

**RFI0049**

**REQUEST FOR INFORMATION**

**DELIVERY AND ACCREDITATION OF THE ASSISTANT PRACTITIONER FOUNDATION DEGREE AND END POINT ASSESSMENT TO THE ROYAL NAVY MEDICAL BRANCH**

**RFI Title:** **RFI0049** **Delivery and accreditation of the Assistant Practitioner Foundation Degree and End Point Assessment to the Royal Navy Medical Branch**

**Issue Date: 21/10/2024**

**Reference:** RFI0049

**Version:** 2.0

Contents

[1. Introduction 3](#_Toc72400948)

[2. Background 3](#_Toc72400949)

[3. RFI intended outcomes](#_Toc72400950) 4

[4. RFI Procedure](#_Toc72400952) 4

[5. How to submit responses to this RFI 4](#_Toc72400953)

[6. Confidentiality & Proprietary Information](#_Toc72400954) 5

[7. Costs of preparing your RFI response](#_Toc72400955) 5

[8. Contact 5](#_Toc72400957)

[9. Annex A 6](#_Toc72400958)

# Introduction

This RFI is not a bidding opportunity but a means by which industry can provide information. In accordance with the principles of the Defence and Security Industrial Strategy (DSIS) the Royal Navy is committed to developing an ever more productive and strategic relationship with defence and security industries, capitalising on your skills as part of our support for increased transparency and inclusivity. Any future procurement activity would be conducted in accordance with the relevant Procurement legislation in place at that point in time. A decision by any prospective provider not to submit a response to this RFI will not prejudice future engagements.

**Please note:**

**This RFI is an information gathering exercise, no further discussions with industry are planned at this stage. In the event of any future procurement activity, it would be advertised in line with public procurement regulations on the Defence Sourcing Portal and Contracts Finder.**

1. Background

The Royal Navy (RN) is seeking information regarding a hybrid delivery model for the delivery and accreditation of the Assistant Practitioner Foundation Degree and End Point Assessment as part of the L5 Assistant Practitioner (Health) Apprenticeship Standard – ST0215.

The Royal Navy (RN) Apprenticeship Team are seeking to explore options in regard to a delivery solution to fully implement the L5 Assistant Practitioner (Health) - ST0215. The RN wish to explore feasibility of a hybrid delivery model between a training provider and the RN Apprenticeship Team in order to deliver and award the apprenticeship embedded Foundation Degree, and End Point Assessment (EPA) to the RN Medical branch.

The L5 Assistant Practitioner (Health) - ST0215 apprenticeship requires the completion and award of the Assistant Practitioner Foundation Degree. 50% of this qualification is already delivered by the RN through the Foundation Medic course and subsequent ongoing training within medical units. The remaining 50% of the degree requires to be delivered by an external training provider, who can approve/endorse the RN training delivery element and award the qualification upon completion.

The RN would be responsible for the delivery of the apprenticeship with the training provider responsible for accrediting 50% RN training carried out through RN delivery, delivery for the outstanding foundation degree elements, awarding the foundation degree and conducting EPA.

In order to comply with government funding rules, EPAs must be conducted by an independent assessor working on behalf of an End Point Assessment Organisation (EPAO) who is registered on the Apprenticeship Provider and Assessment Register (APAR), hold degree awarding powers and can facilitate End Point Assessment of the apprenticeship. The Royal Navy (RN) undertakes apprenticeships at all levels and are required to have a signed agreement with an EPAO in order to assess our Apprentices.

Due to security and operational commitments, and EPAO would be required to use RN personnel to undertake the Observation of Practice assessment element of the EPA on behalf of the EPAO. These personnel would be briefed on what evidence to gather but would not be trained assessors, with final responsibility of awarding a grade falling to the independent assessor supplied by the EPAO.

The RN Medical branch will be signed up to the L5 Assistant Practitioner (Health) Standard (ST0215) by the RN Apprenticeship Management Team and complete any required Functional Skills (FS). Training takes place in the Defence Medical School (Joint Medical Command Defence Tamworth Road, Whittington Barracks WS14 9PY) over 31 weeks where the majority of the Knowledge, Skills and Behaviours (KSBs) of the apprenticeship standard are delivered. There is an opportunity for the training provider to deliver elements of training to a cohort of approx. 10-16 learners for a 2-week period at this time. It should be noted that the cohort will cease to be together after this point (week 33) and individual learners drafted to various ongoing assignments. The remainder of the apprenticeship is completed in the sailor’s first assignment. On completion of their work-place journals (portfolio of evidence) and FS apprentices are deemed competent and at Gateway, and therefore ready to complete EPA. Currently, competency is confirmed by means of ongoing assessment by their line manager/training co-ordinator.

It is estimated that there will be a requirement to train 5 cohorts of up to 16 learners per year (max 80 per annum).

