



## NQIP Mentor training

We are now accepting applications for NELFT 3rd QI Mentor training course!

This is an exciting opportunity to help shape the future of quality improvement within NELFT.

### What does this entail?

This 5 day course will be delivered over a 6 month period and will include 1 x full day and 4 x ½ day training sessions with a graduation on Day 6.

The course includes three components:

- Developing Coaching & Mentoring skills
- Developing advanced QI skills
- Experiential learning by mentoring one of the participants on the current NQIP Facilitators cohort 10 programme (alongside a QI team member)

### Who can apply?

The course is open to all bands and all profession of staff within NELFT. You must have completed the NELFT QI Facilitator programme or equivalent.

### Commitment required

We ask for a commitment from you and your manager in terms of the time involved in completing the course. In return, you will have access to support and materials to help deepen your knowledge of quality improvement including the opportunity to develop your mentoring skills by mentoring a facilitator who is undertaking a quality improvement project as part of the current NQIP Facilitators cohort 10 programme, under the supervision of an existing QI mentor.

We do ask that you attend ALL training sessions and keep a reflective journal of your personal development and learning from mentoring sessions along this journey.

Upon completion of the course, you will become a QI mentor at NELFT. You will continue to mentor 2 facilitators per year in order to keep your knowledge and skills up to date. Our expectation is that you will also be involved in the other NQIP training programmes and support some of the monthly QI clinics to offer support and advice to staff undertaking a QI project. This is negotiable depending on your availability.

The dates for the mentor course are:

Training sessions	Date	Time
Day 1	Wednesday 8 <sup>th</sup> May	9:30am– 4pm
Day 2	Thursday 13 <sup>th</sup> June	9:30am – 1pm
Day 3	Wednesday 17 <sup>th</sup> July	09.30am-1pm
Day 4	Thursday 5 <sup>th</sup> September	09.30am-1pm
Day 5	Thursday 17 <sup>th</sup> October	09.30am-1pm
Day 6 – Graduation with Cohort 11	Wednesday 20 November	All day

All training sessions are at **CEME, Rainham**.

#### Pre-Requisites to the course are:

- You must have attended and graduated from the NQIP QI Facilitators programme (or equivalent – you will be asked to provide details of any training completed external to NELFT)
- You must demonstrate that you have continued to work on QI projects since your graduation from the Facilitators course – this may include presenting at internal or external conferences.
- You must have agreement from your manager regarding the time commitment:
  - For the duration of the course:
    - Attendance at the training dates
    - A monthly mentoring session with your mentee and a QI team member.
    - To meet with your QI team member on a minimum of 3 occasions throughout the programme
  - An ongoing commitment to mentor 2 Facilitators each year to maintain your Mentor status.

#### How do I apply?

Application packs and form are available from [QI@nelft.nhs.uk](mailto:QI@nelft.nhs.uk)

Places are offered on your existing knowledge, experience and active involvement in QI. Your drive and commitment to becoming a QI mentor and part of the NELFT NQIP will also be an essential requirement.

We require your completed application forms by **Monday 1 April 2019** . Completed application forms must be *signed* by your manager and emailed to [QI@nelft.nhs.uk](mailto:QI@nelft.nhs.uk)

#### I have some questions?

If you have any more questions please feel free to email the team at [QI@nelft.nhs.uk](mailto:QI@nelft.nhs.uk)