Midlands Health Academy Partner Progression, Video and Skills Escalator Project

FINAL REPORT
8th May 2009

for Birmingham, Black Country and Solihull
Lifelong Learning Network Medical Sciences and Medical Technology PWG

Dr Julia Brown
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ACKNOWLEDGEMENTS

I would like to thank the Birmingham, Black Country and Solihull Lifelong Learning Network (BBCS LLN) for funding the project and enabling us to produce visual information about the education and training available in partner institutions that lead to jobs and careers in the NHS. The funding that we received enabled us to purchase the Skills Escalator web tool which has given the Academy an advantage in being able to display our video material against the jobs and careers in the NHS and enables people visiting the site to visualise what training for a particular role entails.

I would also like to thank all members of the Midlands Health Academy Community Engagement Committee (past and present) for their help and support throughout the project: Roger Minett, Jayne Grunhill and Susan Woodward (Sutton Coldfield and Matthew Boulton Colleges) Alexis Whyte (Heart of Birmingham teaching PCT) and Denise Baker (Birmingham City University). Thanks also goes to Stephanie Egleston our project facilitator for progressing the project through the first 8 months. Many thanks to Anisah Saleem (Swanshurst Sith Form College Nuffield Bursary Student) for redesigning the Skills Escalator Web site and uploading the prospectus information. Many thanks to Fiona Gillies, and her team at CRB Associates, for constructing the MHA Web site. A huge thank you to Nick Birch (Producer at Aston Media) for endurance and patience and producing a suite of excellent videos. Finally, thanks to Lynda Austin, MHA Project Manager, for helping to add the finishing touches to the Heart of Birmingham teaching PCT filming prior to the web site going live.
EXECUTIVE SUMMARY

The Midlands Health Academy is a partnership of health sector employers, universities and colleges who are committed to providing Education 4 Employment. The MHA was initially developed through a partnership between Aston University, Heart of Birmingham Teaching Primary Care Trust, Birmingham City University and Sutton Coldfield & Matthew Boulton Colleges. It was developed when pressures on the current NHS workforce were acknowledged. For example, there is an ageing population in the NHS and a large number of staff will retire in a short time span leaving a gap in staffing. In addition, new workforce development plans and new roles in the NHS are highlighting the need for new training courses to meet needs.

Therefore, to meet the needs, the MHA aims to tap into the community’s rich pool of talent in search of the next generation of NHS workers. The partnership between the institutions will provide thousands of local people with the best advice about movement into and between each educational institution at the appropriate level and give guidance on employment within the NHS.

Thus, the MHA is committed to delivering quality training opportunities for young people, current NHS staff wanting to acquire new skills (for Staff Development or promotion), returners to work and for local people who may be unemployed or who may be considering a career change. We are not just doing this through educational programmes but also through Apprenticeship Programmes, by offering work placements and work experience opportunities and by working with The Learning Hub to offer a PCT based Activate Programme.

The MHA have been involved in a number of multi-organisational projects. One of these projects has been funded by the Birmingham, Black Country and Solihull Life Long Learning Network (LLLN). This is an organisation which aims to encourage collaborations with employers and educational institutions in order to meet an existing skills gap and provide training accordingly. The LLLN has funded a grant application for £85,000 to enable the original 4 partners to produce a suite of videos that will show prospective students how to progress through the education partners into jobs and careers within the NHS.

The LLLN grant has also enabled the MHA to buy the Skills Escalator ‘webtool’ which will provide people with a visual source to consult regarding NHS jobs and careers. People will be able to plot the best routes and pathways via the education system to reach their dream job in the NHS.

The videos are accessible via the internet and set up as part of the skills escalator web tool which went live in January 2009. The ‘web tool’ provides people with an easy to follow guide that lists every job in the NHS from Surgeon to Hospital Porter, identifying the best route to take to get involved in the profession. The videos allow the institutions to visually showcase their facilities and provide people with an excellent insight into a variety of professions and the training requirements. They are being used with Schools and Colleges and at a variety of careers focused events.
INTRODUCTION

This project was consistent with the objectives of the LLLN in that it involved employers and educational institutions working together to meet existing skills gaps and future training needs as identified by employers. The project initially involved one employer, two universities and one college who formed the Midlands Health Academy (MHA). The intention was to provide visual information regarding pathways and routes that include progression agreements between these institutions to enable local people to progress into and through education and employment. Accords between the institutions were to be developed so that individuals would be guaranteed advice and guidance on employment within the NHS, potential employment and movement into and between each educational institution as appropriate.

Context

The Midlands Health Academy (MHA) is a partnership which met initially in June 2006 to discuss the potential for working together. It was agreed that working together to promote the training and employment opportunities within all the institutions involved would be beneficial to the Health Service workforce. The partners who formed the MHA at the time of the bid were: Birmingham City University, Matthew Boulton College, Aston University and Heart of Birmingham teaching Primary Care Trust. Since the application for funding was successful Matthew Boulton College has begun working in strategic partnership with Sutton Coldfield College. In addition, other Midlands HE and FE institutions have joined the partnership including Wolverhampton University, Walsall College and South Birmingham College.

We continue to work on establishing a closer relationship with our local communities that will manifest in more people entering into and through higher education and employment in the NHS, or returning to work through acquisition of new knowledge or skills, or seeking new employment opportunities as a result of newly acquired knowledge and skills, particularly at higher education levels.

We wish to both raise awareness of education, training and employment opportunities that are available within the Midlands Health Academy and to set up an accord or progression agreements so that individuals can progress into education at the appropriate level and go onto develop skills and training that will enhance their employment prospects.

The intention is to provide maps / flow charts of educational and employment opportunities and routes, with the associated agreements between partners notably in this project Aston University, Birmingham City University, Sutton Coldfield and Matthew Boulton Colleges and HoB tPCT, so that individuals can be encouraged into
and through higher education and training either to develop professional education or to enhance existing skills and qualifications.

