

**Practice Based Commissioning
Works stream 4: Skills and Knowledge
Training Programme**

Development area	Description	Do you think you need to know this to help with PBC?	
		Yes	No
1. Concept of PBC	Do you understand the PBC and its technical guidance?		
	Do you understand how PBC fits in with national policy ?		
	Do you understand the new financial mechanisms in the NHS and specifically PBR?		
	Do you understand how PbR fits to PBC/		
	Do you understand the new NHS strategy document – Commissioning a patient led NHS and its potential implication to SWRPCT?		
	Do you have knowledge of the latest national thinking on scheduled and unscheduled care models?		
	Do you have knowledge of the planning agenda ie LDP and ISIP?		
	Do you understand the commissioning cycle both now and in the future in SLAs setting, PbR etc		
	Do you understand the Health and Social care development standards?		
	2. Data Analysis	Do you know how to work on excel ie build spread sheet, develop graphs etc?	
Do you know how to use pivot tables?			
Do you understand the data sent to you from the PCT?			
Do you know how to manipulate the data sent to you by the PCT?			
Do you know how to match the data to clinical patterns and behaviour?			
3. Redesign Skills	Do you have skills in service improvement including process mapping, capacity and demand analysis?		
	Do you know how to map a care pathway and analyse w how it can be improved?		
	Do you have knowledge of service improvement concepts such as six sigma, model for improvement, clinical Microsystems, PDSA cycles etc		

	Do you know how to form outcome measure to monitor and review service change?		
	Can you produce a savings proposal for PBC?		
	Do you have an understanding of the human dimensions of change concepts?		
4. Personal Skills	Are you confident in your influencing and negotiation ability		
	Are you assertive and always get the job done?		
	Do you know your preferred management style and how you work in a team?		
	Do you know about leadership skills and the qualities required to manage a team		
	Are you happy working across professional boundaries?		

Possible training Solutions

1. Concept of PBC:

- Presentations to staff groups about PBC and the local approach from the PCT.
- Lunch time drop in sessions at practices (see attached info)

2. Data Analysis

- ½ day Locality sessions to introduce the commissioning model, and indicative budgets, including explanation of PbR and HRGs for costing purposes. Time also spent looking at data manipulation and use of pivot tables

3. Redesign Skills

- Full day 10th January 2006 to introduce key frameworks for service improvement and discuss the impact of individual behaviour on change.

4. Personal Skills

- Practice / team specific work on personal development.