

LEADERSHIP SUPPORT OFFER

Our Offer:

The Bradford Care Association (BCA) recognises the importance of Registered Managers, Clinical Leads and Nominated Individuals, the Leaders who play a crucial role in driving and maintaining quality of care services.

BCA aims to support these Leaders through a BCA Leadership Support offer, that includes access to: funded development programmes, regular networks and quality workshops, mentors, and peer support.

BCA seeks to support you whether you are experienced leader, new to a leadership role or aspiring to progress into a more senior role in a social care organisation.

BCA has been working to provide funding to offset the costs, or make them fully funded, for leadership development programmes. BCA has recently become a Skills for Care Workforce Development Fund (WDF) Partnership. BCA are also providing funds to support some of the costs of programmes and have gained access to West Yorkshire Skills Connect funding via Calderdale College.

[More funding details on next page](#)



Fully Funded Programmes:

Where programmes are funded by Skills for Care Workforce Development Fund (WDF), care providers are **required to pay for the cost of the programme to the Learning Provider prior to the programme start date** (e.g. a charge of £600 per person for Well-Led, Lead to Succeed and Leading Change Improving Care programmes).

However, on **successful completion of these programmes**, care providers can then claim £500 WDF monies per person* towards that cost via the BCA WDF Partnership (or other employer-led or national WDF Partnership)

BCA will also contribute £100 per person towards the cost, on completion of the above 3 programmes, to make them FULLY FUNDED for BCA members.

*in order to access WDF funding Care Providers need to:

- Already be a member of an employer-led or national WDF Partnership, or join the BCA WDF Partnership ([by completing the WDF Partnership Membership Form](#)) and returning it to admin@bradfordcareassociation.org
- Complete the [Workforce Plan document](#) and return it to admin@bradfordcareassociation.org
- Register for the Skills for Care ADS-WDS for your Workplace before February 28th 2024 at [Skills for Care - Registration - Create Account](#)
- Complete the ASC-WDS before Feb 28th 2024, for your Workplace record and 90% of your staff records, as set out in the [Guidance](#)

Places for the above programmes should be booked at your earliest convenience, as will be awarded on a first come, first served basis. Please note that the Learning Provider reserves the right to charge you in full for non-attendance, if you or your Manager do not cancel the booked place prior to the programme commencing.

The following pages provide full information on the BCA Leadership offer for:

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REGISTERED MANAGERS

PROGRAM	DURATION / DATES	FIND OUT MORE / BOOK PLACE
<p>Well-led Course</p> <p>Well-led will help individuals to develop their leadership and management potential, gain knowledge and be supported and challenged to put this into practice. It includes an emphasis on reflection, helping individuals to learn from their day-to-day experiences and think about how they can do things differently or get better at recognising what they do well.</p>	<p>Must attend all four interactive workshops over four dates, from 09:30 – 15:30.</p> <ul style="list-style-type: none"> • 21/09/23 • 19/10/23 • 14/11/23 • 12/12/23 	<p>To reserve your place for the Well-led course, you need to book onto and attend a 1 hour induction session on 14.09.23 from 1pm (by MS Teams).</p> <p>Click here to reserve your place</p>
<p>Essential Line Manager Skills</p> <p>These session will enable Registered Managers to understand how their role fits into the organisation and the importance of communicating with, leading and motivating the team.</p>	<p>Half day courses</p> <p>From March/April 2024 (exact dates TBC)</p>	<p>To register your interest , please email BCA admin.</p>
<p>CQC Fundamental Standards Course</p> <p>Philippa Doyle, Partner, and Head of Social Care at Hempson's will take you step by step through the Fundamental Standards of Care as laid out in the Health and Social Care Act 2008 (Regulated Activities) Regulations 2014. These regulations are the core of what CQC measure your service against. Philippa will give you hints and tips to help showcase your service to CQC and ensure you have a solid foundation in your knowledge.</p>	<p>Half day course</p> <p>From Oct 2023 (exact dates TBC)</p>	<p>To register your interest , please email BCA admin.</p>



Additional BCA support for Registered Managers

- [Fortnightly virtual Provider Update Meetings](#) on Tuesday's from 10:30 - 11:30am. The meeting includes updates from relevant industry bodies, in one concise and informative meeting, with the BCA Board and representatives from the CCG + LA.
- [RM WhatsApp Group](#) where providers can share good practice & detail issues that can then be brought to the attention of the relevant industry body. The WhatsApp group allow you to keep up to date, whilst on the move!
- [BCA Quality Workshops](#) run throughout the year, all focusing on a different topic area.