Given the geographical nature of the institutions it is anticipated that the majority of the beneficiaries of this approach will come from local communities who have hitherto found it difficult to get into education and training particularly at higher levels i.e. Higher Education.

The opportunities that we seek to provide will enable individuals to enter into the education system at the appropriate level and then move between or within the educational institutions as well as employment. These opportunities will include pathways to:

- Train for job opportunities of a different type or at different levels by utilising and mapping educational opportunities with the skills escalator within the NHS.
- Enter education for a profession within the National Health Service.
- Up skill to be in a position to apply for jobs at a higher level.
- Return to work through acquisition of new knowledge and skills.
- Undertake Continuing Professional Development, which is a requirement for continued registration in an increasing number of professions.

The Midlands Health Academy has recognised that a number of opportunities exist to enable us to raise awareness and encourage progression opportunities and routes through Education, Training and Career options that are available to a very disparate group of people.

**Description**

This project aimed to produce:-

1) A progression agreement that demonstrates how individuals from local communities can move between the partner institutions into and through education. Some of these individuals will already be working in the NHS and entering into part time higher education for the first time and some will be new employees or entering education in preparation for employment.

2) A range of visual material was to be produced in the 4 partner institutions (Aston University, Birmingham City University, Matthew Boulton College, an the HoB tPCT) that shows Education and Training opportunities that exist in the partnership institutions and professionals at work as a result of the training that they have received.

It was intended that filming at Aston University campus would focus on Foundation degrees, Bachelor degrees, Masters Programmes and Continuing Professional Development. The subject areas that were to be the focus at Aston University include: Audiology, Biomedical Sciences, Optometry and Pharmacy.
Birmingham City University filming was to be split into two sites of interest; Perry Barr and Westbourne. The courses that were of interest include: Foundation degrees, BSc and Diploma in Higher Education in the subject areas of Learning Disabilities, Mental Health, Operating Department Practice, Administration and Informatics. At Matthew Boulton College courses include: Bachelors degree in Podiatry, Foundation Degrees in Health and Social care, Pharmacy Services, Dental Technology, and a range of sub higher education qualifications that will provide entry to higher education.

We wished to show areas of progression from partner institutions. In particular, we wanted to bring visualisation of the concept of ‘progression agreements’ in the broader area of Health and Medical Sciences, to which the partners are committed within the Birmingham, Black Country & Solihull Lifelong Learning Network. In addition, we wished to show the opportunities that are available for prospective students at all levels in our areas of expertise, current students on vocational courses and ex-students who are employed in a variety of roles within the NHS.

The material that was planned was a series of short videos, plus a single promotional video with integrated graphics. These will be provided in a suitable format for the web and on an authored master DVD with a menu. It is envisaged that the material will be available to download in a variety of ways e.g. pod casts and vodcasts. Also, that the material is presented in such a way that websites can be easily updated, for example, we would anticipate that the product would be used on the BBC&S LLN website to promote the concept of ‘progression agreements’. All partner institutions will have access to the material and it will be available for their individual web sites as well as being marketed for the Midlands Health Academy.

3) As part of the project, a skills escalator web tool was to be purchased. The purpose of this was to demonstrate the plethora of new roles and opportunities that exist within the health service and the education and training that the partner institutions provide to enable individuals to train for these roles.

This web tool would contain a career route finder for NHS careers an Education and Training Database and an Administration Centre. This web tool will enable the partner organisations to upload their prospectus material relevant to jobs and careers in the NHS and match available Education and Training to careers within the NHS. The short video films that are made during this project will also be added to the web tool to bring alive the various careers for prospective students.

**Target Groups of Learners**

1. People from local communities who require education and training opportunities to enter into or progress in employment within the medical health sciences sector.
2. People who are already in employment who need to develop higher level education and skills in new roles and areas of knowledge across role
boundaries and in newly developed areas in their specialism. This is one of the major priorities of local employers who are developing new roles of assistant practitioners.

3. People already in employment who are involved in Continuing Professional Development and want to use it to progress in Higher Education.

4. People working in voluntary and community settings seeking new or continuing qualifications at Level 3 and above.

A secondary audience / target group could include

5. Young people in schools and colleges looking for career pathways, at Level 3 and beyond.

6. Young people on vocational courses such as NVQ or the new specialised Diplomas in schools, colleges or collegiate or who are in apprenticeships/work-based learning.

Outputs

1) An accord or progression agreements between partner institutions that will demonstrate how individuals from local communities can move between the partner institutions into and through education.

2) Promotional videos with integrated graphics promoting career routes and opportunities in the higher levels of health sciences, medical technology and associated disciplines; the range of higher level programmes and the partnership of institutions that deliver these including FECs, HEIs and hospitals; the importance of ‘progression agreements’ between partnerships of institutions to enable vocational learners to progress.

3) A live web site containing short videos of education and Training opportunities that exist in the partnership institutions in a suitable format for the web. All the videos are coupled to education and training opportunities and also to the jobs and careers information on the web site.

Resources

The project required the services of a film company to produce the web based and video products, some bespoke software and the input from specialist and project staff from all institutions.

The educational institutions were to meet the costs of the specialist staff and all associated costs of production as well as the administrative costs of progression agreements.

The employers will meet the costs of specialist staff and associated costs of on site production as well as the administrative costs of progression agreements.
Progress reports

The project was monitored using the LLLN traffic light system of project monitoring. Timescales and outputs were identified and regular reporting by the project lead to the appropriate LLLN PWG and LLLN officers was undertaken (see Appendix 2).

