

# NHS Learning Disability Employment Programme

# Introductions

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# Agenda

- 1. Programme Overview**
- 2. Tools and Guidance**
- 3. Questions and discussion**
- 4. Next steps**

## Purpose of the Programme

- Fulfil the vision in the Five Year Forward View (FYFV) of the NHS as a progressive employer
- Working closely with NHS Employers to develop local and national solutions to employ more people with Learning disabilities in the NHS
- Creating tools and guidance that will enable organisations to remove barriers and encourage recruitment.

The aim of the NHS Learning Disability Employment Programme is to increase the number of people with learning disabilities employed in the NHS

# Programme Overview

## Design

Summer

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### PHASE ONE

- Launch the intention during learning disabilities awareness week
- Development of the Tools and Guidance
- Letter from Jane Cummings and Danny Mortimer

## Roll out

Sept to Dec 2015

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### PHASE TWO

- Development of tools and guidance (publish September)
- Launch a 'pledge' for organisations to commit their intentions
- Facilitate creation of local networks
- Three national engagement and training events

## Implementation

From Sept 2015

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### PHASE THREE

- Implementation of the guidance
- Measure success
- Review organisations

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# Tools and Guidance

## What it is

- ✓ To help organisations through the process of hiring someone with a learning disability
- ✓ Tools that can be used by organisations
- ✓ Facilitate the creation of peer to peer networks
- ✓ Suite of case studies and examples to draw upon
- ✓ Tools and guidance may be adapted by each organisation

## What it is not

- × Does not create jobs for people with learning disabilities
- × It is not a one size fit model

# Building Blocks

## Getting Started

- I. Making the case
- II. External Support

## Being an Accessible Employer

- I. Equality Act 2010
- II. Communicating
- III. Training
- IV. Support

## Identifying Jobs

- I. Where do I start?
- II. Entry Routes to Employment

## Advertising and Recruitment

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## Making the Case

Employment rates in England for people with learning disabilities are among the lowest for anyone with a disability.

However, people with learning disabilities do want to work.

There are lots of examples from across the NHS where people with learning disabilities are being employed, and both the individuals and organisations are benefitting.

All our case studies can be found on the NHS Employers website:

[www.nhsemployers.org/learningdisabilities](http://www.nhsemployers.org/learningdisabilities)

# Why you should employ more people with learning disabilities

Recruiting from the widest pool of potential employees will help you find the best person for the role.



2%

of the population is estimated to have a learning disability, and

65%

of people with learning disabilities want to work, but only

6.7%

of working age learning disabled clients known to CASSRs in paid employment (2013/14), ranging from less than 1% in some local authorities, up to 23% in the best.

## It can benefit your organisation...

### Cost Savings

Reduced recruitment, induction & training costs from improved retention in previously high turnover roles



### Happier Teams

Removing unnecessary process and making work more accessible can benefit the whole team



### Improved Quality

Carving out routine tasks normally covered by a number of people can improve quality as they are taken on by someone who focuses on it



### Enhanced Reputation

Being an inclusive employer can enhance your reputation with patients and the local population



...as well as the individual employed

Improved Health & Increased Confidence



## Royal Berkshire Foundation Trust

Royal Berkshire Foundation Trust partnered with Project SEARCH, Brookfields School, Reading College and Ways into Work to offer a supported internship programme for people with learning disabilities.

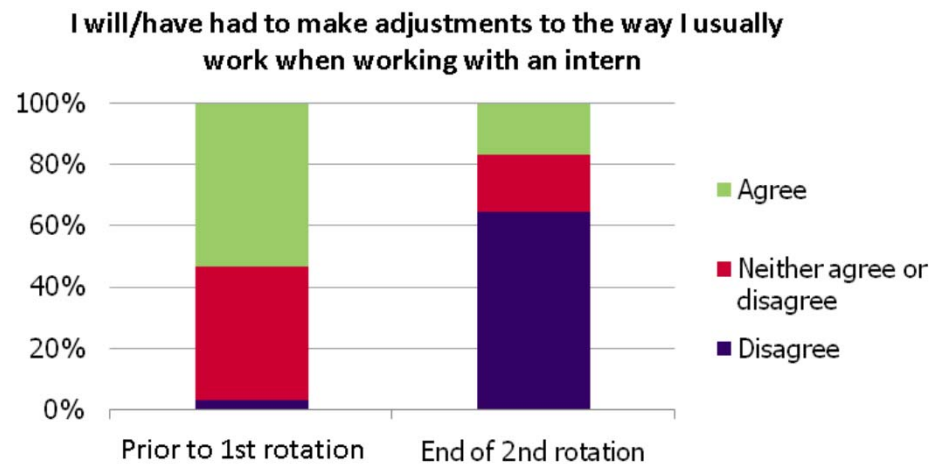
The programme has seen the following benefits:

- Positive cultural change in the hospital;
- increased efficiency in some departments;
- high standards around important areas such as infection control;
- increased awareness around learning disabilities;
- high demand for students with learning disabilities;
- higher retention in areas with historically high turnover.

People with learning disabilities work at the trust have:

- very low sick rates;
- excellent time keeping;
- high accuracy in their work.

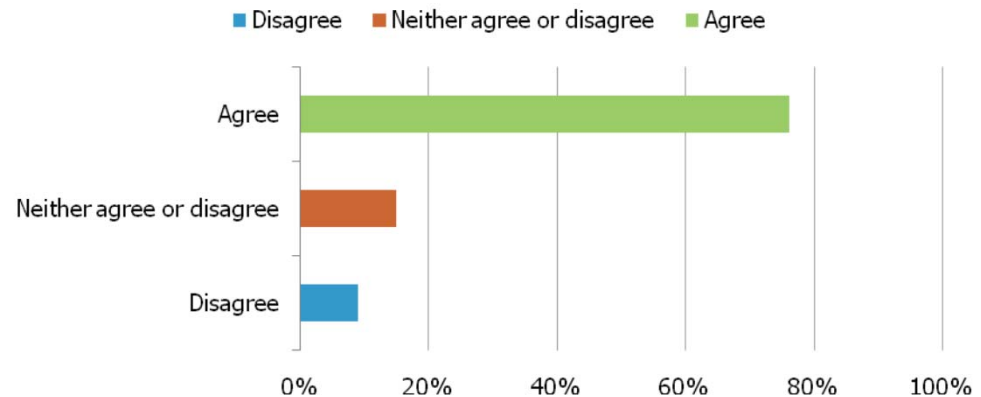
East Kent Hospitals University NHS Foundation Trust developed an internship programme for people with learning disabilities, leading to wider benefits across the organisation



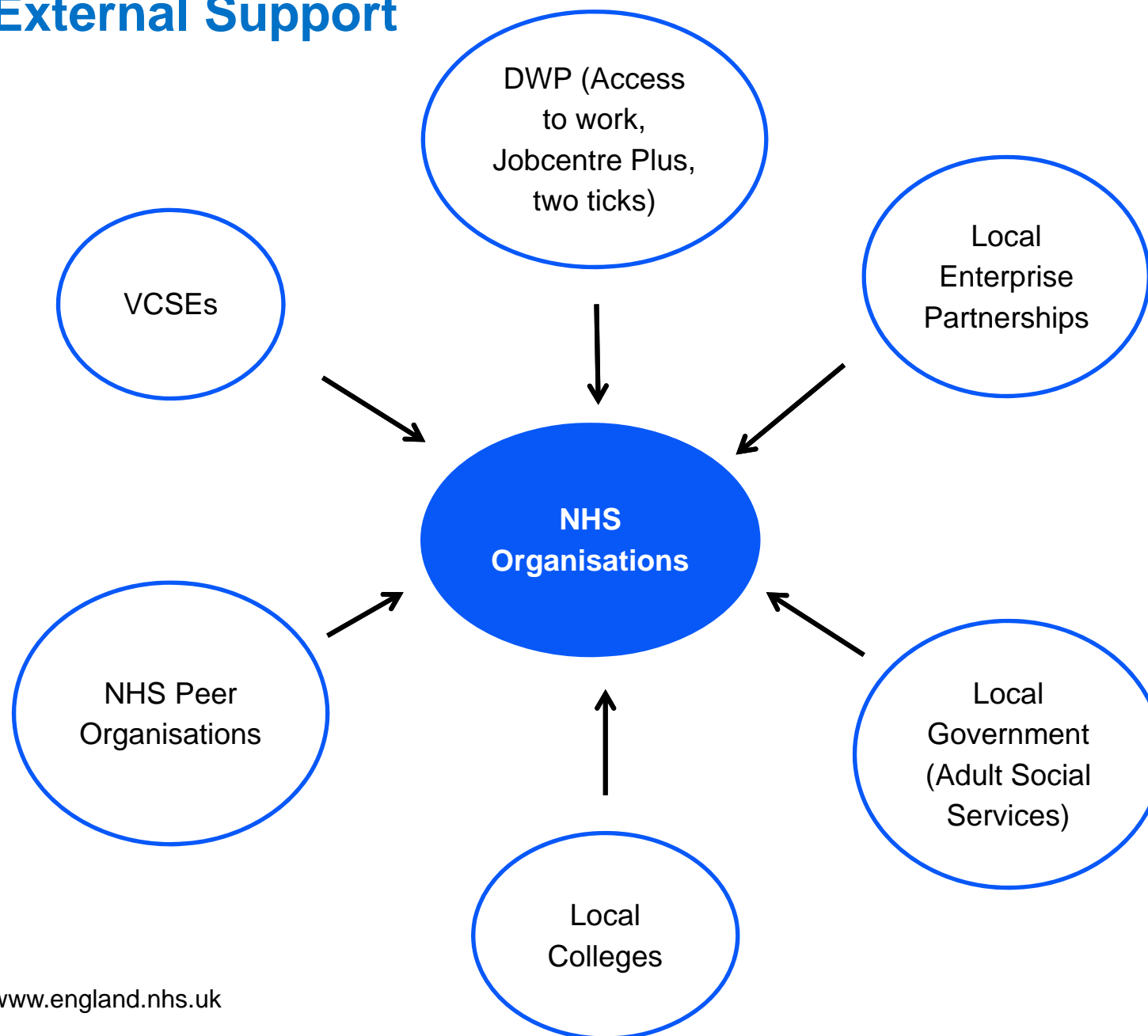
Improving staff perceptions **on working** with people with a disability

