

SCS1546.53

Further Competition on behalf of Health Education
England and London / South East NHS Trusts

Healthcare Science Level 2 Apprenticeship

Under Dynamic Purchasing System C1546



Commercial Environment

Salisbury NHS FT's Commercial Services team are responsible for a number of the Trust's outward facing businesses, and provide procurement and commercial expertise to both the Trust and a number of collaborative organisations across the NHS. One of the original Carter Programme trusts, SFT are also national demonstrator site for Scan4Safety / GS1 implementation, and have experience in commercialising areas of the Trust's services to a wider market, as well as bringing innovations to market for the benefit of the NHS.

Salisbury NHS Foundation Trust are therefore a Contracting Authority within the meaning of the Public Contract Regulations 2015, and are able to make this DPS available to other public organisations listed in the relevant section of this document. Salisbury Commercial Services is a trading name of Salisbury NHS Foundation Trust for the delivery of this DPS and associated services.

This Requirement

Under Salisbury's existing Dynamic Purchasing System for Apprenticeship Training Provision, Salisbury are acting for the member Trusts of the BANES, Swindon & Wiltshire Sustainability & Transformation Partnership in conducting a further competition for the requirements listed below :

Further Competition Requirement Details	
Course Title	HEALTHCARE SCIENCE ASSISTANT
Accrediting Body	Pearson
Required Start Date	September 2018
Required Location(s) (Towns not site names)	London and South East – See employer details
Number of Students	Procuring Trusts do not have confirmed numbers at this stage. Therefore we are seeking minimum cohort numbers from providers, who are able to work in a flexible and responsive manner to work with Trusts to develop this Apprenticeship delivery across London and the South East.
Standards / Framework Link	https://www.instituteforapprenticeships.org/apprenticeship-standards/healthcare-science-assistant/
Contract Period	Please note that only the placing of a student or cohort constitutes a contractual obligation. Trusts may award to multiple providers according to business need. Each subsequent placement is subject to previous performance. The validity period of this Procurement is two years (to July 2020) but Trusts reserve the right to reprocure at any time should the market or needs change.

Requirement Description

The supplier is required to provide bespoke apprenticeship programmes to the following Healthcare Science (HCS) departments using the above-mentioned Apprenticeship Standard.

- Audiology
- Cardiac Physiology
- Clinical Engineering
- Decontamination / Sterile Services
- Life / Laboratory Sciences
- Ophthalmology
- Radiotherapy Engineering
- Rehabilitation Engineering
- Respiratory
- Medical Equipment Management in clinical areas like Operating theatres, A&E and High Dependency units.

A set of guided units (for each specialism) from the optional units, available in the HCS Assistant diploma, are attached in the Annex A. Training providers are required to offer reasonable adjustments in selecting units to cater individual department needs.

Employer Details

NHS Trust Name	Address
Barts Health NHS Trust	Department of Neurophysiology 2nd Floor South Tower The Royal London Hospital, Whitechapel London E1 1BB
Guy's & St Thomas' NHS Foundation Trust	Education, Training & Development Guy's & St.Thomas' NHS Foundation Trust 2nd Floor, Education Centre, 75 York Road, London. SE1 7NY
UCLH NHS FT	Staff Development, Room B, Ground Floor East, 250 Euston Road, London NW1 2PG
King's College Hospital NHS FT	Department of Medical Engineering & Physics King's College Hospital Denmark Hill London SE5 9RS
GOSH	Great Ormond Street Hospital for Children NHS Foundation Trust Level 4, Russell Square House

	10-12 Russell Square, London WC1B 5EE
Maidstone & Tunbridge Wells NHS Trust	Hermitage Lane, Maidstone, Kent ME16 9QQ
Barking, Havering and Redbridge University Hospitals NHS Trust	Education, Training, Learning & Development Queen's Hospital Rom Valley Way Romford Essex RM7 0AG
Whittington Health NHS Trust	Magdala Ave, London N19 5NF
Lewisham and Greenwich NHS Trust	University Hospital Lewisham Lewisham High Street London SE13 6LH

Please note the following conditions apply to this Competition :