The phases of the project were monitored by the project lead, Dr Julia Brown who reported to Dr Roger Minett, Dr Jim Rimmer and the LLLN PWG for medical sciences as well as a Community Engagement sub-group of the MHA who in turn report to the Midlands Health Academy Steering Group. The visual material that was produced was regularly reviewed by both the Community Engagement sub-committee and the Steering Group.
Summary of the project

The Project was managed by Dr Julia Brown at Aston University. The original estimate for the duration of the project was 6 months. It soon became apparent that 6 months was an underestimate for this project and it actually took 1 year to complete (see Appendix 1). There were delays in getting a Progression Agreement signed by all 4 partners, delays in filming which resulted in delays in the Skills Escalator being made live. The delays in the signing of the Progression Agreement were due to one of the key people in one of the partner institutions being on long term sick leave, then the person concerned stepping down from the MHA steering group and a gap before a replacement joined the steering group.

The two main reasons for delays in filming were the length of time it takes to prepare for filming each video and the frequency with which the stars of the videos postponed or worse cancelled filming altogether. The process for producing one film is: a preliminary meeting with the key contact in an institution, a decision was then made about the subject areas to be filmed, second meetings were set up with small teams in the individual subject areas (with or without the star/s of the video) third meetings were held with the stars to brief them on their role, finally a filming date had to be arranged that was convenient for the film crew, producer and the star/s of the video and that also fitted in around teaching commitments of the institution concerned. Cancellations and delays were experienced at every stage outlined here. In the worst case scenario we had arranged and cancelled 3 different filming dates for one person who then resigned from the institution and left. In this instance we had to begin the whole process again.

The Lifelong Learning Network Project Facilitator for the first 8 months of the project was Stephanie Egleston. When Stephanie’s contract ended there were a number of films outstanding; 2 for Aston University, 2 for Birmingham City University and 5 for HoB tPCT. Dr Julia Brown and Nick Birch (Aston Media) oversaw the completion of the Aston University and Birmingham City University films and a newly appointed MHA Project Manager, Lynda Austin, arranged for the five films to be completed for HoB. However, changes in project facilitation did not hinder the progress of the project. By January 2009 all videos had been filmed, scripted and edited and sent to CRB Associates for uploading to the MHA web site.
Meeting the Outputs

1. Progression Agreement
A progression agreement between the partner institutions which demonstrates how individuals from local communities can move between the partner institutions into and through education has been signed (Appendix 4). This Progression Agreement fulfils one of the criteria set by the Birmingham, Black Country and Solihull Lifelong Learning Network (LLN) for the Midlands Health Academy (MHA) to meet the conditions of a grant that has been agreed for the MHA from the LLN. The LLN aims to guarantee pathways for progression for vocational learners, to progress their careers and ultimately make a difference to regional skills shortages.

This Progression Agreement is programme specific and will facilitate progression to employment at level 3 status at Heart of Birmingham teaching Primary Care Trust as Chronic Disease Educators whilst simultaneously studying for a Foundation Degree in Health and Social Care at Matthew Boulton College. Typically, the entrance requirements for this would be GCSE’s and/or NVQ’s. Candidates who successfully achieve the Foundation Degree in Health and Social Care have a passport to Higher Education that entitles them to progress to either a BSc in Health and Social Care at Aston University, a BSc (Hons) Health and Wellbeing at Birmingham City University. Alternatively, they can gain promotion to Assistant Practitioner roles within the Heart of Birmingham teaching PCT.

The first cohort of 10 students enrolled on the Foundation Degree in Health and Social Care in 2007. As this is a two year Programme they will be graduating in the Summer of 2009. It is not possible at this time to say what the student’s career progression will be. However, their progress, and the progress of future Health and Social Care students will be monitored.

2. Careers-focussed videos
The organisation of the filming was undertaken by Stephanie Egleston for the first 8 months of the project. Her experience of working with HE enabled her to progress to the position of Improvement and Development Manager for CPD in Telford & Wrekin PCT.

A range of visual material with integrated graphics promoting career routes and opportunities in the higher levels of health sciences, medical technology and associated disciplines have been produced (see Appendix 5 for the complete list). The videos cover a range of higher level programmes that are available in the partnership of institutions that deliver these including FECs, HEIs and hospitals. There are a number of themes running through the videos including: non-standard entry into education, work-based learning, being a mature student, regional learners, up-skilling the existing workforce, returning to work and progression for learners between partnerships. All of the stars of the videos have learning aspirations and have had inspirational stories to tell. Here are four examples (one from each partner)
of the video stars who shared their stories of how, as vocational learners, they progressed through Higher Education.

2.1 Case Studies

Case Study 1: Gail “new qualifications that she gained whilst working for the NHS have enabled her to change career”

After leaving school with few qualifications Gail began working in a supermarket. After a few years she became a Pharmacy Assistant before being promoted to a Pharmacy Technician. Gail now works for the Heart of Birmingham tPCT as a Senior Phlebotomist/Phlebotomist trainer and has successfully gained NVQs at level 2 and 3 as well as a teaching qualification. The Heart of Birmingham tPCT has enabled Gail to access training and gain qualifications. The new skills and knowledge that Gail has gained has allowed her to move into different careers. Gail has always longed to be a nurse, and because of the qualifications she has gained whilst working for the NHS, she is starting a nursing degree at Birmingham City University.

Case Study 2: Sean “vocational learning is helping him to acquire the new skills that will enable him to move from a non-clinical to a clinical role”

Sean worked in the NHS for 20 years prior to registering for the training that would lead to his desired vocation. Sean is a porter who spent 4 years working in a hospital kitchen before moving into general portering, working in accident and emergency and finally taking people to the Radiography Department for x-rays. So for 20 years Sean worked as a porter before deciding that he would like to be a Radiographer. He identified that he had good communication skills with patients and a good knowledge of the various hospital departments, he lacked an academic background but was very keen to learn diagnostic radiography. Sean studied for a level 2 NVQ and a level 3 NVQ and has registered for a Foundation degree in Health and Social Care (Radiography). He has completed an IT module and will learn Radiation Science, Radiographic or Radiotherapy techniques as well as Evidence-based Healthcare options modules. During the Foundation degree Sean will learn how to take x-rays but not how to diagnose them, but he plans to continue his education with a pre-registration programme and a BSc. Sean’s Foundation degree in Health and Social Care (Radiography) will enable him to work as an Assistant Practitioner in Radiography whilst he continues his training in Higher Education.

