

General Q&A Session

01/07/2021

Do you know whether there is a dedicated day of the week to work on the diploma or whether we have to integrate it?

General question asked by   **Louisa W.** | 14 replies



Clare R.

Programme Officer, NHS Leadership Academy
01/07/2021

Hi Louisa, lovely to meet you! What specialism are you on?



Louisa W.

01/07/2021

I am on GM :)



Katrina W.

01/07/2021

Would love to hear the answer to this for someone on Health Informatics with the MSc too please!



Kamini H.

01/07/2021

Hi Katrina, I'm HI too, where are you based? Also, I have the same question.



Clare R.

Programme Officer, NHS Leadership Academy
01/07/2021

Thanks Louisa, you will get dedicated 'study days' to attend the EGA residential workshops which last 3 consecutive days. For GM trainees, there are 3 residential in total over 2 years. For other trainees on all other specialisms, there will be 1 residential during your first year. Other EGA work should be completed outside of your placements and will not have specific study leave (as the assignments are spread over months) however you are welcome to discuss study leave with your placement if you feel you do need this closer to the time.



Clare R.

Programme Officer, NHS Leadership Academy
01/07/2021

Katrina - hope the above helps too, let me know if you have other queries! I would say it's beneficial to join your specialism specific path motion too if you can (details all in the Grad Mail) as you will be able to ask your tutors directly.



Louisa W.

01/07/2021

Thanks Clare

Eva G.

01/07/2021



Hi Katrina and Kamini, I am HI too :) Based in Norwich. I'm also wondering how we will integrate study time with work.



Kamini H.

01/07/2021

Hi Eva, I've got a WhatsApp group for HI: chat.whatsapp.com/I5rnfUclqWI8qf7ihDnJkF



Kamini H.

01/07/2021

Also feel free to add me on LinkedIn: Kamini Hari



Eva G.

01/07/2021

Brilliant, thanks Kamini!



Anna M.

01/07/2021

Hi Eva, Katrina and Kamini, I'm also HI :) Mind if I join the whatsapp too?



Awani A.

01/07/2021

Hi Eva, Katrina, Kamini and Anna, I'm also HI. Could I please join the group as well? :)



Kamini H.

01/07/2021

Hi Awani! Feel free to use the link!

Do I need to use my personal email to connect with placement managers?

I got an email about contracting to my program and placements managers

General question asked by 🙋📧 Wenxin W. | 13 replies



Ben R.

01/07/2021

Do you have any information on whether we will be working in person/remotely/in a combination of both when we start the scheme in September? I assume it will depend on our placements and the government's Covid rules at the time?



Clare R.

Programme Officer, NHS Leadership Academy

01/07/2021

Hi Wenxin, either is fine! I would recommend your NHS email if you are keen to keep everything in one place, however there is nothing stopping you emailing from your own personal email address if you would like to get in touch earlier!

Wenxin W.



01/07/2021

Ok thank you clare!



Ben R.

01/07/2021

Apologies, didn't mean to post my question here!



Clare R.

Programme Officer, NHS Leadership Academy

01/07/2021

Hi Ben, this will be decided locally by your placement and they will be able to let you now how they have been working. It will also be based on government guidelines, but your placement will be able to give more relevant information.



Clare R.

Programme Officer, NHS Leadership Academy

01/07/2021

No problem Ben!



Clare R.

Programme Officer, NHS Leadership Academy

01/07/2021

I would say too, if you have any worries about being face to face or about remote working, to discuss these with your placement manager before you get started to discuss how you would like this to work.



Lauren P.

01/07/2021

Earlier we were told not to contact our placements - presumably that's changed now everything is in place. Is there a particular way to go about it? (ie do we contact our managers or the company as a whole?)



Eleanor W.

01/07/2021

Should we have received the contact details for our placement managers? I don't believe I have yet. Thanks



Ben R.

01/07/2021

Thanks Clare, that's all helpful :)



Clare R.

