

# Information for prospective students for RETURN TO PRACTICE programme (all fields of Nursing, Midwifery and Health Visiting)

The national return-to-practice (RTP) scheme for Nurses and Midwives has been run by Health Education England and participating universities since 2014 and provides experienced nurses with training and a route back into the NHS.

NHS Health Education England (HEE) will pay for your course and placement fees.

**The placement provider needs to apply for the placement grant via HEE website:**

<https://www.healthcareers.nhs.uk/explore-roles/nursing/returning-nursing>

UWE will inform Health Education England when you have successfully enrolled on the RTP course, following successful interview with your placement provider organisation. HEE will then be in contact with them regarding the course fees.

Students are also given a stipend of £500 for childcare, travel and book costs.

This is paid by HEE to your placement organisation, and they are responsible for passing this on to you as the RTP student.

**The RTP programme is employer-led and UWE Bristol** provides the theoretical part of the programme and supports student's progression through the required learning objectives as per NMC standards and in collaboration with the placement provider.

**The course can take between four and eight months to complete, depending on the amount of time you have available to work in practice. This will be discussed and established during your interview with the placement provider.**

The NMC now requires that all nurses and midwives whose registrations have lapsed and are wishing to return to practice, undertake 450 hours of practice with a recognised placement provider.

Registration	Minimum Practice Hours
Nurse	450
Midwife	450
Nurse & SCPHN	450
Midwife & SCPHN	450
Nurse & Midwife	900 (450 nurse, 450 midwife)

## Who can apply for the course?

Adult Nurses, Mental Health Nurses, Children's Nurses, Learning Disability Nurses, School Nurses, Occupational Health Nurses, Midwives and Health Visitors can apply.

## The process of enrolling on the RTP programme:

**Please proceed by following the 4 steps:**

### 1. Finding a RTP placement

**In order to enrol onto the RTP UWE Bristol programme, the first step is for you to secure an RTP placement with a healthcare provider.**

- Most large NHS trusts would periodically **advertise for the RTP posts on the [NHS jobs website](#).**
- However, you may want to consider and **approach some local organisations** (via their educational department or for example a GP practice manager) and enquire about the opportunity for undertaking the RTP programme with them.
- **If you are currently working for a healthcare organisation**, you may want to discuss the RTP option during your PDR meeting or with your manager.

### 2. The interview process:

The interview process (organised by the placement provider) would consist of a few questions and the placement provider may want you to sit a short maths and English test which is nursing/midwifery related. If you are successful at the interview, you will then follow the standard path through the placement provider's **HR** (occupational health etc.) and request for the **DBS check**.

At this stage, you will also be discussing and agreeing with the placement provider the following:

- The time span for completing the practice hours (part or full time)
- The clinical area/s you will be working in
- Your supervisors (registered nurses you will work with) and assessor in practice (registered nurse who is able to sign off your practice assessment competency document)
- Planning the rota (shift lengths, pattern etc.)

- Deciding about your uniform (this will depend on the placement as some may want you to wear their uniform, some may not need uniform, or UWE Bristol student uniform).

**To prove that you are eligible for the RTP HEE funding** please log in to register and log in to [NMC Online](#) and print/email your statement of entry, which should show that your registration isn't active at present to the placement provider **prior to the interview**.

**\*The RTP programme cannot be offered to applicant's whose registration is active at present.**

#### **Interview changes due to Covid-19 Pandemic:**

Due to the restrictions that the Covid -19 pandemic have stipulated, many healthcare providers may still be conducting their selection interviews remotely using online platforms. They will inform you regarding the arrangements for your interview but please be prepared for it to be carried out online.

### **3. The contract**

Once you have been informed, you were successful at interview, and the DBS and the HR process has been completed, you should be signing an **honorary contract or a temporary agreement** with the placement provider. Please note that your role in this contract should be RTP student (not HCA or similar). This is because the RTP NMC standards apply to the programme which considers you to be a student. As such, you are not reimbursed for the hours worked and you are also working under supervision.

The placement provider should then download and complete the '**RTP Placement Information Form for RTP**' from the **UWE Bristol website** <https://courses.uwe.ac.uk/UZUSCR203/return-to-practice> and **send it back to you**.

### **4. Applying to UWE Bristol**

Once you have received the [RTP Placement Information form](#) completed by the placement provider, **apply for the RTP programme at UWE Bristol**. Within the application process, you will be able to upload the requested documents.

Please upload the **RTP placement form and your NMC statement of entry**, which must show that your registration has lapsed, **no later than two weeks before the programme starts**. **Failure to upload this form will mean that due to the lack of information, we will not be able to approve your application.**

## The outline of the programme:

**The theory part of the programme** runs over six consecutive weeks with live online sessions on Mondays and Fridays between 09:00 and 12:30. **The practical part of the programme** can vary in length depending on how soon you are going to be able to complete the 450 practice hours. Therefore, the entire programme will take approximately 4 or 8 months to complete depending on:

1. Are you working the practice hours part or full time?
2. How many hours a week can the placement provider offer?

You can start working on the placement as soon as you start the programme.

### Assessment:

**The RTP programme is assessed in several ways, as set out below:**

1. **Assessed using an Objective Structured Clinical Examination or OSCE** at the end of the programme (not at the end of the theory but close to the time you are about to finish your placement).
2. You will also prepare for and **sit a numeracy test in week three** of the theory sessions. (The exception to this requirement, is those just doing the RTP SCHPN course)
3. **The practice part of the programme** will be assessed and documented by your Practice Assessor via the Ongoing Achievement Record (OAR).
4. You will be developing a **practice portfolio** which will be reviewed by your Practice Assessor.

**The programme is theory heavy for the first 6 weeks**, therefore we recommend reduced number of placement hours for this period. We also encourage you and your placement providers to consider the assessment method (OSCE) when planning your shifts, so that you have some time to concentrate on your assessment towards the end of your placement.

You will be supported at UWE Bristol and in practice and, on successful completion of the programme, you will be recommended to the NMC to re-enter the register. During the programme, an Academic Personal Tutor from UWE Bristol will be your point of contact for any academic or practice related support, offering guidance and collaborating with your practice assessor and practice supervisors.

Please be aware that recommendation for re-registration with the NMC can only take place once all aspects of the course are successfully completed, theory, practice hours, and assessments as outlined earlier. Therefore, NMC recommendation takes place following the university Award Board where the marks for your work are presented. As a student you will be informed of the submission dates and subsequent Award Board date on starting the course.

We have a very high email traffic with various degrees of urgency, therefore a question that we know has the answer within our website will not be prioritised.

We wish you success on this journey and hope to see you soon.

RTP Programme Team.