Email admin@bradfordcareassociation.org to get involved

DEPUTY MANAGERS / NEW REGISTERED MANAGERS

PROGRAM	DURATION / DATES	FIND OUT MORE / BOOK PLACE
<p>Lead to Succeed Course</p> <p>Learners completing Lead to succeed will understand how successful behaviours and practical strategies can support them in their day-to-day work. They will be challenged to put these into practice, boosting their capacity to lead and manage effectively. The programme includes an emphasis on reflection, helping individuals to learn and recognise from their day-to-day experiences and achievements.</p>	<p>Must attend all five workshops over five dates, 09.30 – 15.30,</p> <ul style="list-style-type: none"> • 19/10/23 • 14/11/23 • 12/12/23 • 11/01/24 • 15/02/24 	<p>To reserve your place for the Lead to Succeed course, you need to book onto and attend a 1 hour induction session on 29.09.23 from 11am (by MS Teams).</p> <p>Click here to reserve your place</p>
<p>CQC Fundamental Standards Course</p> <p>Philippa Doyle, Partner, and Head of Social Care at Hempson's will take you step by step through the Fundamental Standards of Care as laid out in the Health and Social Care Act 2008 (Regulated Activities) Regulations 2014. These regulations are the core of what CQC measure your service against. Philippa will give you hints and tips to help showcase your service to CQC and ensure you have a solid foundation in your knowledge.</p>	<p>Half day course</p> <p>From Oct 2023 (exact dates TBC)</p>	<p>To register your interest, please email BCA admin.</p>
<p>Essential Line Manager Skills</p> <p>These session will enable Registered Managers to understand how their role fits into the organisation and the importance of communicating with, leading and motivating the team.</p>	<p>Half day courses</p> <p>From March/April 2024 (exact dates TBC)</p>	<p>To register your interest, please email BCA admin.</p>

Additional BCA support for Registered Managers

- [New Managers Monthly Network](#) where new managers can meet virtually each month and network
- [Fortnightly virtual Provider Update Meetings](#) on Tuesday's from 10:30 - 11:30am. The meeting includes updates from relevant industry bodies, in one concise and informative meeting, with the BCA Board and representatives from the CCG + LA.
- [RM WhatsApp Group](#) where providers can share good practice & detail issues that can then be brought to the attention of the relevant industry body. The WhatsApp group allow you to keep up to date, whilst on the move!
- [BCA Quality Workshops](#) run throughout the year, all focusing on a different topic area.

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CLINICAL LEADS

PROGRAM	DURATION / DATES	FIND OUT MORE / BOOK PLACE
<p>Leading Change Improving Care (LCIC) Course</p> <p>This course explores how to lead and manage change within teams and organisations and provides tools and techniques to drive change and ultimately improve the quality of care delivered. LCIC enables participants to consider their own leadership styles. It focuses on the impact these have on themselves and their team, how to become a more effective leader and how to influence and motivate teams.</p>	<p>Must attend all five workshops over five dates, (timings can be altered to individual)</p> <ul style="list-style-type: none"> • 07/11/23 • 05/12/23 • 16/01/24 • 07/02/24 • 07/03/24 	<p>To reserve your place for the Leading Change Improving Care (LCIC) course, you need to book onto and attend a 1 hour induction session on 20.10.23 from 11am (by MS Teams).</p> <p>Click here to reserve your place</p>
<p>CQC Fundamental Standards Course</p> <p>Philippa Doyle, Partner, and Head of Social Care at Hempson's will take you step by step through the Fundamental Standards of Care as laid out in the Health and Social Care Act 2008 (Regulated Activities) Regulations 2014. These regulations are the core of what CQC measure your service against. Philippa will give you hints and tips to help showcase your service to CQC and ensure you have a solid foundation in your knowledge.</p>	<p>Half day course</p> <p>From Oct 2023 (exact dates TBC)</p>	<p>To register your interest, please email BCA admin.</p>
<p>Clinical Skills Training</p> <p>The BCA are working with system partners to open access to their clinical skills training offer. More TBC</p>	<p>TBC</p>	<p>To register your interest, please email BCA admin.</p>



Additional BCA support for Clinical Leads

- [Clinical Skills Network](#) - where Clinical Staff can meet virtually and have the opportunity to network. More information coming soon