Programme Officer, NHS Leadership Academy

01/07/2021

Hi Lauren - yes, you are able to contact your placements if you have this information from us. When we send through this information, you will be given a programme manager and a placement manager, and these are the people you will need to contact.



Lauren P.

01/07/2021

That's great thank you!

Clare R.

Programme Officer, NHS Leadership Academy



01/07/2021

Some people won't have received this yet - please don't worry if you haven't! Some regions are working to different timescales and this information will be with you shortly. Please don't contact your organisation until you have this information from us confirmed.



What will the first week on the scheme generally look like?

General question asked by **Natalie S.** | 7 replies

**Mohammed S.**

Project Coordinator, NHS

01/07/2021

Hi Natalie, your first month in the scheme will be to do with orientation, so your first week on the scheme will have something to do with that aspect. Generally its an introduction, to cover various bases. E.g. to support thinking how patients experience NHS, planned education dates, etc.

**Natalie S.**

01/07/2021

Hi Mohammed, that's great thank you! Is there anything I/we can do in advance of this to help prepare at all?

**Natalie S.**

01/07/2021

I can ask this in a separate question if need be

**Clare R.**

Programme Officer, NHS Leadership Academy

01/07/2021

Hi Natalie - I would say research your organisation as best you can, but don't worry too much about pre-work (unless your organisation has asked you to prepare anything) as you will have everything you need given to you when you start. On orientation, it's a great time to ask questions you have too.

**Natalie S.**

01/07/2021

Great, thanks Clare!

**Isobel M.**

01/07/2021

Hi Clare, Will these introductory events take place virtually and/or a physical locations?

**Mohammed S.**

Project Coordinator, NHS

01/07/2021

Hi Isobel, this varies on your placement.



Is there a typical routine day-to-day?

[Life at the Company](#) question asked by **Cerys P.** | 4 replies



Oscar G.

GMTS Programme Coordinator, NHS

01/07/2021

Hi Cerys, it's hard to say due to all the varying elements of the scheme. What becomes normal in your first placement may be very different to a normal day in our your second placement.



Cerys P.

01/07/2021

Hi Oscar, thank you for answering my question. In general, would it be more office- based or on the hospital floors? and would the job be project based mostly?



Clare R.

Programme Officer, NHS Leadership Academy

01/07/2021

Hi Cerys, this is really dependent on your placement and your organisation, as well as the team you are placed in. I would encourage you to ask this to your placement manager once you have these details confirmed as every role is different.



Cerys P.

01/07/2021

Okay thank you Clare



What is the process of obtaining a flexi placement?

Will we be given a list of potential companies? Do we have to source them ourselves?
Will we have to apply/interview for companies of our choice?

[General](#) question asked by **Rob J.** | 11 replies



Wenxin W.

01/07/2021

Interested in this topic as well



Katie R.

01/07/2021

Hi, I also have a question relating to this - when should we begin arranging the flexi placement?



Anna B.

01/07/2021

And can you explain what a flexi-placement is e.g. what types of roles we can get?



Kealan J.

01/07/2021

Great questions! I'd also love to know what sort of experiences we can search or guidelines the flexi-placement must adhere to



Mohammed S.

Project Coordinator, NHS
01/07/2021

Hi all to answer some of your questions:

- 1) The flexi-placement is an 8 week placement that provides an opportunity for each trainee to gain experience in an organisation other than the planned NHS placements. This is a trainee led experience and the placements can be internal or external to the NHS.
- 2) There will be a timeline sent to trainees on arranging flexi placement.
- 3) The process of obtaining a flexi placement is researching the placements you'd like a flexi placement in, and completing a draft proposal on GENI and being sent to your programme manager



Mohammed S.

Project Coordinator, NHS
01/07/2021

- 3 Continued) There is a formal process of approval once you submit your proposal.



Rob J.