Case study 3: Sam “registering for a Foundation Degree has enabled him to do work-based learning and change his career”

This is a change of career for Sam who is a mature student. He has registered for a Foundation degree in Hearing Aid Audiology. This is a 2 year degree that enables Sam to work in Specsavers and have day release to attend lectures at University. This “earn while you learn” option was very appealing to Sam who has given up a full time job to do this. By the end of the two year course, Sam will be able to fully dispense hearing aids, perform hearing tests i.e. pure tone tests and cochlear
function tests and will know when to refer patients to GPs or consultants. This course suits Sam’s interests in Biology and Physics and he understands the requirement to have a good knowledge of both. Equally, Sam enjoys patient contact and improving the quality of life for people through improving the status of their hearing. After the Foundation Degree there is an opportunity to progress to the BSc course in Audiology.

Case study 4: Michael “has used his interests in art and design and acquired new skills to work towards a clinical role”

Michael left school with one GCSE in Art, he went to college and did a GNVQ in art and design and then worked in a dental lab as a model maker. He learnt about metal work and digital technology and gained a National Award in Dental Technology. He has registered for a Foundation degree in Dental Technology and is learning the three major disciplines: Crowns and Bridges; Dentures and Orthodontics. He is currently learning how to make caps for teeth using plaster casts. He also works with gold and porcelain crowns. This Foundation degree can be studied full time or part-time with day release whilst working, which is appealing to many people. Michael wants to take his education further and do a degree. He is also interested in becoming a Clinical Dental Technician which will give him more contact with patients.

3. Midlands Health Academy web site linked with the Skills Escalator web tool

This site www.midlandshealthacademy.org.uk is a web site, containing prospectus material from the original 4 partner institutions which is linked to information about clinical and non-clinical jobs and careers in the NHS via the Skills Escalator web tool.

A Nuffield Bursary student, Anisah Saleem worked on the construction of the MHA web site; having a young person helping to design was thought to make it attractive to young people as well as attractive to returners to work and those currently working in the NHS. In addition to designing the web site, Anisah also uploaded information about education courses for partner institutions. Anisah has subsequently returned to Swanshurst Sixth Form College, Birmingham, for her “A” level year and has applied through UCAS for a place on the Aston University BSc course in Applied Biology.

The Skills Escalator enables anyone to search for information about jobs and careers in the NHS, whether they are currently working for the NHS or not, whether they are employed or not and if they are in School and trying to make their first career decisions. In addition to the Skills Escalator, the web site also has a video bank containing the videos that have been produced from the funding provided by Birmingham, Black Country and Solihull Lifelong Learning Network. The site also has a CPD section for NHS staff wishing to acquire new knowledge or up-skill in accordance with their requirements for continuation to practice. The site also has links to professional bodies that accredit the education programmes for the partners. There are links to the NHS careers pages and also the Skills for Health pages.
The maintenance for the web site has temporarily been handed to Lynda Austin, Project Manager for Midlands Health Academy since 16th October 2008. Lynda is arranging for original partners and new partners to have access to the site to update and maintain it.

3.1 Raising Awareness of the Midlands Health Academy web site within partner institutions

On the 18th March 2009 an event took place at the Birmingham City Football Ground which was hosted by the Heart of Birmingham teaching PCT. The event was organised by the MHA Project Manager and Dr Sandy Bradbrook, CEO of Heart of Birmingham teaching PCT gave the welcome and introduction. The purpose of this event was to raise awareness of the Midlands Health Academy amongst Heart of Birmingham teaching PCT staff and to tell them how to access funds to enable them to take advantage of training that is available. As a result 10 of the staff that attended the event have applied to go on programmes offered by the MHA partners. The event was also organised to enable partners to network with one another, especially new partners with original partners. The event was attended by nearly 100 people.

A second event took place at Aston University on the 6th May 2009. The event received publicity with an article in the Birmingham Mail on the 5th May 2009. The event was organised by Dr Julia Brown, LHS Director of Business & Marketing, Aston University, and the welcome and introduction was given by Professor Graham Hooley, Senior Pro VC, Aston University. All MHA partners had exhibition stands and had an opportunity to network with Aston University staff. The purpose of this event was to:

- raise awareness of the work of the Midlands Health Academy,
- see how to use the Skills Escalator,
- to welcome our three new partners, Walsall College, South Birmingham College and Wolverhampton University,
- for staff from the different partners to network with each other
- to showcase some of the videos, and
- give people a say in the future direction of the MHA

This event was attended by over 60 people, 16 of whom were visitors to Aston University and Ranjit Sondhi, Chairman of the Heart of Birmingham teaching PCT gave the closing speech for the event. Some of the attendees fed back their ideas for locations/events where the Skills Escalator web tool can be used. Other ideas that were received were about the future direction of the MHA. There was also interest in joining the MHA from one Higher Education Institution and one PCT. The new ideas will be discussed at the MHA Steering Group Away Day in June 2009.

There are two further events planned to raise awareness of the activities of the Midlands Health Academy, one in Birmingham City University and the other in Sutton Coldfield and Matthew Boulton Colleges.
Future Directions

The Midlands Health Academy Community Engagement Sub-committee are producing a list of locations and events where the Skills Escalator web tool will be used. It has been proposed that there will be an annual calendar of careers-focussed events and additional events can be added as they arise. Obvious places to showcase the Skills Escalator are Schools, Colleges, HEIs and careers-focussed events in the West Midlands region; but there are many less obvious venues for using the site and these are currently being explored.

