

BRADFORD COUNCIL TEMPORARY STAFF BANK – CARE WORKERS AND ANCILLARY STAFF – FACT SHEET

Introduction

This fact sheet is designed to give a clear overview of how the staff bank is intended to work and how you should use it.

Bradford Council is aware of the challenges faced by our independent care sector in maintaining safe staffing levels during this time and it is also aware of the infection prevention and control advice regarding minimising the use of agency or bank staff that work across multiple locations.

Providers should continue to recruit to vacancies in the staffing establishment and Skills House can help with this also.

How the bank works

Staff has been recruited onto the temporary bank from external advertising or from the Council redeployment pool (council workers whose usual role is stood down and who have expressed an interest in supporting care work during this time).

New recruits are screened for suitability and if accepted undertake 3 days fast track introductory training at local care certificate training providers. The training has been designed and endorsed by Skills for Care.

Following successful completion of the training and while fast track DBS process is completed, staff complete up to 5 days induction at one of the Council in house service provisions (not a site that is dealing with Covid infection).

Staff are then available to be deployed into the care sector. They remain council temporary employees and will be supported by Skills House job coaches and Council HR team.

The temporary staff bank is intended to be used proactively rather than reactively (ie for emergency staffing issues on the day). It will operate during weekday office hours. Providers should consider their potential or actual workforce gaps and seek to fill a number of shifts with the same staff bank member for a minimum booking of one week at a time.

To request a staff bank worker go to www.skills.house.co.uk and complete the employers online form, once completed a Skills House Employer Engagement Officer will contact you to discuss your needs and explain how Skills House can help with your current and future vacancies.

When a member of the staff bank is deployed to a care home or home care service the provider will be asked to sign a contract with the council for the worker this document outlines the management arrangements and obligations of the Council

and the receiving organisation. The job profile that the worker is employed to deliver describes the roles and responsibilities they are expected to deliver.

An induction checklist, designed in conjunction with the BCA will also be provided to support the organisation with inducting the new member of staff.

The provider will be invoiced for the bank workers supplied on a 4 weekly basis; this will include an attachment providing a breakdown of the hours worked.

Infection Prevention and Control measures

To comply with IPC guidance regarding workforce movement in care homes the following protocols will be in place, and will remain under review.

Providers will book a staff bank member for a minimum period of a week. The maximum period of booking will be 8 weeks (subject to the review of the on-going need for the staff bank at that time).

Skills House will ask providers whether their setting has Covid 19 cases. If bank staff is deployed to settings with Covid cases they should only work in areas of the setting that are not dealing with infection cohorts.

Skills House will also use daily public health updates to maintain awareness of infection rates in settings.

Bank staff will be matched to the same providers for repeat bookings.

Bank staff will be asked to submit for asymptomatic testing as part of the arrangements in place in the setting they are deployed to and also before being deployed to a different setting following a placement in a different care home.

Registered Nursing Staff:

Health Education England (HEE) is committed to phase 2 of the Bring Back Staff (BBS) scheme to prioritise the Care Home Sector as one of the key areas for deployment of returners to health and social care to support delivery of care. A range of self-assessment, educational and induction materials are being developed via HEE in collaboration with Skills for Care and the Queen's Nursing Institute to support nurses that are new to, and returning to the care home sector. Further information will be provided to the Nursing Home sector.

On a local level, work is underway to support the care sector to utilise NHS staff Banks facilitated through the Skills House staff bank system, and however legal issues relating to indemnity are being explored prior to implementation. Guidance is being developed to support Registered Managers develop contingency plans and risk assessments for safe Nurse Staffing.

In addition to supporting supply of staffing, the local health system had developed and is implementing a range of enhanced support offers to the Care Home Sector.

Job Brokerage Service

You can register your job vacancies with Skills House and they will help you find suitable candidates. This free service will help you source a range of employees including care workers, domestics, drivers, home care assistances and catering staff.

<https://www.skillshouse.co.uk/>