1. RFI intended outcomes

This RFI aims to achieve 3 outcomes:

1. The primary objective of this RFI is to gather suggestions from the market on how the L5 Assistant Practitioner Foundation Degree and End Point Assessment can be delivered efficiently under a bespoke model that fits the unique learning pathway of Royal Navy apprentices.
2. To better understand the opportunities and constraints that may apply to the Authority’s requirement.
3. Enable the Authority to develop a procurement strategy that will deliver best value for money for Defence.
4. RFI Procedure

Responses to this RFI will be reviewed by subject matter experts from different functional areas within Navy Command Headquarters.

If upon review of your submission any clarifications or additional information is required, you will be contacted using the details provided in your RFI response.

Any details provided in response to this RFI will be used for information purposes only and will not be used to determine the potential Suppliers who will be invited to bid, should the Authority proceed to tender.

The results and analysis of this RFI shall not constitute any form of pre-qualification exercise.

Any formal procurement process will be undertaken in accordance with the relevant Procurement Law.

Nothing in this RFI, or any other engagements with Industry prior to a formal procurement process, shall be construed as a representation as to the Authority’s ultimate decision in relation to the future requirement.

1. How to submit responses to this RFI

Respondents should provide responses in accordance with the format provided in **Annex A** quoting the RFI reference on all documentation and emails**.**

Please do not submit additional documents such as company overviews, the purpose of the RFI is to collect information related to the technical solution, any additional documents will not be included in the review process.

Any responses received after the deadline will be passed to the subject matter experts for information, however they may not be included in the RFI review meetings which are to be held immediately following the deadline.

Once completed, please return electronically to the e-mail address(es) shown below in **section 8,** no later than 12:00 20th November 2024.

Responses will be acknowledged electronically by return e-mail.

1. Confidentiality & Proprietary Information

No information included in your response, or in discussions connected to it, will be disclosed to any other third party.

Proprietary information, where included, should be kept to minimum and must be clearly marked.

**For the purposes of this RFI, any documentation submitted should not exceed OFFICIAL classification level.**

1. Costs of preparing your RFI response

Any costs relating to the preparation and submission of a response to this RFI are the sole responsibility of the respondent.

1. Contact

Quoting the RFI reference, please submit

1. any requests for clarification
2. all responses to this RFI and
3. any questions regarding Classification of document(s) intended for submission to:

NAVYCOMRCL-RFI@mod.gov.uk

1. Annex A

**RFI0046 DELIVERY AND ACCREDITATION OF THE ASSISTANT PRACTITIONER FOUNDATION DEGREE AND END POINT ASSESSMENT TO THE ROYAL NAVY MEDICAL BRANCH**

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| --- | --- |
| **Question** | **Answer** |
| Company Name |   |
| Company Address |   |
| Is the company a Small - Medium Enterprise (satisfies two or more of the following requirements: not more than 250 employees, a turnover of less than £36 million or a balance sheet of less than £18 million)? |  |
|    |
| Name of Company representative completing the RFI |   |
| Contact details (e-mail and telephone number) |   |
| Company web site address |   |
|    |
| Main services/line of business |   |
| Main market sector |   |
| Number of years in this market sector |   |
| Is your organisation currently on the apprenticeship providers and assessment register (APAR) as an end-point assessment organisation for theLevel 5: Assistant Practitioner (Health) (ST0215)? If not, is this something your organisation is currently looking to achieve? |  |
| **QUESTIONS**  |
|  |
| 1. Could your organisation deliver and award the Assistant Practitioner Foundation Degree, as part of the L5 Practitioner apprenticeship Standard (ST0215), using evidence already generated and delivered by the Royal Navy, via the Royal Navy Foundation Medic CourseIf Yes: 1. How long would it take to map the RN delivered elements to the existing qualification.

If no:1. Have you any alternative solutions to deliver this training.
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|  |
| 2. Could your organization deliver any residual training elements not covered in the previous question, to learners as a group (remotely and face to face) and remotely to individual learners. If Yes: 1. How long would it take to map and design a training model for the delivery of the non-RN delivered elements at the Defence Medical School.

If no:1. Have you any alternative solutions to deliver this residual training.
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| 3. Could your organisation deliver End Point Assessment (EPA) to up to 80 RN learners worldwide, per annum, without the ability to access military establishments by Independent End Point Assessors from you organization? If Yes: 1. What is the minimum training you would require from any other assessors to gather this evidence?
2. How often would this training be required, if at all?
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| 4. In regard to the requirement information provided in Para 2. (Background), in your experience of this sector what are the key considerations/constraints/opportunities that the Authority should take into account if conducting any future procurement activity for this requirement? |
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| 5. Using the above information regarding the approximate amount of Apprentices and training estimated, please provide a ROM cost for your proposed solution year annum. |
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