

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

The national return-to-practice scheme for Nurses and Midwives has been run by Health Education England 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. **Your placement provider needs to apply for the funding via HEE website:**

<https://comeback.hee.nhs.uk/>

You will also be given a stipend (between £500 and £1,000 depending on the nursing field or midwifery) for childcare, travel and book costs.

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.

Depending on how long you have been out of practice, **the course can take between three and 12 months to complete.** This will be discussed an established during your interview with the placement provider. Although individually tailored, the rough guide at present is as follows:

Years out of practice	Guidance for hours for nurses	Guidance for hours for health visitors	Guidance for hours for midwives
Less than 10	minimum practice hours required = 100 (maximum 200)	minimum practice hours required = 150 (maximum 250)	450
11-20	minimum practice hours required = 200 (maximum 300)	minimum practice hours required = 300 (maximum 400)	450
>20	minimum practice hours required = 300 (maximum 400)	minimum practice hours required = 450 (maximum 550)	450

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 RTP placement

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

- Most large NHS trusts would periodically **advertise for the RTP post 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 be then following 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 amount of practice hours you need to complete
- The time span for completing the practice hours (part or full time)
- The clinical area/s you will be working in
- Your mentors/sign of mentors
- 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 you will be getting UWE Bristol student uniform to wear).

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:

Most selection events planned for 2020/21 for admission into the September 2020, January 2021 and May 2021 runs of the Return to Practice programme were/will be held online. Currently, this has been organised via Skype or other online platforms which allow online conferencing.

3. The contract:

Once you have been informed, you were successful at the 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 Information form](#) **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 and how soon you are going to complete the practice hours and the entire programme will depend on

1. How long you have been out of practice
2. Are you working the practice hours part or full time
3. How many hours a week can the placement provider offer.

You can start working on the placement as soon as you start the programme. For applicants who have been part of the **Covid-19 temporary register**, please see the Q&A.

Assessment:

- 1. The theory part of the module is assessed via a 2,000 word reflective assignment** at the end of the programme (not 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.
- 3. The practice part of the programme** will be assessed and documented by your mentor in practice via the Ongoing Achievement Record (OAR).
- 4.** You will be developing a **practice portfolio** which will be reviewed by your mentor.

You will be supported at UWE Bristol and in practice and, on successful completion of the programme, you will be recommended to 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 mentor.

For any further queries you may have, **please in the first instance read through [Frequently Asked Questions](#)**.

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