01/07/2021

So are there criteria for what can be a flexi placement i.e. past placements or can it be anything as long as its related to our specialism?



Wenxin W.

01/07/2021

Is there any interviews for applying flexi?



Clare R.

Programme Officer, NHS Leadership Academy
01/07/2021

Hi Rob - this is quite flexible - it must be in England and related to your specialism but there are no set guidelines really as it depends on what you are interested in! Some trainees stay in the NHS and work on projects, some choose to look outside of the NHS!



Clare R.

Programme Officer, NHS Leadership Academy
01/07/2021

Hi Wenxin - this depends on the company you're applying to. Some will want to interview you, some will ask for a written application.



Wenxin W.

01/07/2021

Thank you so much, Clare!

How often do we have classes/lectures for our leadership qualification (General management, Elizabeth Anderson one)?

How often will we get to meet the other grads?

[Life at the Company](#) question asked by   Anna B. | 10 replies



Wenxin W.

01/07/2021

I have similar question on this, I am in finance specialism, so is CIPFA course gonna mix the leadership lectures together? Like I have to do them both in same period?



Eleanor B.

01/07/2021

Anna

Also wondering how often we will get to meet the other grads! I'm on the General Management Scheme as well



Oscar G.

GMTS Programme Coordinator, NHS

01/07/2021

Hi Anna, when you do your residential you would be placed in IAG groups with a tutor and these sessions will then be agreed within the groups.



Anna B.

01/07/2021

Hi Oscar, How long is the residential?



Oscar G.

GMTS Programme Coordinator, NHS

01/07/2021

Hi Wenxin, for anyone else with any other specialism beyond GM you would be completing the first 3 EGA modules along side your peers on the GM specialism. This would start with the 3 day residential in the first year and then you would have the IAG groups for ongoing learning. this would sit alongside your specialist education.



Oscar G.

GMTS Programme Coordinator, NHS

01/07/2021

Anna, residentials are for 3days. Everyone has one in the first year and GM trainees will have 2 more in the second year.



Amy W.

01/07/2021

Why is it that GM trainees have more residentials?



Oscar G.

GMTS Programme Coordinator, NHS

01/07/2021

Eleanor, you will have regular IAG meetings which will be set up by your tutor but there will also be experiential session run in house and separate from EGA as well as ALS.



Oscar G.

GMTS Programme Coordinator, NHS

01/07/2021

Amy, the additional residentials are because GM trainees move into e second year to complete the PG Dip while non GM trainees only complete a PG cert.

**Amy W.**

01/07/2021

Thanks!

I was just wondering what the situation will be in september in terms of working at home or from the office?

General question asked by **Joe D.** | 8 replies

**Ben R.**

01/07/2021

I am interested in finding out more about this as well

**Eleanor B.**

01/07/2021

Hi, me too please. Will this vary depending on location and placement?

**Vania J.**

01/07/2021

Hi. I would like to know that as well, as I am relocating

**Louisa W.**

01/07/2021

Just copied this response from another thread "Hi Ben, this will be decided locally by your placement and they will be able to let you now how they have been working. It will also be based on government guidelines, but your placement will be able to give more relevant information."

**Louisa W.**

01/07/2021

So looks like it will be varied dependant on where we are

**Joe D.**

01/07/2021

Thank you!

**Clare R.**

Programme Officer, NHS Leadership Academy

01/07/2021

Hello all, that's correct - this is entirely placement dependent. Some places are back face to face now, some teams are still working from home :)

**Joe D.**

01/07/2021

Thank you!

My first placement is in Northumbria Healthcare NHS Trust in Clinical Support. Where is this based?

General question asked by  **Eleanor W.** | 2 replies



Katherine B.

Manager, NHS

01/07/2021

Hi Eleanor - you should start receiving information from your Local Academy Team about your placement. This will include contact details for your Placement manager - who you will be able to contact and find out more about your role and where you will be based.



Eleanor W.

