

- To: • NHS trusts:
- chief nurses
 - HR directors
 - workforce directors
 - people officers
 - HCSW programme leads

NHS England and NHS Improvement
Skipton House
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SE1 6LH

8 December 2021

- cc. • NHS England and NHS Improvement regions:
- directors
 - chief nurses
 - workforce directors
 - people officers
 - HCSW programme senior responsible officers
 - HEE regional heads of nursing

Dear Colleagues,

Additional in-year funding to further accelerate the recruitment and development of healthcare support workers to support winter preparedness

As part of the ongoing commitment from NHS England and NHS Improvement to support the ongoing response to and recovery from COVID-19, as well as to address the challenges of winter pressures over the coming months, we are writing to inform you of further workforce funding available in 2021/22 to further accelerate the recruitment and development of healthcare support workers (HCSWs).

In response to rising demand for HCSWs, the recruitment of new-to-care HCSWs is essential to growing the workforce and enabling multidisciplinary teams to deliver safe and effective care. Welcoming individuals who do not have prior health or social care experience is particularly important as we look to stabilise the workforce across local systems.

To this end, a package of financial support is being offered to NHS trusts to accelerate recruitment of HCSWs and bolster the capacity to welcome individuals who are new to healthcare, through effective induction and onboarding.

Support will also be available to integrated care systems (ICSs) to support system partners with collaborative approaches to recruitment, so as to reduce competition across local geographies.

This letter sets out the funding offer and next steps for receipt of this package of support.

HCSW recruitment and induction funding offer for NHS trusts

Funding is available to NHS trusts to rapidly recruit new-to-care HCSWs and provide effective induction. We are offering two elements of funding on the following basis:

- **Funding element 1: support to sustainably accelerate recruitment of HCSWs via designated recruitment capacity and recruitment process redesign funding.**

This funding is designed to increase capacity to recruit above current levels but also to provide the opportunity to innovate and sustainably redesign recruitment processes to ensure adequate recruitment of HCSWs beyond the end of the financial year.

Recruitment process redesign should encompass the widening of access and support the diversity of the HCSW workforce where possible, helping to ensure the workforce is representative of the communities they care for. This funding will take the form of an upfront payment of **up to £30,000 per trust**.

- **Funding element 2: Funding to support those newly recruited to the HCSW workforce through a comprehensive induction process including a contribution to supernumerary training.**

This is in the form of a payment of **up to £1,000 per HCSW vacancy** (as of M07 PWR data). This is available for those recruited up until end March 2022, as a contribution towards the costs of induction training or education already undertaken.

The payment will be paid in two halves, with the first half up front and the second to be paid in April 2022, contingent on a significantly reduced vacancy position by March 2022. Please note that this vacancy position, and therefore funding, includes HCSW staff at AfC bands 2 and 3 only.

Recruitment support offer for ICSs

Further funding is also available to support ICSs put into place collaborative, innovative and effective approaches to HCSW recruitment across system partners, therefore reducing vacancies and competition across local geographies.

Bids of **up to £45,000 per ICS** will be invited via the online expression of Interest (EOI) form below. Examples of collaborative recruitment approaches include system-wide recruitment and attraction campaigns, system-wide resource to plan and deliver recruitment, and attraction initiatives and events.

This funding will be non-recurrent for financial year 2021/22. Therefore from April 2022, organisations will need to fund any re-occurring costs thereafter.

Next steps

We recognise that the workforce varies across providers, therefore you can indicate which parts of the support offer you are interested in via the forms below.

If you are interested in **receiving funding elements 1 and 2 for NHS trusts** outlined above, please complete this online [EOI form](#) by 22nd of December 2021.

If you are interested in receiving the **recruitment support offer for ICSs** outlined above, please complete this online [EOI form](#) by 22nd of December 2021.

Our HCSW Programme will continue supporting providers to further reduce vacancies and maintain minimal levels through the 'We are the NHS' national recruitment campaign, sharing good practice via the HCSW section of the [FutureNHS Platform](#), and by continuing to offer targeted support to those providers with the highest vacancies.

The Programme is also working closely with the national NHS England and NHS Improvement retention team to offer an evidence-based package of support to help systems and trusts to be proactive in improving staff experience and engagement.

The support offer includes a series of monthly 'HCSW retention learning labs' which are interactive webinars for providers to share their experiences and solutions to improve staff retention. [Find out more about the support on offer](#).

For any questions regarding the HCSW Programme and this funding, please contact our Nursing Workforce Improvement Team at nhsi.workforce@nhs.net.

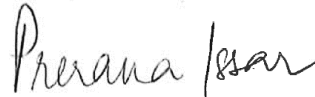
Thank you for your continued support and leadership.

With best wishes,



Ruth May

Chief Nursing Officer, England
NHS England and NHS Improvement



Prerana Issar

Chief People Officer
NHS England and NHS Improvement