The Midlands Health Academy is currently applying for Multi-Organisational bids as follows:

- Lifelong Learning Network
- JISC – Business and Community Engagement Theme
- Diploma in Public Service
- ACTIVATE Connecting to Primary Care
- Apprenticeships – Cluster Approach
- BIG Lottery Research Grant
- Building Bridges West Midlands
- LSC – Employer Engagement Health and Social Care Hub

The Midlands Health Academy has received further funding from another organisation to explore partnership working using new technologies. The web site www.midlandshealthacademy.org.uk will be used as a portal by partners to engage in peopleless meetings. It is recognised that bringing people from all 7 partners together in the same room at the same time can be problematic. We are using new technologies to enable us to meet in a virtual way.
Concluding Remarks

1. The partnership that is the Midlands Health Academy is growing, we have recently been joined by, South Birmingham College, Walsall College and Wolverhampton University’s School of Health and more institutions have approached us.
2. New partners will be adding their prospectus information to the MHA web site.
3. New partners will be making career-focussed videos for the site.
4. All partners will have access to the site to update their information.
5. A strategic plan is being drawn up by the Midlands Health Academy Community Engagement Sub-Committee for locations/events to utilise the Midlands Health Academy web tool. Obvious places are Schools, Colleges, HEIs and careers-focussed events in the West Midlands region; but there are many less obvious venues for using the site and these are currently being explored.
6. The career progression of Foundation Degree in Health and Social Care students will be monitored i.e. for how many pass their Foundation Degree and whether they progress into new roles in the NHS or to Higher Education in Aston University, Birmingham City University or one of the new partners.
7. The Midlands Health Academy will continue to apply for Multi-Organisational bids.
APPENDICES

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**APPENDIX 1**

Planned timeline for the project

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<tr>
<th>Phase/Date</th>
<th>Activity</th>
<th>Outputs</th>
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<tr>
<td><strong>Phase 1</strong></td>
<td></td>
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<tr>
<td>December</td>
<td>Appoint an Academic Support Officer (ACO) to co-ordinate the project</td>
<td>Production of an agreed project plan with clear objectives for filming in the 4 partner institutions*</td>
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<tr>
<td>31 January</td>
<td>Recruit to and validate FdSc pathway in preparation for employment into new NHS Role</td>
<td>Progression agreement between Aston University Mathew Boulton College and Heart of Birmingham PCT</td>
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<td>2007</td>
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<td>The progression agreement will extend to involve Birmingham City University by July 2008</td>
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<td><strong>Phase 2</strong></td>
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<tr>
<td>29 February</td>
<td>ACO to organise and monitor the filming</td>
<td>2 days filming in each of the 4 partner institutions</td>
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<td>2008</td>
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<td><strong>Phase 3</strong></td>
<td></td>
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<tr>
<td>31 March</td>
<td>ACO to feedback to the MHA and review the material</td>
<td>Further 1 day of filming in each of the partner institutions</td>
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<td>2008</td>
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<td><strong>Phase 4</strong></td>
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<tr>
<td>30 April</td>
<td>Production of short videos</td>
<td>MHA to review videos</td>
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<td>2008</td>
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<td><strong>Phase 5</strong></td>
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<tr>
<td>31 May</td>
<td>Production of a DVD &amp; addition of material to the 4 partner Institution and LLN web sites</td>
<td>Reviewed by MHA and LLN officer</td>
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<td><strong>Phase 6</strong></td>
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<tr>
<td>30 June</td>
<td>Acquisition of the skills escalator web tool &amp; addition of prospectus information and video clips to the skills escalator web tool</td>
<td>Review of material by the MHA Distribution of DVDs &amp; go live</td>
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<td>2008</td>
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APPENDIX 2

Report on Phases of the project

The project progressed well in the first phase. A Lifelong Learning Network Project Facilitator was appointed. The Facilitator, Stephanie Egleston, was previously a Nurse Manager of a Medical Assessment Unit at Princess Royal Hospital Telford, Stephanie’s considerable experience of working for the NHS was considered to be invaluable to the project and she began work on the 15th January 2008. A plan for project progression was produced and agreed by key contacts from all 4 partners. The project continued to progress well in the second phase. Stephanie Egleston had had many meetings within partner institutions. Video content was agreed in many topics in Aston University and Matthew Boulton College and progress was being made within Heart of Birmingham tPCT towards identifying key contacts for the 6 individual subject areas. The Easter vacation in the third phase of the project did not hinder progress significantly and the subject areas for the 6 films in each of the partner institutions, has now been identified. The film content had also been agreed in many topics in Aston University and Matthew Boulton College and Heart of Birmingham and progress has been made towards meeting with key contacts in Birmingham City University. In the fourth phase, a meeting was held on the 14th May with all 4 partners present and progress was reviewed, whilst subject areas and key contacts in the 4 partners had been identified and in most cases video stars too, progress on firming up filming dates was slow. Despite being a time of exams and marking, the project progressed well in the fifth phase and all video stars had been identified and had met with the Lifelong Learning Network Project Facilitator, Stephanie Egleston. Filming was very slow though due to a variety of reasons mainly because the stars were unable to keep to the filming dates that had been set. The filming part of the project has progressed very slowly in the sixth phase due to paternity leave, exam marking and permissions to film in hospital locations. The Lifelong Learning Network Project Facilitator, Stephanie Egleston went on leave until the end of August. As Stephanie was working the equivalent of half time for the planned 6 months of the project she was due to finish in September 2008. Stephanie left in September and took a position as Workforce Development Manager in Telford and Wrekin PCT, her experience of working with HE and FE institutions assisted her in gaining this post. In September there were a number of films outstanding; 2 for Aston University, 2 for Birmingham City University and 5 for HoB tPCT. Dr Julia Brown and Nick Birch (Aston Media) oversaw the completion of the Aston University and Birmingham City University films and a newly appointed MHA Project Manager, Lynda Austin, arranged for the five films to be completed for HoB. By January 2009 all videos had been filmed, scripted and edited and sent to CRB Associates for uploading to the MHA web site.
APPENDIX 3