01/07/2021

Great thank you.



Will we need a laptop for work, and if so does the NHS provide any laptops / funding for this?

General question asked by **India B.** | 7 replies



Natalie T.

Programme Coordinator, NHS

01/07/2021

Hi India, your IT equipment will be supplied by your placements.



Wenxin W.

01/07/2021

Oh, similar question about this. If we work from home, is there any funding from NHS gonna support this?



India B.

01/07/2021

Thanks Natalie !



Natalie T.

Programme Coordinator, NHS

01/07/2021

Hi Wenxin, can you give a little more information on what support you mean?



Wenxin W.

01/07/2021

Like the work table or chairs funding if we have to work from home

**Natalie T.**Programme Coordinator, NHS
01/07/2021

Hi Wenxin, we would only provide this if recommended as part of an occupational Health referral.

**Wenxin W.**

01/07/2021

I see, thank you Natalie!

Do we count as students due to the diploma?

Just wondering about student discounts and travel cards around London!

[General](#) question asked by Lily J. | 11 replies

**Laura R.**Programme Administrator, NHS
01/07/2021

Hi Lily, with your university yes you would be classed as a student, also with regards to discounts yes you would have and as NHS you would be eligible for NHS discounts in places also.

**Lily J.**

01/07/2021

That's great thank you! On GM I think my universities are split between Manchester and Birmingham, do you know when I'll find out which one I will be based with and how often we need to attend face-to-face?

**Laura R.**Programme Administrator, NHS
01/07/2021

The course is co-designed by the two but not specific to one or the other teaching, we are following Government guidelines regarding face to face teaching so we cannot advise until these change.

**Lily J.**

01/07/2021

Thank you sorry one more question, does our student status mean we are exempt from council tax?

**Clare R.**Programme Officer, NHS Leadership Academy
01/07/2021

Hi Lily, unfortunately it doesn't.

**Lily J.**

01/07/2021

Okay thank you, was worth a try! Do you know when we will find out how much London weighting is added to our base salary?

Natalie T.

Programme Coordinator, NHS



01/07/2021

Hi Lily, the breakdown of the HCLA is below:
Inner 20%

Outer 15%
Fringe 5%

**Lily J.**

01/07/2021

Thank you so much :)

**Kamini H.**

01/07/2021

Hi Natalie, Are graduates typically paid the base HCLA i.e. 4326 GBP for Inner London?

**Natalie T.**

Programme Coordinator, NHS

01/07/2021

Hi Kamini, I would post this question with your Local Academy as they have more information around this as they secure your placements alongside our recruitment team

**Kamini H.**

01/07/2021

Alright, Thank you, Natalie!

What shall we expect from the first day?

[Life at the Company](#) question asked by **Fatima A.** | 12 replies

**Natalie T.**

Programme Coordinator, NHS

01/07/2021

Hi Fatima, your first official day on the scheme will be your welcome event which will run from the 6th - 7th September, this will involve lots of information, meeting people and gaining a better understanding of the scheme. Your first day in your placement will need to be discussed with your manager on your placement visit.

**Fatima A.**

01/07/2021

Ok thank you!

**Ed K.**

01/07/2021

Hello, has it been decided yet whether the welcome event on the Monday and Tuesday will be remote or in person?

**Natalie T.**

Programme Coordinator, NHS

01/07/2021

Hi Ed, this will be held virtually

**Ed K.**

01/07/2021

Thank you

**Louisa W.**

01/07/2021

I haven't heard about a placement visit. Is this something that I should contact my manager about?

**Vania J.**

01/07/2021

Hi Natalie, I am moving to Exeter. That means I can delay moving until the 9th of September if this is held virtually ?

**Clare R.**

Programme Officer, NHS Leadership Academy

01/07/2021

Hi Vania, you would need to be in placement on the 09 September so as long as you were moving around your working hours, this would be fine!

