

**Sweeney programme - end of life care collaborative**

**Application form**

**Date issued \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Please note: Only electronic applications will be accepted. Please email completed applications to **anguswiltshire@pointofcarefoundation.org.uk**

This collaborative will be open to up to 6 teams from provider organisations. If fully subscribed, you will be offered a place on the next collaborative.

Each participating team can consist of up to 6 individuals who commit to implementing the learning from the Sweeney programme within their organisations.

**Key features**

|  |  |
| --- | --- |
| Application deadline | 4 weeks from date issued above (DD /MM/18) |
| Pre-work assignment issued | On recipet of application form |
| Module 1 – collaborative learning event | November 2018 |
| Webinar 1 | December 2018 |
| Module 2 – collaborative learning event | March 2019  |
| Collaborative learning event / celebration event | June 2019  |

**Price £4,800 per team plus VAT – invoices to be settled within 30 days of issue please.**

**INSERT PURCHASE ORDER DETAILS HERE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Invoices to be sent to:**

**Name & address of organisation:**

**Details of person completing form. This will be the person who will be the key contact for day to day communications with the Point of Care Foundation programme team.**

**Please include name, job title, email address and telephone number:**

**1. Describe your organisation’s approach to understanding and improving patient experience (approximately 200 words):**

Things you might consider are: how patients’ experience is considered at different levels of the organisation; what sort of information on patients’ experience is collected and how it is acted upon; what is the capability of your organisation in relation to monitoring and improving patients’ experience?

**2. Please describe how you plan to integrate this work with your organisation’s overall approach to quality improvement (approximately 200 words):**

**3. Your Team**

a) Please provide the details of your team who will participate in the programme. Please note up to 6 individuals may be named. These are the individuals who will attend the collaborative learning events and will implement their learning within their organisation.

|  |  |  |
| --- | --- | --- |
| Name  | Job role  | Contact email and telephone number |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**4. Your project focus**

Please tell us about your proposed project (approximately 350 words):

Please cover:

• The setting in which you will do this work

• Where the care experience begins and ends (by care experience we mean an aspect of care that is defined from the patient’s perspective).

• How many patients are affected by this care experience in this setting in an average month

• Why you are considering this setting and what you already know about this care experience

• Your aspirations for this care experience, and what you’d like to achieve through this work

• How you will involve patients and families in this work, for example from consulting with patients and families, to involvement in a working group to co-design in partnership

• What challenges you might face in undertaking this work and how you might overcome these

**5. We would like to ensure that this work has the support of leaders of your organisation. Please complete the support statements from the executive sponsor and a clinical champion** (approximately 250 words per statement).

**Statement from the executive sponsor:**

**Statement from the clinical champion:**

**Please sign the Declaration of Board support below**

By signing this form, the executive sponsor for this work confirms that the Board of this organisation fully endorses and supports the involvement of their teams in The Sweeney programme.

The Board is committed to supporting the core team members throughout this initiative and confirms that:

• members of the core team will be released for 3 days during the programme to take part in learning events

• members of the core team will be given protected time to develop the improvement work; this protected time will be used for meetings with colleagues locally, colleagues from other participating organisations, for contact with expert support, and for participation in the Sweeney community network

• involvement in this work among the broader clinical teams will be encouraged by the Board

• all team members will be encouraged by the Board to share their learning within and beyond the organisation through the channels provided by the network.

• where core team members are required to travel to learning and dissemination events, the Board agrees to cover their travel, subsistence and, where necessary, their accommodation costs

• Participating organisations are prepared to contribute ‘in kind’ by releasing staff to participate and backfilling their time at their own expense.

**Scanned signature of executive sponsor**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Signature) (Print name)