Report on the Institutional Progression Agreement

The first copy of the Progression Agreement was written in Phase 2 in consultation with Dr Roy Smith, Head of Interdisciplinary Studies at Aston University and Dr Roger Minett, MBC. The first Progression Agreement was between HoB tPCT, Matthew Boulton College and Aston University. A copy of the Progression Agreement was sent to BBS LLN for comments prior to getting it signed by the Pro-Vice Chancellor for Teaching and Learning at Aston University, the Principal at Matthew Boulton College and the CEO at the Heart of Birmingham. A meeting was held at Aston University on 14th April 2008 with Kevin Moran and Patrick Highton from the LLLN and Roger Minett and Yasar Eltaf from MBC. The amendments that were agreed at that meeting were carried out. In Phase 4 the first Progression Agreement was signed by the Pro VC at Aston University, Professor Alison Halstead, the CEO from Heart of Birmingham, Dr Sandy Bradbrook and the Principal from MBC, Christine Braddock. In Phase 5 the first Progression Agreement was given to Kevin Moran (LLLN) a publicity event was to be planned by the Midlands Health Academy Community Engagement Group after the second Progression Agreement had been signed as this one would include all 4 partners. In Phase 6 plans were underway to include Birmingham City University in the Progression Agreement. Marion Thompson Associate Dean BCU was looking at how to include Birmingham City University in the Progression Agreement. There were many changes at BCU over the Summer of 2008 and Marion Thompson left the steering group of the Midlands Health Academy. This event hindered the progress of the second Progression Agreement. In October 2008, Louise Toner a new Associate Dean at BCU, joined the MHA steering group and the second agreement was signed (see the following pages for a copy of that agreement. The Progression Agreement that has been signed by all 4 partners in the MHA has been given to Kevin Moran (LLLN). Publicity photographs were taken at the close of a MHA steering group meeting on Friday 9th January 2009.
APPENDIX 4

INSTITUTIONAL PROGRESSION AGREEMENT

This Progression Agreement fulfils one of the criteria set by the Birmingham, Black Country and Solihull Lifelong Learning Network (LLN) for the Midlands Health Academy (MHA) to meet the conditions of a grant that has been agreed for the MHA from the LLN. The LLN aims to guarantee pathways for progression for vocational learners, to progress their careers and ultimately make a difference to regional skills shortages.

Progression Agreement between Matthew Boulton College, and

Aston University, Birmingham City University and

Heart of Birmingham teaching Primary Care Trust

This Progression Agreement is programme specific and will facilitate progression to employment at level 3 status at Heart of Birmingham teaching Primary Care Trust as Chronic Disease Educators whilst simultaneously studying for a Foundation Degree in Health and Social Care at Matthew Boulton College. Typically, the entrance requirements for this would be GCSE’s and/or NVQ’s. Candidates who successfully achieve the Foundation Degree in Health and Social Care can progress to either:-

A BSc in Health and Social Care at Aston University

or, a BSc (Hons) Health and Wellbeing at Birmingham City University

Or,

Assistant Practitioner roles within the Heart of Birmingham teaching PCT

Basis for Progression

This Agreement is based on an understanding between staff at all institutions that there is a basis for successful progression and a good curriculum match between the course at Matthew Boulton College and the BSc course at Aston University.

Matthew Boulton College will provide places on the Foundation Degree in health and social care to Heart of Birmingham teaching Primary Care Trust employees who meet the entrance criteria and successfully pass an interview for the role of Chronic Disease Educator.

Aston University agrees to offer places on the BSc in Health and Social Care Programme to students who have passed the Foundation Degree in Health and Social Care.
Students who successfully complete their Foundation degree in Health and Social Care will be in a position to take up Assistant Practitioner roles within Heart of Birmingham.

**Admission & Application**

Students will be interviewed prior to commencement of the Foundation degree course and successful applicants will be given a Progression Passport, which is their guarantee of an offer to progress to Higher Education, subject to meeting the criteria outlined in the Passport.

Applicants to a full-time BSc programme should apply to the University. Aston University has the final authority on all matters relating to admission of students. In borderline cases the Aston University admissions tutor will consult with the course tutor from Matthew Boulton College. Course tutors from Matthew Boulton College may also consult with Aston University admissions tutors about the outcomes of any Admissions decisions.

Those students who do not satisfy all the admissions criteria stated in their Progression Passport will be considered for entry to other programmes by the University. Every effort will be made to offer applicants admission to a programme appropriate for their qualifications and skills.

**Termination of Agreement**

The Progression Agreement will be terminated if:
- the course at Aston University is discontinued
- the course at Matthew Boulton College is redesigned and following discussions between Aston University and course tutors it is agreed an appropriate curriculum match no longer exists
Signatures:

Pro-Vice Chancellor for Learning and Teaching Innovation, Aston University

Date

Pro-Vice Chancellor Academic, Birmingham City University

Date

Principal and Chief Executive, Matthew Boulton College

Date

CEO, Heart of Birmingham teaching Primary Care Trust

Date
A Progression Agreement is an arrangement between Colleges and Universities employers, providing you with a guaranteed route into Higher Education or to a new role.

This Progression Agreement between Matthew Boulton College and Aston University, will **guarantee** you a place on the BSc in Health and Social Care.

Aston University, Matthew Boulton College and the Heart of Birmingham teaching Primary Care Trust are partners in the Midlands Health Academy and are committed to providing education for employment.

This Progression Agreement is part of the Birmingham, Black Country and Solihull Lifelong Learning Network, and aims to increase the number of vocational learners progressing to Higher Education across the region.