**Clare R.**

Programme Officer, NHS Leadership Academy

01/07/2021

Hi Louisa, yes - once you have received details for your placement manager, you can organise a placement visit (this may be face to face or virtually, depending on your placement and how they are working).

**Lily J.**

01/07/2021

Hiya, I've received my placement manager and line manager's names but no further information, does this mean I should or should not contact them at this point? Thank you

**Clare R.**

Programme Officer, NHS Leadership Academy

01/07/2021

Hi Lily, if you only have names so far, reach out to your local academy and they will be able to give you their contact details (or let you know why they can't offer these at the moment).

**Lily J.**

01/07/2021

That's great thank you

Should I have already received an @nhs office email address? It's a required field in the New Employee Starter Form

Also should I have already received an Employee Payroll number? It's a required field in the Standards of Business Conduct Declaration Form, I've been asked to fill out.

Thanks!

General question asked by  **MILAN S.** | 3 replies



Katherine B.
Manager, NHS
01/07/2021

Hi Milan, Your emails will be created in the next few weeks as we progress through onboarding. This comes a little later in the process - so look out for email updates from us..



MILAN S.
01/07/2021

Great thanks, does the same apply to Payroll numbers?



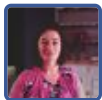
Katherine B.
Manager, NHS
01/07/2021

Yes - these are issued once your start to be enrolled on our Employee systems. You will receive log ins for these.




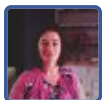
What technical/hard skills will I learn while I'm on the general management scheme?

General question asked by **Srenivash J.** | 6 replies



Katherine B.
Manager, NHS
01/07/2021

Hi Srenivash - the General Management Scheme follows the Elizabeth Garrett Anderson Programme - more information can be found here: www.leadershipacademy.nhs.uk/elizabeth-g... 



Katherine B.
Manager, NHS
01/07/2021

Were you interested in anything in particular?



Srenivash J.
01/07/2021

Thank you !

I was wondering if I would be able to start learning some of the more technical skills before I start my placement.



Srenivash J.
01/07/2021

Or what kind things I should read up before I start my first placement?



Oscar G.
GMTS Programme Coordinator, NHS
01/07/2021

Hi, My recommendation is to get in touch with your programme and placement manager who will be able to advise on any materials that maybe beneficial for you'll be undertaking on their particular placement.



Katherine B.

Manager, NHS

01/07/2021

It's great to hear that you are so keen to start. You may find it helpful to look at Kolb's writings on Experiential Learning as this is a new area of knowledge for a lot of trainees..

I'm just wondering, what is the process involved to apply for course?

I have just seen the message off Katherine? :)

General question asked by **Annie R.** | 19 replies



Eva G.

01/07/2021

Hi, I'm also wondering about this. Is it just a formality at this stage? Or is there a chance that the application could be rejected by UCL based on personal statement, etc?



Katherine B.

Manager, NHS

01/07/2021

Hi - you should have received full details to enrol for your academic course. Your application is pre approved so the University is looking out for your application. It's great to let them have a bit more information about you - as you will be a fully enrolled as a student at UCL, and you may wish to engage with their academic and support services.



Katherine B.

Manager, NHS

01/07/2021

Do make your application on the link provided as soon as you can - and email your application number to us at graduateenquiries@leadershipacademy.nhs.uk



Katherine B.

Manager, NHS

01/07/2021

Please don't make any payments for application fees - these costs are all covered by the Scheme.



Hannah T.

01/07/2021

Hi, just picking up on this - I haven't received a link to enrol for my academic course yet, is this normal?!



Sophie H.

01/07/2021

Hi Katherine, I haven't received this either, who should I contact? I haven't yet received my contract.

Annie R.

01/07/2021



Thank you, I haven't received a link either



Katherine B.

Manager, NHS
01/07/2021

Hi - Are you both on the Health Informatics or Health Analysis Specialism? If so you should have had an email from us. Please check your junk folders, just in case, and other wise email us on graduateenquiries@leadershipacademy.nhs.uk and we will ensure this information is sent out to you.



