

Planned Care Innovation Programme

Guidance Document for Applicants

Funding and supporting planned care innovation projects from across Wales to develop, apply and test new ways of working to transform planned care services.

**Comisiwn
Bevan
Commission**



Ariennir gan
Lywodraeth Cymru
Funded by
Welsh Government

1. Definition of Planned Care:

For the purpose of the Planned Care Innovation Programme (PCIP), the term planned care is defined by the Welsh Government (2021) as:

"Any treatment that doesn't happen as an emergency and usually involves a prearranged appointment."

2. Background and Context to the Programme:

Pressures from the Covid-19 pandemic have added to the challenges already facing the delivery of planned care services across Wales, which include a growing treatment backlog and increasing patient waiting times. This is placing significant strain on health and care services as a whole and is likely to have detrimental effects on population health and wellbeing in the long-term, if issues remain unresolved.

This highlights the need to rebalance capacity and demand for elective services across NHS Wales, suggesting an urgent requirement for significant transformational change both in the community and across health and social care systems, to ensure the future quality and sustainability of planned care services and their ability to positively impact upon the health and wellbeing of people in Wales.

This urgent need for transformation across the broad spectrum of planned care and other related services in Wales is recognised in the national policy arena and is a central aspect of both the Welsh Government's Programme for Planned Care and NHS Wales Outpatients Strategy. The need for sustainable, collaborative and transformational change across the health and social care system as a whole is also recognised in the ambitions of 'A Healthier Wales', the Welsh Government's long-term plan for health and social care.

Developing innovative and sustainable ways of working within and across community, primary, secondary and tertiary care services, as well as social care, local government and the third sector, will play a significant role in supporting the ambitions of *The National Programme for Planned Care*, *The NHS Wales Outpatients Strategy* and *The Welsh Government's A Healthier Wales Strategy*.

3. What is the Planned Care Innovation Programme?

Responding to the challenges and opportunities presented, the Planned Care Innovation Programme, developed by the Bevan Commission in partnership with the Welsh Government and wider stakeholders, aims to support the urgent transformation of planned care services at local, regional and national levels.

The Planned Care Innovation Programme will fund and support innovative projects from across the spectrum of health and social care (incl. the voluntary sector and community groups) in Wales to develop, apply and test new ways of working, which (and/or):

- **Have potential to positively transform or impact planned care pathways in Wales.**
- **Aim to reduce or alleviate the demand on planned care services in Wales.**

4. How will the Planned Care Innovation Programme be delivered?

The Planned Care Innovation Programme is based on the successful Bevan Exemplars Programme methodology. It will provide successful applicants with a comprehensive package of skills, knowledge, tools and support to develop and test their innovation projects through a series of network events and workshops. Participants will also be allocated a coach or mentor who will support them throughout their journey on the programme. Projects will communicate their results at a showcase event at the conclusion of the programme.

At this stage, the Planned Care Innovation Programme will not support the adoption of innovation projects, however the programme may be used to inform and support future adoption opportunities should they arise.

5. Who can apply to the Programme?

Applications to the programme are invited from stakeholders across the broad spectrum of planned care services, including projects from primary, secondary and tertiary care domains, as well as community, social care and third sector organisations.

**** Non-NHS organisations submitting project applications will be required to demonstrate strong partnership approaches with NHS Wales Health Boards or Trusts within their application (note we may ask for additional information on panel request).**

** Applications must also be supported by an NHS Executive Lead and Innovation Lead from an NHS Wales organisation to ensure organisational support is forthcoming.

6. Application Criteria:

Applications aligning with the programme remit (to support projects which will positively transform/impact planned care pathways in Wales or reduce/alleviate the demand on planned care services in Wales), must also demonstrate the following;

- The project is deliverable within the 12-month duration of the programme.
- A prudent and innovative nature, with emphasis placed on how interventions will transform current practice.
- Integrated approaches at local, regional and national levels and which promote cross-organisational, multi-disciplinary or multi-sectoral partnership.
- Patient/service user-driven or informed approaches (where appropriate).
- Potential and ambition for innovation projects to be upscaled, spread and adopted more broadly once interventions have been tested.
- Project proposals must also align with the Prudent Healthcare Principles and **one or more of the programme sub-themes**, which are identified on the following page.

7. Planned Care Innovation Programme Themes:

The five themes that project applications must align with (one or more) are set out in the following text:

1. **Effective Referrals:** This theme focusses on preventing and/or managing demand entering secondary care services. Current waiting lists are too long and referring more patients using traditional approaches will only expedite the problems.
 - *Projects aligning with this theme will aim to ensure that appropriate referral guidance, mechanisms and thresholds are in place, to guarantee that those in greatest need are effectively referred to the most appropriate care.*

2. **Advice, Guidance and Support:** This theme focusses on improving the availability of high-quality advice, guidance and support to enable informed decision making for individuals as well as health and care professionals.
 - *Projects aligning with this theme will aim to improve access to high quality advice, guidance and support to enable informed decision making for individuals as well as health and care professionals.*

3. **Treat Accordingly:** New approaches are required that allow patients to access the most appropriate care when and where it's needed. It is also important to ensure that we make the best use of all skills and resources.
 - *Projects aligning with this this theme will aim to develop innovative high-quality prudent models of care, closer to home or in traditional care settings, which make the best use of all available skills and resources.*

4. **Follow up prudently:** Traditional models of outpatient services mean that patients are commonly required to return to secondary care settings for follow up face-face appointments, many of which offer limited value and waste time and resources.
 - *Projects aligning with this theme will aim to provide more prudent solutions for patient follow up, such as; virtual, self-management and self-care approaches, to give individuals more choice and control over their own care.*

5. **Measure what's appropriate:** Current planned care performance measures relate to first treatment only and do not include subsequent and follow up treatment, wellbeing assessment and care. Measuring outcomes based on activity from within the service, as well as from patients and others in the community, will allow a continuous analysis of the best use of resources and impact across the spectrum of care.
 - *Projects aligning with this theme will aim to transform the way we measure both demand, wellbeing and care, to better meet the clinical need of the patient.*

8. Project Funding:

Projects will be able to apply for a share of the Welsh Government's £1,000,000 Planned Care Innovation Programme Funds to support project proposals. Further funding guidance is provided below.

- Funding decisions will be made through the PCIP steering group, consistent with the criteria set out in this document.
- Funding will be allocated in a proportionate manner according to project need, criteria and impact.
- Funding will be allocated flexibly to include small, medium and larger funding streams.
- Funding recipients will be required to submit quarterly reports on funding to the Bevan Commission.
- Projects may also apply to be a part of the PCIP as non-funded participants.

I) Project Funding Inclusion Criteria (Guide):

Final funding decisions will be made by the PCIP expert selection panel on a case by case basis, however, as a guide, the following will be considered for funding within an application:

- Staff backfill/expertise to deliver the project. Assurances will need to be made that backfill can and will be sourced in a timely manner, with allocated time in job plans to deliver the project.
- Equipment required for the delivery of the innovation project. Applicants will need to describe how the equipment will be used to support project progression and impact.
- Research and evaluation support may form a part of the project, but it should be clear that this is being used to inform the development of the innovation project.

II) Project Funding Exclusion Criteria (Guide):

As a guide, the following will not be funded, however, final funding decisions will be made by the expert selection panel on a case by case basis:

- Research and development costs that are not associated with the actual innovation project.
- Subsistence, travel and accommodation costs, except in exceptional circumstances that are critical to the project outcome.
- Courses, training and conference registration, except in exceptional circumstances, for example where the innovation project is training based.

- IT equipment (e.g. laptops) to manage the project, although IT equipment that is used as the medium to deliver an innovation will be considered on a case by case basis.
- Additional capacity for existing roles or service provision (e.g. extra lists, additional tracking posts).
- Like-for-like replacement of existing or de-funded resources.

9. Application Process:

- Contact and discuss your project with your local innovation lead.
- If possible, attend one of the PCIP Information Briefing Sessions.
- Complete and submit the application form including any queries ahead of completion.
- Your full application must include executive support. The application should be supported by the executive lead and the innovation lead for the NHS organisation that the lead organisation is based in.
- Commitment to the agreement outlining responsibilities of each party.
- Applications will be shortlisted by the PCIP steering group.

10. Funding Allocation Process:

Payment will be made in line with the major milestones for the project. Instalments can be made, for example, the first payment can be made at the start of the project and the second payment made at the most appropriate major milestone for the project. If progress has not been made or the expectations below have not been met, further funding can be delayed or withheld. Funding may also be withheld if you fail to submit the required updates and engage with the support team. It is important to identify a relevant financial lead within your application.