1. Contracting Authority – The Contracting Authority will be the organisation(s) listed in the Requirements summary above, depending on the employing Trust for the Learner.
2. Responses and Questions – All responses, bids and questions must ONLY be submitted via the Bravo Procurement Portal operated by Salisbury NHSFT.
3. Terms & Conditions – The successful bidder(s) will be awarded contracts under standard NHS Terms & Conditions (copy available on Bravo). Bidders' own terms or conditions will not be accepted by the Contracting Authority.
4. Award of Business – All offers on this Procurement are made in good faith and reasonable expectation, however the Contracting Authority retains the right to change indicated student numbers. The Contracting Authority retains the right to make a reduced, or no, award following the outcome of the Competition.
5. Payment for Apprenticeship Training is from the Apprenticeship Digital Account to the Provider. Salisbury NHSFT shall not be liable for any financial sums or values under any circumstances, and the Contracting Authority shall only be liable for additional student fees if agreed and included in the Commercial Schedule of the final contract.
6. Eligibility – Only Suppliers registered and approved on Salisbury NHSFT's Dynamic Purchasing System (OJEU Reference 2017/S 045-083446) shall be eligible to compete in this Competition. Suppliers may apply to join that DPS during this competition, but no time extensions shall be granted to do so.
7. Supplier Fee – There is no fee to join, or participate in further Competitions under the DPS. By submitting a bid, suppliers agree to pay Salisbury NHSFT the sum of 1% (one percent) of the value of all business they are awarded following a Competition, excluding VAT. Please note this fee CANNOT be included in training course costs, and CANNOT be deducted from the training value paid from the student Digital Account. The full value of training given in the supplier's bid MUST be the value they deliver to the student. Supplier fees will be invoiced quarterly by Salisbury NHSFT following information provided by the Contracting Authority.
8. All bid responses and required information must be provided by the Close Date indicated on the Bravo portal.

Timetable

The current timetable is as follows :

Further Competition available on Bravo	Tuesday 3 rd July 2018
Further Competition – last date for questions	Tuesday 17 th July 2018
Further Competition closes for responses	Monday 23rd July 2018 at 12:00
Shortlisted Providers Notified	17 th August 2018
Clarification Presentations / Meetings	12 th September 2018 – please hold this date in diaries
Successful provider(s) notified	w/c 17 th September 2018

Note – Shortlisted providers will be invited to a Clarification Meeting to be held at Seminar Room 2 Education, Training & Development, Guy's & St. Thomas' NHS Foundation Trust, 2nd Floor, Education Centre, 75 York Road, London, SE1 7NY. This meeting is not separately scored, but is to clarify answers already given to the Quality & Delivery response in order for Trusts to confirm their understanding.

DPS Scope

The Contracting Authority expressly reserves the right (i) not to award any contract as a result of the procurement process commenced by publication of this notice; and (ii) to make whatever changes it saw fit to the content and structure of the tendering competition; and in no circumstances will the Contracting Authority be liable for any costs incurred by the candidates.

The awarding of a place on the Dynamic Purchasing System does not mean that there is any guarantee of subsequent contracts being awarded. Any expenditure, work or effort undertaken prior to contract award is accordingly a matter solely for the commercial judgement of potential suppliers. Any orders placed under this DPS will form a separate contract under the scope of this Framework between the supplier and the specific requesting other contracting body. The Contracting Authority and other contracting bodies utilising the DPS shall only use electronic portals during the life of the agreement.

Any values that have been provided are only an estimate. We cannot guarantee to suppliers any business through this framework agreement.

The DPS has been established by Salisbury NHS Foundation Trust, for use by the following bodies (and any future successors to these organisations) and up to 10 other public bodies:

All **NHS Bodies** in the United Kingdom including Acute Trusts, Ambulance Trusts, Care Trusts, NHS Hospital Trusts, Foundation Trusts, Strategic Health Authorities, Mental Health Trusts, Special Health Authorities, Community Health Councils, Local Health Boards, Clinical Commissioning Groups (CCG), NHS Trusts including as listed and maintained on the following URLs:

<http://www.dh.gov.uk/health/category/arms-length-bodies>

<http://www.nhs.uk/servicedirectories/Pages/PrimaryCareTrustListing.aspx>

<http://www.general-practitioners-uk.co.uk>

<http://www.nhs.uk/servicedirectories/pages/nhstrustlisting.aspx>

All **Health Service Executive** listed hospitals in the Republic of Ireland as detailed on

<http://www.hse.ie/eng/services/list/3/acutehospitals/hospitals/>

Any **public body** who meet the criteria for lending described by the Public Works Loan Board at

<http://www.dmo.gov.uk/documentview.aspx?docname=pwlbircular158.pdf&page=>

Any **education body** wholly funded by central government or local authority, including Academies

Any **charity** registered with the Charity Commission who's funding arrangements require them to follow Public Contract Regulations

Any **United Kingdom central government body** directly funded by HM Treasury, or arms length bodies or agencies funded by sponsoring Departments of central government

Awards of further business can only be made following a mini-competition managed through the DPS. Terms and Conditions of that contract will be agreed locally with an awarding authority operating within the DPS via mini competition.

This DPS is valid for four years, ending 12:00 on 01 March 2021. Employers may enter into contracts which extend beyond the lifetime of the DPS.

Terms & Conditions

The individual Employer organisations will be responsible for issuing their standard Terms & Conditions as part of the mini competition documentation.

Access Charges

There is no charge for Providers to register for inclusion on the DPS, to access information, or to bid for business via the DPS.