Improving staff perceptions **on providing care** for people with a learning disability

**I can see that having an intern in the hospital will help with patient care for people with learning disabilities in the future**



# External Support



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# Equality and Diversity

## Equality and Diversity in the whole organisation includes:

- culture change;
- myth busting;
- fit for purpose equality and diversity training;
- an on-going commitment to flexibility and inclusion;
- removing barriers to include accessibility in all aspects of work;
- support at all levels – leaders, managers and team members .

# Communication

General tips when communicating either verbally or through written means include:

- using plain English;
- avoiding jargon, acronyms and figures of speech;
- using clear, short sentences;
- having easy read versions of all documents.



# Training

## **Diversity and Inclusion training and raising awareness should:**

- raise awareness in the whole organisations with specific learning disability components;
- incorporate resources from local VCSEs, Jobcentre Plus and free resources available from Disability Matters;
- engage all staff –employees with and without learning disabilities.

# Support

Practical support can be built into the organisation in different ways

1. Staff Engagement Group

2. Learning Disability Champion

3. Individual Support

- For the person with a learning disability
- For manager and colleagues

4. Long term Support

- Same as for all employees
- Ask all employees what sort of support they would like
- Support needs may change over time
- Frequent one-to-one meetings

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## Where do I start?

1. Identify teams with suitable roles and where there is enthusiasm to get engaged
2. Real jobs, not token activities
3. Entry roles, suitable for people who may have no, or limited, work experience
4. Development potential, where individuals can progress

## Real Jobs in the NHS

Portering	Mattress Library
Decontamination assistant	Service Reviewers
Administrators	Clinical coding
Sterile assistant	Shop assistant/ retail
Catering	Ward clerks
Logistics	Renal support assistant
Maintenance	Laboratory
Pharmacy	Medical records
Laundry	Education
Collection Clerk	Facilitation
Learning Disability Network Managers	Experts by experience

# Entry Routes – Supported Employment

## Place than Train

- Mateusz has gained 18 hours of paid employment
- Supporting the senior management team to promote awareness of employing adults with a learning disability
- He works as a facilitator at the NHS Leadership Academy helping the purple team during HR events and Awareness meetings