♦ The University and your College will work together to support you in the transition from further to higher education, and provide you with some of the following opportunities:

  - Visits to Aston University to experience student life
  - Advice and guidance about higher education opportunities and how you can progress to University
  - Subject sessions led by University Tutors
  - Help with study and revision skills
  - Support with your application to higher education
A Lifelong Learning Network (LLN) is a group of institutions, including higher education institutions (HEIs) and further education colleges (FECs) that come together across a city, area or region to offer new progression opportunities for vocational learners.

What does a Lifelong Learning Network aim to do?

• Develop progression agreements to increase the number of vocational learners progressing to higher education;
• Combine the strengths of a number of further education colleges and higher education institutions, to increase opportunities for vocational learners;
• Work in partnership to ensure that vocational learners are provided with appropriate information, advice, guidance and support to progress their learning through flexible pathways;
• Ensure that learners have access to a range of progression opportunities so they can move between different kinds of vocational and academic programmes as their interests, needs and abilities develop;
• Develop new curriculum areas to facilitate progression and meet the needs of both learners and employers;
• Value vocational learning outcomes and provide opportunities for vocational learners to build on earlier learning and re-engage with learning throughout their lifetime;
• Make higher education more accessible to vocational learners across a lifetime of work and study.
Progression Agreement between Aston University:

Matthew Boulton College:

And

Course: Foundation Degree in Health and Social Care

Aston University agrees to offer you a place on the ‘BSc in Health and Social Care’ or other relevant programme provided:

- you pass the above course, achieving the following grades: The result required for progression would be, not less than 40% in each module, 240 credits overall, and not less than 80 credits at level 5

This offer is based on a Progression Agreement made between Matthew Boulton College and Aston University which sets out the academic basis for progression from your course onto programmes at Aston University. This agreement is monitored and evaluated annually by the University.

Application

For applications to a BSc Health and Social Care programme you should apply to the University.

Termination of Agreement

The Progression Agreement will be terminated if:

- the course at Aston University is discontinued
- the course at Matthew Boulton College is redesigned and following discussions between Aston University and course tutors it is agreed an appropriate curriculum match no longer exists
Progression Agreement between Birmingham City University:

Matthew Boulton College:

And

Course:  Foundation Degree in Health and Social Care

Birmingham City University agrees to offer you a place on the ‘BSc (Hons) Health & Wellbeing’ or other relevant programme provided:

- you pass the above course, achieving the following grades: The result required for progression would be, not less than 40% in each module, 240 credits overall, and not less than 120 credits at level 4

This offer is based on a Progression Agreement made between Matthew Boulton College and Birmingham City University which sets out the academic basis for progression from your course onto programmes at Birmingham City University. This agreement is monitored and evaluated annually by the University.

Application

For applications to a BSc (Hons) Health & Wellbeing programme you should apply to the University. Applicants will normally enter the second year of the BSc (Hons) Health & Wellbeing and will have to select one of three pathways (Exercise Science, Nutrition Science or Individuals and Communities).

Termination of Agreement

The Progression Agreement will be terminated if:

- the course at Birmingham City University is discontinued
- the course at Matthew Boulton College is redesigned and following discussions between Aston University and course tutors it is agreed an appropriate curriculum match no longer exists
APPENDIX 5

Progress of the filming part of the project

Phase 1.
Aston University – six areas for video work were identified and these included: Audiology, Optometry, Biomedical Sciences, Pharmacy, Health Psychology and Health & Social Care. Initial meetings have been held with the key people in the Audiology Group, the Optometry and the Biomedical Sciences Group. Appropriate individuals to be included in the videos have been identified for these 3 groups. Additional meetings are planned with these individuals and these will take place prior to filming. Filming was scheduled for Audiology on the 18th February 2008 and for Optometry on the 20th February 2008.

Matthew Boulton College – chose 6 subject Areas: Dental Technology, Podiatry, Pharmacy Technology, Health and Social Care, Mental Health and Dental Nursing.

Heart of Birmingham teaching PCT - A meeting took place with the key contact Alexis Whyte on 13th February 2008 to discuss areas and contact names. The 6 chosen subject areas were: School Nurses, Health Care Assistants, Health Visitors, General Practitioners, ICT and HR and Finance.

Birmingham City University - The initial meeting to discuss content, areas and contact names was due to take place on the 22nd February.

Phase 2.
Aston University – Filming took place in Audiology and Optometry Aston Media edited the Audiology video in order to have some footage to show at the MHA Launch event on the 22nd February. Filming was planned in Microbiology for the 2nd April 2008. Meetings were arranged with leads in Psychology for the 1st April 2008 and for Pharmacy on the 7th April 2008.

Matthew Boulton College – Two meetings with MBC key contacts took place during the weeks commencing the 3rd and 10th March 2008. Filming dates were arranged for Podiatry and Dental Nursing on the 9th and 14th April 2008.

Heart of Birmingham teaching PCT - A meeting took place with the key contact in February to discuss areas and contact names. The 6 subject areas are: School Nurses, Health Care Assistants, Health Visitors, General Practitioners, ICT and HR and Finance.

Birmingham City University - The initial meeting to discuss content, areas and contact names took place on the 22nd February 2008 after the launch of the Midlands Health Academy. The first meeting at Birmingham City University itself is currently being arranged.
**Phase 3**

**Aston University** – The six areas for video work that had been identified altered slightly to: Audiology, Optometry, Biomedical Sciences, Pharmacy, Health Psychology and Combined Honours. Filming has taken place in Biomedical Science. Aston Media had virtually completed the editing of the Audiology film. Meetings took place with leads in Health Psychology and Pharmacy and filming in Health Psychology was planned for 19th May 2008.

**Matthew Boulton College** – Filming of Podiatry took place on the 9th April 2008 and the Dental Nursing key contacts were offered a series of dates to choose from for their filming. Meetings also took place with other key contacts.