Each Provider, on a successful award of a contract, will be invoiced a DPS delivery charge by Salisbury Commercial Services. This will be based on a percentage of contract value, and will be clearly advertised with each opportunity.

For Suppliers – How to Participate

Suppliers can request to join (or withdraw from) a DPS at any time during the advertised lifetime of the DPS.

All DPS activity is carried out electronically, including further competition and messaging.

Salisbury NHSFT uses the Bravo NHS Portal for all procurement requirements, including DPS.

Suppliers wishing to join this DPS should register on the Portal https://nhs.bravosolution.co.uk/nhs_collaborative/web/login.html and locate relevant project reference. Suppliers will then be asked to complete the online PQQ and submit. Salisbury NHSFT will then evaluate the PQQ and advise within 10 working days after an initial period of 30 days (or advise the supplier where this will be extended).

Suppliers successfully placed on the DPS will then be advised of further competitions via the Bravo portal.

It is therefore **essential** that suppliers maintain their contact details within their Bravo profile at all times, as Salisbury Commercial Services will not be responsible for suppliers not receiving competition calls due to incorrect or outdated profile information.

Further Information

For further information, email Simon Dennis at simon.dennis@nhs.net or visit the Bravo procurement portal (https://nhs.bravosolution.co.uk/nhs_collaborative/web/login.html)

Annex A – Selected Units

Audiology

Unit number	Selected units	Credit	Guided learning
87	Communicating with People with a Hearing Loss	1	7
85	Hearing Aid Services	2	10
55	Select and Wear Appropriate Personal Protective Equipment for Work in Healthcare Settings	2	15
41	Working within a Reception Service in Healthcare Science	2	13
47	Monitor and Maintain the Healthcare Science Environment Before, During and After Work Activities	3	20
45	Maintain Stocks of Resources, Equipment and Consumables for Scientific, Technical or Clinical Use	4	37
42	Administer Appointments in a Healthcare Environment	3	18
36	Introduction to Hearing Impairment	1	8
35	Understanding Hearing Impairment	3	24
33	Introduction to Disability Awareness	2	12
21	Introduction to Anatomy and Physiology	3	21
15	Cleaning, Decontamination and Waste Management	2	20

Cardiac Physiology

Unit number	Optional units	Credit	Guided learning
41	Working within a Reception Service in Healthcare Science	2	13

45	Maintain Stocks of Resources, Equipment and Consumables for Scientific, Technical or Clinical Use	4	37
72	Measuring Blood Pressure using an Automatic Machine *	1	8
73	Performing Routine Electrocardiography in Adults **	2	13
74	Performing Routine Electrocardiography in Children **	2	13
75	Setting up a Cardiac Monitor	1	9
76	Fitting a 24hr Ambulatory ECG Monitor	2	12
77	Fitting a 24hr Ambulatory Blood Pressure Monitor	2	12
78	Manual Blood Pressure Measurement *	2	11
42	Administer Appointments in a Healthcare Environment	3	18
24	Anatomy and Physiology: Cardiovascular, Lymphatic and Respiratory Systems	3	23
21	Introduction to Anatomy and Physiology	3	21
16	Managing Conflict in the Workplace when Dealing with Customers, Service Users or the Public	2	10

Clinical Engineering

Unit number	Selected units	Credit	Guided learning
55	Select and Wear Appropriate Personal Protective Equipment for Work in Healthcare Settings	2	15
41	Working within a Reception Service in Healthcare Science	2	13
47	Monitor and Maintain the Healthcare Science Environment Before, During and After Work Activities	3	20
45	Maintain Stocks of Resources, Equipment and Consumables for Scientific, Technical or Clinical Use	4	37
43	Communicating Information to Authorised Personnel under Supervision	3	18
38	Introduction to Clinical Engineering	2	12
21	Introduction to Anatomy and Physiology	3	21
16	Managing Conflict in the Workplace when Dealing with Customers, Service Users or the Public	2	10
103	Introduction to Working in Clinical Engineering	4	33
15	Cleaning, Decontamination and Waste Management	2	20

Decontamination / Sterile Services

Unit number	Optional units	Credit	Guided learning
6	Health and Disease	3	24
11	Causes of Disease and Maintaining Health	4	40
12	Causes and Spread of Infection	2	20
13	Introduction to Decontamination Science	3	20
14	Basic Workplace Procedures and Practice	8	65
96	Receiving, Cleaning and Disinfection of Reusable Medical Devices *	4	21
32	Maintaining Quality Standards in the Health sector	1	6
40	Principles of Risk Assessment in the Workplace	1	10
97	Inspection, Function Testing, Assembly and Packaging within a Controlled (Clean) Environment	3	19
98	Terminal Process (Sterilisation)	3	18
99	Receiving, Cleaning and Disinfection of Reusable Flexible Endoscopes *	3	21
100	Managing Product Release of Flexible Endoscopes *	2	11

