Appendix 2: Generic Framework for Developing Scope

A service need is identified within a patient/client group

/workforce personnel/ changes that requires the development of a scope.

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There will be an agreement in the

Division /Business Unit this is a valid development

↓

Central database /repository is checked to establish whether current approved training package already in existence and is relevant to intended area

↓ (splits into two branches)

No package exists or not relevant to the clinical area.

Package exists and is relevant to the clinical area.

↓ (left branch)

Division / Business Unit

A lead person is identified in the Business Unit to develop or change a training package in accordance with the policy, guidance sought from Professional development to developing training package.

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Where this is a significant change in practice, application should be made to the Change in Clinical Practice trust group for approval (using appendix 1).

↓

The training package is reviewed by ETD Group & Professional Development

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Once approved the training is registered on the learning hub and the new scope submitted to the central database/repository

↓ (right branch)

Copy obtained from central database and training/ assessment takes place.

↓ (both branches merge)

Training and assessment takes place using the training package of identified staff and this is recorded on the learning hub