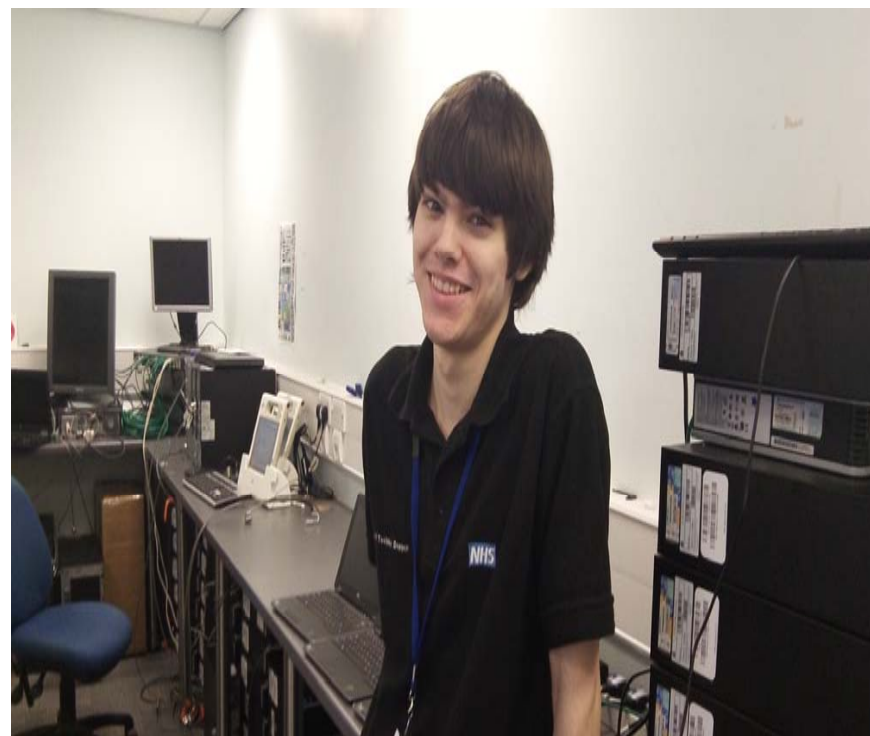
## Entry Routes – Fixed Term Internships

Project SEARCH partnered with:

- Salford Royal Hospital
- Salford City Council
- Salford City College

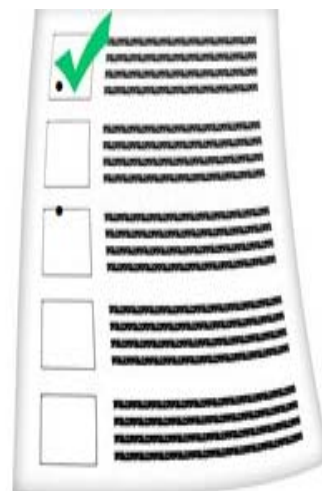
Supported internship programme for people with learning disabilities includes

- 3 rotations over one year
- Students can be placed in different teams for each rotation



## Entry Routes – Co-Worker Model

- NHS England Learning Disability Engagement team
- New team comprises of six people:
  - a Public Engagement Manager
  - four Learning Disability Network Managers, working in the co-worker model
  - Business Support Assistant.





## Entry Routes – Job Carving

Royal Berkshire Foundation Trust job carving on the renal ward



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# Reaching People with a Learning Disability

## **Accessible Job Descriptions**

- Are in easy read using clear simple language
- Have clear descriptions of the job and tasks that need to be done.
- Do not have requirements that are not directly related to the tasks of the job

## **Accessible Job Application**

- Accessible application forms in different formats
- Clear structure to guide applicants to provide the information needed for selection

## **Reaching Your Audience**

- Don't just rely on advertising on NHS Jobs
- Share the advert with local partners who work with people with learning disabilities, for example:
  - the disability and employment advisor at your local Jobcentre Plus
  - VCSE's
  - Adult Social Services departments
- Holding a job fair

## Selection Process

**Be creative and consider moving away from the traditional question- answer interview format**

- Selection process through an assessment centre
- Invite all applicants to interview if this is feasible
- Group exercises
- Informal atmosphere
- Someone with LD on the panel

### **Feedback to unsuccessful Candidates**

- Positive and specific, detailed feedback
- Consider job trials or internships to help unsuccessful candidates build their skills

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## Follow Up

1. Induction process
2. What does one year look like
  - Fire Buddy
  - Learning disability employment strategy
  - Mandatory training
3. Monitoring
  - Equality Delivery System (EDS2)
  - Electronic Staff Record (ESR)
4. Staff survey adjustments

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Join our LinkedIn Group to link up with your  
local NHS organisations: NHS Learning  
Disability Employment

Contact us at  
[england.LDNHSEmployment@nhs.net](mailto:england.LDNHSEmployment@nhs.net)