11. Key Programme Timelines:

The key timelines for the Planned Care Innovation Programme are set out below:

- **4th November 2021** - Programme Announcement
- **29th November 2021** - Programme Call Opens
- **15th February 2022** - Programme Call Closes
- **28th February 2022** - Programme Selection Panel
- **March 2022** - Programme Onset
- **March 2023** - Programme Conclusion
- **July 2023** - Programme Showcase

12. Information Briefing Sessions:

To provide further information about the Planned Care Innovation Programme, **The Bevan Commission will be hosting two Information Briefing Sessions.** The Planned Care Innovation Programme Information Briefing Sessions will be held on:

- **Wednesday 15th December 2021 (13:00 – 14:00).**
- **Wednesday 26th January 2022 (11:00 – 12:00).**

Links for these events can be found on the Bevan Commission website.

Planned Care Innovation Programme Application Form Template

Section 1: Applicant(s) Information:

1.1: Lead applicants name:

1.2: Lead applicants email address:

1.3: Lead applicants telephone number:

1.4: Lead applicants job title:

1.5: Lead applicants organisation:

1.6: Lead applicants work address:

1.7: Lead applicants line managers name:

1.8: Lead applicants line managers job title:

1.9: Lead applicants line managers email address:

1.10: Project executive sponsors name:

1.11: Project executive sponsors job title:

1.12: Project executive sponsors email address:

1.13: Co-applicant or project partner(s) name(s) (if applicable):

1.14: Co-applicant or project partner(s) email address (if applicable):

1.15: Co-applicant or project partner(s) job title (if applicable):

1.16: Co-applicant or project partner(s) organisation (if applicable):

Section 2: Project Information:

2.1: What is the title of your project?

2.2: Provide a brief description of the project context and rationale:

2.3: Provide a brief summary or overview of the project:

2.4: Describe the project aim(s) and objective(s):

2.5: Describe how innovative the project is with supporting evidence/justification for this:

2.6: Describe the anticipated outcome(s) and impact of the project:

2.7: Describe how the project will be delivered in the 12-month programme time frame (including key milestones and anticipated timelines):

2.8: Describe how your project will be evaluated:

2.9: Identify who (which key partners) you will work with to deliver this project:

2.10: Identify how your project has potential for wider adoption and spread:

Section 3: Project fit with the Planned Care Innovation Programme:

3.1: Describe how the project aligns with the Prudent Healthcare principles (www.bevancommission.org/prudenthealthcare):

3.2: Identify which of the programme sub-themes your project aligns with (please refer to *Programme Guidance Document* for further information about the programme sub-themes):

Effective referrals/Advice and Guidance/Treat Accordingly/Follow up Prudently/ Measure What's Appropriate

3.3: Provide further detail as to how your project aligns with the identified programme sub themes:

Section 4: Project Funding:

4.1: Does your project require funding?

Yes/No

4.2: If you are applying for project funding, please outline the amount requested:

4.3: If you are applying for project funding, provide a breakdown and justification of how the requested funding will be used appropriately:

4.4: If this includes staff time (including backfilling), how can you assure the programme that any recruitment will be undertaken in good time and that project leaders will be able to allocate time in their work plans to address the project?

Section 5: Programme Commitments:

You are able to take part in the Planned Care Innovation Programme on the basis that you make the following commitments.

(Please tick all relevant commitments to show that you are committed to them).

5.1: I am committed to participating fully in this programme of networking events (up to 6 days) and I am committed to participating as fully as possible in additional learning opportunities

Yes

5.2: I am committed to delivering my project within 12 months (by March 2023 at the latest)

Yes

5.3: I am committed to promoting my engagement with the programme, together with the outcomes and lessons that will emerge from my project

Yes

5.4: I commit to evaluating my project, including the outcomes and impact

Yes

5.5: I or a member of the team will commit to presenting project findings at the programme showcase event

Yes

Section 6: Other Information:

6.1: Are you content for your contact details to be kept in a database within the Bevan Commission so that they can be used to contact you about other similar information and opportunities in the future?

Yes/No

6.2: I can confirm my project is supported by an NHS Wales executive lead:

Yes/No

6.3: I can confirm my project is supported by an NHS Wales innovation lead:

Yes/No