Life Sciences / Pathology

Unit number	Optional units	Credit	Guided learning
55	Select and Wear Appropriate Personal Protective Equipment for Work in Healthcare Settings	2	15
41	Working within a Reception Service in Healthcare Science	2	13
44	Accessing, Registering and Inputting Batch/Sample Data in a LIMS under Supervision	6	34
47	Monitor and Maintain the Healthcare Science Environment Before, During and After Work Activities	3	20
51	Introduction to Laboratory Practice	2	13
45	Maintain Stocks of Resources, Equipment and Consumables for Scientific, Technical or Clinical Use	4	37
43	Communicating Information to Authorised Personnel under Supervision	3	18
64	Receiving, Sorting, Transporting and Storing Laboratory Specimens/Samples under Supervision	9	51

65	Carry out Simple Scientific or Technical Tests using Automated/Semi-Automated Equipment	10	70
68	Assisting with the Preparation of Specimens/Samples for Laboratory Investigations	2	11
33	Introduction to Disability Awareness	2	12
21	Introduction to Anatomy and Physiology	3	21
16	Managing Conflict in the Workplace when Dealing with Customers, Service Users or the Public	2	10
15	Cleaning, Decontamination and Waste Management	2	20

Radiotherapy Engineering

Unit number	Optional units	Credit	Guided learning
112	Contribute to Effective Multidisciplinary Team Working	3	20
56	Introduction to Working in Radiation Safety/Protection	3	18
55	Select and Wear Appropriate Personal Protective Equipment for Work in Healthcare Settings	2	15
41	Working within a Reception Service in Healthcare Science	2	13
47	Monitor and Maintain the Healthcare Science Environment Before, During and After Work Activities	3	20
45	Maintain Stocks of Resources, Equipment and Consumables for Scientific, Technical or Clinical Use	4	37
43	Communicating Information to Authorised Personnel under Supervision	3	18
21	Introduction to Anatomy and Physiology	3	21
16	Managing Conflict in the Workplace when Dealing with Customers, Service Users or the Public	2	10
95	Introduction to Working in the Mould Room *	1	9
15	Cleaning, Decontamination and Waste Management	2	20

Rehabilitation Engineering

Unit number	Optional units	Credit	Guided learning
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25	Anatomy and Physiology: The Skeletal System	2	12
55	Select and Wear Appropriate Personal Protective Equipment for Work in Healthcare Settings	2	15
41	Working within a Reception Service in Healthcare Science	2	13
47	Monitor and Maintain the Healthcare Science Environment Before, During and After Work Activities	3	20
45	Maintain Stocks of Resources, Equipment and Consumables for Scientific, Technical or Clinical Use	4	37
43	Communicating Information to Authorised Personnel under Supervision	3	18
42	Administer Appointments in a Healthcare Environment	3	18
33	Introduction to Disability Awareness	2	12
21	Introduction to Anatomy and Physiology	3	21
16	Managing Conflict in the Workplace when Dealing with Customers, Service Users or the Public	2	10

Respiratory

Unit number	Optional units	Credit	Guided learning
82	Interpreting and Reporting Spirometry Results	1	8
81	Performing Spirometry in Children	3	19
80	Performing Spot Oxygen Measurements	2	11
41	Working within a Reception Service in Healthcare Science	2	13
79	Performing Spirometry in Adults	4	22
45	Maintain Stocks of Resources, Equipment and Consumables for Scientific, Technical or Clinical Use	4	37
42	Administer Appointments in a Healthcare Environment	3	18
24	Anatomy and Physiology: Cardiovascular, Lymphatic and Respiratory Systems	3	23
21	Introduction to Anatomy and Physiology	3	21
16	Managing Conflict in the Workplace when Dealing with Customers, Service Users or the Public	2	10

Medical Equipment Management in Clinical Areas

Unit number	Selected units	Credit	Guided learning
112	Contribute to Effective Multidisciplinary Team Working	3	20
102	Maintenance and Calibration of Theatre Equipment	1	9
96	Receiving, Cleaning and Disinfection of Reusable Medical Devices *	4	21
56	Introduction to Working in Radiation Safety/Protection	3	18
55	Select and Wear Appropriate Personal Protective Equipment for Work in Healthcare Settings	2	15
47	Monitor and Maintain the Healthcare Science Environment Before, During and After Work Activities	3	20
45	Maintain Stocks of Resources, Equipment and Consumables for Scientific, Technical or Clinical Use	4	37
43	Communicating Information to Authorised Personnel under Supervision	3	18
38	Introduction to Clinical Engineering	2	12
21	Introduction to Anatomy and Physiology	3	21
16	Managing Conflict in the Workplace when Dealing with Customers, Service Users or the Public	2	10
15	Cleaning, Decontamination and Waste Management	2	20