

Change Control Notice

CCN Number: 20210505-01

Title of Change	Project EnED
Service Line	Direct award agreement between RCEM and HEE
Operations Lead	
CM originator	

Change Control Notice (CCN) to the following agreement:

Agreement name		Date of Agreement
Provision of a range of education and training services relating to Emergency Medicine, Clinical Education, Leadership and Continuing Professional Development		14 th December 2020
Date Change Requested	Date CCN Raised	Expiry date of CCN
05 May 2021	05 May 2021	31 January 2022

Contact Information for the proposed change

Originator	Other Party
Name: Authority: Health Education England Telephone: Email:	Name: Supplier: Royal College of Emergency Medicine (RCEM) Telephone: Email:

Clauses and Schedules affected

Clause 3, Schedule 5 and clause 1, Schedule 6

CCN No.	Name of Agreement	Date of Agreement
N/A		

Reason for change

Further to clause 3, Schedule 5 HEE wishes to extend Project EnED into a phase 2 running from 01 April 2021 – 31 January 2022.

Description of Change

Further to Clause 3, Schedule 5, HEE wishes to include within the contract, the following work packages as part of Project EnED. For Project EnED, RCEM will provide Clinical Lead support and a trainee representative from the RCEM EMTA to complete a 10 month research project to learn from the Covid 19 crisis and support system resilience for future peaks in emergency department service demand.

1. Work package 3 (WP3) – professional bodies

Activities:

A3 – stakeholder professional groups will be invited to contribute to the project. They will be invited to choose their own method(s) to contribute, but is likely to be any or all of:

A3.1 single written commentary,

A3.2 short semi-structured interviews (under-pinned by informed consent),

A3.3 submission of guidance or relevant publications,

A3.4 submission of existing (public domain) data.

Submissions will be sought that focus on the aims of the project, using the EOR framework.

Outputs:

O3 - Reports relating to this work package:

O3.1 Verbal reports to (usually weekly) team meetings – to identify short-term advice.

O3.2 Written summary of thematic / narrative analysis to inform development of a national survey and timing of other work packages. Summary of data received.

2. Participation of the Clinical Lead in the Project EnED Advisory Group, meeting every 2 months to provide steer and multi-professional representation and steer to the direction of the project.
3. Provision of an EM trainee representative from the RCEM EMTA to sit on the Advisory Group.

Project EnED phase 2 costs are within Clause 1 of Schedule 6 as follows:

Clinical Lead support:	<ul style="list-style-type: none">Work with project managers to lead and undertake the work related to WP3. Report verbally on WP3 to identify short term advice. Work with team during narrative phase. Attend the weekly meetings related to all work packages and provide advice and support to the whole project. Read and comment on all written outputs of the project. Contribute through commentary on work packages 1, 2 and 4. Attend the Advisory Group as a representative of medical workforce.	
EMTA Trainee Representative	Attendance, preparation for and active participation in project Advisory Group meetings.	

Costs for the EnED phase 2 project (running April 2021 – 31 January 2022)	£12,680
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Changes to contract charges and revised payment schedules

None. An invoice will be raised for the EnED project costs being a total of £12,680, as outlined above.

Price to implement change

Impact of change on other agreement provisions

Timetable for implementation

Acceptance

Signed for and on behalf of:
Health Education England

Signed: [Redacted]

Print Name: [Redacted]

Title: National Programme Lead

Date: 12/5/21

Signed for and on behalf of:

Signed: [Redacted]

Print name: [Redacted]

Title: CEO

Date: