request a place on the Training
SCAN HERE



What does the Workforce Intelligence Portal provide?

- Access to latest analytics and modelling products
- Insights to inform workforce planning
- Consistent methodologies and mappings
- Links to regional products and portals
- Demo video of how to use the portal → User guides and FAQ.

What does the training cover?

The Workforce Intelligence Portal Training Session provides a demonstration of the portal including how to navigate and use the functionality. The second half of the session will be open for Q&A.

Who is this training for?

Access to the WIP is available to anyone who works within the NHS.

- **Session Length:** 1 hour
- **Where:** Online via MS Teams
- **Capacity:** Unlimited
- **Frequency :** Monthly



What is the Demystifying Workforce Planning Webinar?

The course is an online **1-hour 15-minute training session** providing an overview of Workforce Planning and the 6 Step planning methodology.

The workshop will also cover a brief demo of the **Workforce Intelligence Portal** as well as the ways in which NHSE can offer support.

Demystifying Workforce Planning Webinar

To apply
SCAN HERE



Find out more



[Email us](#)



[Resource Hub](#)



Who is this offer for?

This training offer is available to anyone who has an interest in workforce planning. It is for colleagues working within the **NHS London region**.

- **Session Length:** 1 hour 15 mins
- **Where:** Online via MS Teams
- **Capacity:** Unlimited
- **Frequency :** Every 6-7 weeks



Fundamentals of Workforce Planning Workshop



What is the Fundamentals workshop?

An interactive **online half-day workshop** that gives an overview of Workforce Planning methodologies and a guide to the **6 Steps framework**.

The session is practical and is suitable for a wide range of staff of any professional background.

This training offer occurs **quarterly**. However bespoke workshops are available upon request for up to 20 participants and a group of staff working for the same organisation or in the same service area.

Who is this offer for?

Please note that this training offer is aimed at external staff who work in a provider setting within the London Region.



- **Session Length:** Half-day workshop (3.5 hours)
- **Where:** Online via MS Teams
- **Capacity:** 20 participants
- **Frequency:** Every quarter

To apply
SCAN HERE



Fasterclass: Simulated Workforce Planning

scenario-based learning

About this course:

This is a 3 day interactive scenario-based learning programme where participants can practice workforce planning tools and techniques in a safe space to allow them to be quickly upskilled in workforce planning.

To learn more and how to apply, visit the [Resource hub](#)



DAY 1

- ▶ Identify the purpose and scope of the plan and establish ownership and responsibilities
- ▶ Identify the benefits of change, drivers and barriers. Option potential working models

DAY 2

- ▶ Map the new service activities, identify the skills needed and the types and numbers of staff required.
- ▶ Map out the current workforce in terms of existing skills, demographics and supply options

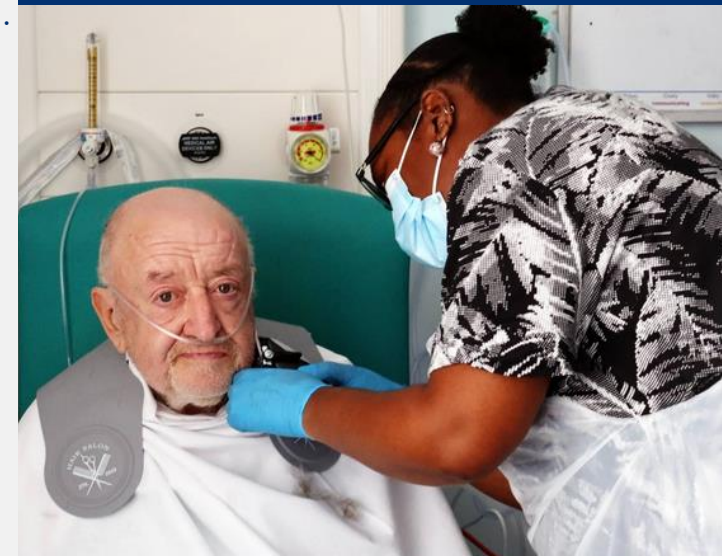
DAY 3

- ▶ Develop a plan to deliver the right staff with the right skills in the right place and manage any changes
- ▶ Making the plan a reality. Measure the progress of the plan against aims and targets and review

Who is this offer for?

This offer is available to groups who work in the NHS in London of between 12-16 people who work in the same organisation or ICS service area.

- **Session Length:** 3 days (20 hours)
- **Where:** Online or face to face
- **Capacity:** 12-16 participants from the same organisation or ICS service area



Define a Project

Make sure you have a specific workforce project

Assemble an MDT Team

Draw together an MDT team that can commit to the timeline of the programme

Commit Time

Course Length: 45 hours over 18 weeks

Scheduled contact time – 3 hrs per module



Integrated Workforce Planning Masterclass

About this training offer:

This is a practical 18-week course where participants will be guided in the use of tried and tested improvement tools and techniques such as clinical pathway mapping, skills profiling and competency mapping, alongside opportunities for cross-organisational reflective learning and peer support.

- **Session Length:** 18 weeks (45 hours)
- **Where:** Online via MS Teams
- **Capacity:** 4 groups per cohort
- **Frequency :** 4 cohorts a year

To learn more about the programme and application process, visit the **Resource hub**



The Masterclass programme provides a practical guide to **sustainable** and **evidence-based workforce planning**

The programme is aimed at **clinical** and **non-clinical** staff with **a specific workforce project**.

Applicants are advised to apply within **multi-professional** groups of 3-5 representatives from those involved in the project.

About Us

The NHSE London Workforce Transformation, Planning and Insights team work closely with other arms length bodies to form the London Workforce Observatory, supporting all workforce information, planning and analysis needs as a single authoritative voice for London.

More Information:



[London Workforce Planning & Transformation Resource Hub](#)



[Email us](#)