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NOMINATED INDIVIDUALS

PROGRAM	DURATION / DATES	FIND OUT MORE / BOOK PLACE
<p>Well-led Course</p> <p>Well-led will help individuals to develop their leadership and management potential, gain knowledge and be supported and challenged to put this into practice. It includes an emphasis on reflection, helping individuals to learn from their day-to-day experiences and think about how they can do things differently or get better at recognising what they do well.</p>	<p>Must attend all four interactive workshops over four dates, from 09:30 – 15:30.</p> <ul style="list-style-type: none"> • 06/12/23 • 04/01/24 • 06/02/24 • 06/03/24 	<p>To reserve your place for the Well-led course, you need to book onto and attend a 1 hour induction session on 17.11.23 from 11am (by MS Teams).</p> <p>Click here to reserve your place</p>
<p>CQC Fundamental Standards Course</p> <p>Philippa Doyle, Partner, and Head of Social Care at Hempson's will take you step by step through the Fundamental Standards of Care as laid out in the Health and Social Care Act 2008 (Regulated Activities) Regulations 2014. These regulations are the core of what CQC measure your service against. Philippa will give you hints and tips to help showcase your service to CQC and ensure you have a solid foundation in your knowledge.</p>	<p>Half day course</p> <p>From Oct 2023 (exact dates TBC)</p>	<p>To register your interest, please email BCA admin.</p>



Additional BCA support for Nominated Individuals

- [Nominated Individuals Network](#) - Where Nominated Individuals can meet virtually and have the opportunity to network. More information coming soon.

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ASPIRING MANAGERS

PROGRAM	DURATION / DATES	FIND OUT MORE / BOOK PLACE
<p>First Time Manager Program</p> <p>The First Time Managers Programme for Hospice and Health and Social Care Sectors will provide a practical approach to manage yourself and support those around you. This unique programme is aimed primarily at new and aspiring managers and team leaders (and also a very good refresher for managers who have not been through a structured development programme before).</p> <p>The programme takes a 'bite-sized', modular approach which gives participants a selection of tools and strategies for dealing with everyday challenges in the workplace as well as the opportunity to learn from others' experiences, reflect on their own, and benefit from the advice and guidance from a Business and Management Tutor at Calderdale College's employer service Rise.</p>	<p>8 x 6-hour modules</p> <p>Dates TBC</p>	<p>To register your interest, please email BCA admin.</p>



E-LEARNING MODULES

Whether you're preparing for your first inspection or trying to improve your CQC rating, there are a range of resources to help you meet and exceed CQC expectations.

Skills for Care has designed a range of eLearning modules to help you understand what is expected of your service and how you can best evidence these expectations.

Each module is aimed at managers and quality and compliance leads, although anyone involved in CQC inspection can complete the module. You will be awarded a certificate upon completion. All of our content is based on successful practice from real organisations. **See the next 2 pages for all eLearning modules:**

Introductory modules for managers

Audience: These development modules are for aspiring, new and experienced leaders and managers.

Name of Module	Duration	WDF Value (once completed)
Leading and managing in adult social care	60 mins	£50
Supporting and developing teams	45 mins + 30 mins = 75 mins*	£50
Regulation and governance	60 mins	£50
Effective communication	50 mins	£50
Working with partners	45 mins	£50
Leading a person-centred service	45 mins	£50
Safeguarding and mental capacity	45 mins	£50
Making decisions	60 mins	£50
Managing resources	45 mins	£50
Learning and innovating	60 mins	£50
Personal development and wellbeing	50 mins	£50

* module comprises 2 parts so duration included for each part.

[Click here for more information on the above 'Introductory modules for managers'](#)

E-LEARNING MODULES

Digital learning for managers

Audience: These development modules are for aspiring, new and experienced leaders and managers.

Name of Module	Duration	WDF Value (once completed)
Learning from Events	35 mins	£50

[Click here for more information on the above
'Digital learning for managers'](#)

Digital learning for CQC inspection preparation

Audience: These development modules are for new managers, new providers, quality & compliance leads and others preparing for CQC inspection and those within or helping CQC regulated services recover from falling below national standards

Name of Module	Duration	WDF Value (once completed)
Being prepared for CQC inspection	60 mins	£50
Improving your CQC rating	60 mins	£50
Delivering outstanding care	60 mins	£50

[Click here for more information on the above
'Digital learning for CQC inspection preparation'](#)

Forefront digital learning modules

Audience: These development modules are for frontline workers from diverse ethnic backgrounds

Name of Module	Duration	WDF Value (once completed)
Module 1 – Equality, diversity and inclusion	4 hours	£50
Module 2 – Leadership development and career progression	4 hours	£50

[Click here for more information on the above
'Forefront digital learning modules'](#)

CONTACT US

For further information please contact
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www.bradfordcareassociation.org