**Heart of Birmingham teaching PCT** - A meeting has taken place with Alexis Whyte to discuss areas and contact names and key contact’s details were obtained for School Nurses, Health Care Assistants, Health Visitors, General Practitioners, ICT and HR and Finance.

**Birmingham City University** - The first meeting at Birmingham City University with Denise Baker took place on 7th April 2008 the key areas for filming were identified as: Learning Disabilities, Mental Health, Assistant Practitioners in Radiography, Rehabilitation Assistants (supporting Therapists), Rehabilitation (other unrelated roles) and Other Professional courses will go together in one film; Speech and Language therapy, Radiography, Social work, Operating Department and Practitioners.

**Phase 4**

**Aston University** – Aston Media completed the first edit of the Audiology film and it had been reviewed with only minor changes required. Filming in Health Psychology took place on 19th May 2008 and filming in Pharmacy was scheduled take place on the 23rd May 2008.

**Matthew Boulton College** – Filming of Podiatry took place on the 9th April 2008 and filming of Dental Technology was scheduled to take place on 22nd May. Other key contacts were offered a series of dates to choose from for their filming.

**Heart of Birmingham teaching PCT** - A group meeting was arranged for all key contacts in the week commencing 19th May 2008.

**Birmingham City University** - The first meeting at Birmingham City University with Denise Baker took place on 7th April the key areas for filming are: Learning Disabilities, Mental Health, Assistant Practitioners in Radiography, Rehabilitation Assistants (supporting Therapists), Rehabilitation (other unrelated roles) and Other Professional courses will go together in one film; Speech and Language therapy, Radiography, Social work, Operating Department and Practitioners. We are awaiting
the details of key contacts in these areas. A further meeting took place on the 14th of May and a meeting of all key contacts is being arranged at BCU.

**Phase 5**

**Aston University** – Filming had taken place in Audiology, Optometry, Biomedical Sciences and Health Psychology and the Audiology film had been scripted and edited. Meetings had taken place with leads in Pharmacy and Combined Honours and filming was due to happen in June 2008.

**Matthew Boulton College** – Podiatry, Dental Technology, Mental Health, Pharmaceutical Technology and Health & Social Care were filmed and they were awaiting scripting and editing. Meetings had taken place with key contacts in Dental Nursing and filming was planned for June 2008.

**Heart of Birmingham teaching PCT** - No filming had taken place in HoB, however there was a lot of discussion about arranging convenient filming dates.

**Birmingham City University** – There was no filming in this phase but meetings took place with some key contacts and filming dates were being arranged. Rehabilitation (Visual Impairment) was scheduled for filming on 25th June 2008.

**Phase 6**

**Aston University** – Meetings have taken place with leads in Pharmacy and Combined Honours and filming dates had been arranged for June 2008 but were postponed until August. Aston Media had completed the editing and scripting of the Audiology and the Biomedical Sciences films.

**Matthew Boulton College** – All subject areas had been filmed and Mental Health was being scripted and edited.

**Heart of Birmingham teaching PCT** - Administration in Public Health and Apprentice in Health Care has been filmed. Convenient filming dates during August for the other subject areas were being arranged.

**Birmingham City University** - The key areas for filming were: Learning Disabilities Nursing, Assistant Practitioners in Radiography, Rehabilitation Nursing, Rehabilitation (Visual Impairment) and Other Professional courses would become a montage. Rehabilitation/Visual Impairment, Rehabilitation/Nursing and the Other Professions had been filmed, Assistant Practitioner/Radiographer filming had been planned for the 29th July and Learning Disability Nursing filming was planned for August.
The filming part of the project was completed in January 2009, twenty four videos have been sent to CRB Associates, the company constructing the Skills Escalator Web site:

<table>
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<th>No.</th>
<th>Course</th>
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<tbody>
<tr>
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</tr>
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<td>6</td>
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<td>7</td>
<td>Health Psychology</td>
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<td>8</td>
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<td>(BCU)</td>
</tr>
<tr>
<td>9</td>
<td>Mental health worker</td>
<td>(MBC)</td>
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<tr>
<td>10</td>
<td>Optometry</td>
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<tr>
<td>11</td>
<td>Pharmacy technician</td>
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<tr>
<td>12</td>
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<td>24</td>
<td>Training &amp; Development Manager</td>
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These films have been uploaded onto the MHA web site [www.midlandshealthacademy.org.uk](http://www.midlandshealthacademy.org.uk) and they are in a video bank and also attached to jobs and course information.
APPENDIX 6

Designing & Constructing the Skills Escalator Web Site

The Skills Escalator web tool was demonstrated at the Midlands Health Academy Launch Event on the 22nd February using the East Midlands Deanery version. The Midlands Health Academy web site has since been designed, built and customised for use by Secondary School pupils using GCSE and “A” level information.

What was decided upon was a web site style that is both appealing and accessible by young people, returners to work and Health Care professionals who wish to acquire new skills. Anisah Saleem (Nuffield Bursary student) was taken on for a 5 week summer project, she helped to give the web site a look that young people will want (returners to work and current NHS employees will find it accessible too).

Anisah also compiled all the data from partner prospectuses for inclusion in the web site. The content of the site was discussed at several meetings and agreement has been reached between the partners that we will have the Skills Escalator with links to Programmes of Study in the partner institutions and links to the videos. We will also have the list of Programmes of study from the partner institutions with links to the Skills Escalator and links to videos. The videos have been uploaded to the web site. We have also included links to Professional Bodies, links to CPD pages and links to MHA Events.

The Midlands Health Academy web site has been designed, built and customized. The site went live in the week commencing Monday 26th January 2009. The address of the site is www.midlandshealthacademy.org.uk. We will be using this site extensively with young people within the West Midlands region at events, jobs fairs and Schools Conferences. As an example, this web site will be used during a 2 day Microbiology course that are being run in 9 schools in Birmingham during the Careers section of the course.