Millie C.

01/07/2021

Is this the case for every specialism?



Annie R.

01/07/2021

Thank you very much, I am on the HR Specialism



Sophie H.

01/07/2021

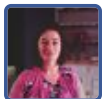
Hi Katherine, I am on the HR Specialism.



Hannah T.

01/07/2021

Hi, I'm on GM so not sure if that makes a difference?



Katherine B.

Manager, NHS
01/07/2021

There are different providers for each Specialism and there will be a slightly different approach from the University providers. De Montfort should be in touch with you for HR - but come back to us if you have not heard in the next week or so.



Hannah T.

01/07/2021

Only just noticed you were talking specifically about UCL - sorry!!



Sophie H.

01/07/2021

Thanks Katherine! :)



Annie R.

01/07/2021

Thank you Katherine :)



Katherine B.

Manager, NHS
01/07/2021

GM training is the Elizabeth Garratt Anderson Award and is provided by the Academy, in conjunction with the Universities of Birmingham and Manchester. Applications for this have yet to open - but we will be in touch with you when you can start to apply.



Millie C.

01/07/2021

Great, thanks Katherine



Kealan J.

01/07/2021

What sort of recognition does the Elizabeth Garratt Anderson Award have throughout the NHS (and potentially other organisations)?

I am on the HR specialism and just wondered what qualifications we will gain over the two years on this scheme?

[General](#) question asked by **Dani P.** | 2 replies



Maureen B.

Programme Officer - GMTS, NHS

01/07/2021

Hi there Dani. Welcome to the scheme. You will gain a Postgraduate Diploma in HR management from your specialism at the end of the two years, but also a Postgraduate Certificate in Healthcare Leadership from your attendance on the General Management programme in the first year. Kind regards Maureen



Dani P.

01/07/2021

Thank you Maureen this is really useful to know!

Is there a way of connecting with other trainees in our trusts before our welcome events in August?

[General](#) question asked by **Tahera B.** | 16 replies



Lily J.

01/07/2021

I was thinking the same thing, would be nice to have a group chat on Facebook or something



Lauren P.

01/07/2021

I think there's a few group chats going around on WhatsApp for different areas; where are you based?

Eleanor W.



01/07/2021

Is anyone else based in Northumbria Healthcare NHS Trust ?

**Eleanor B.**

01/07/2021

I was thinking this too - are you in any Lauren? I'm based in Windsor

**Lauren P.**

01/07/2021

I'm in one for the GMTS and for the North West GMTS

**Tahera B.**

01/07/2021

Anyone based in south east, specifically East Kent let me know!

**Lauren P.**

01/07/2021

I'll grab a join link for the main chat one bc there's quite a few extra links on there too :)

**Tahera B.**

01/07/2021

Amazing, thanks

**Lily J.**

01/07/2021

Thank you Lauren! I'm London but would also be keen on joining a main chat

**Imogen D.**

01/07/2021

Hi Tahera, I'm also based at East Kent! There is a South East group at this link:

chat.whatsapp.com/LKpkFNZSWZaHRitVEipzWN 

**Anna B.**

01/07/2021

If anyone is in Bath or Bristol/any chats for those areas, please let me know!

**Lauren P.**

01/07/2021

<https://chat.whatsapp.com/Hz0uNbH9qli0PBfWelcBAs>

**Eleanor B.**

01/07/2021

Hey Imogen and Tahera, I'm South East too! Will join, thank you

**Tahera B.**

01/07/2021

Hey Imogen, we should swap details!

**Isobel M.**

01/07/2021

Hi all, is there a group yet for the NW?



Will NHS be providing equipment if WFH arrangements stand in September?

[General](#) question asked by **Kamini H.** | 5 replies

**Katherine B.**

Manager, NHS

01/07/2021

Hi Kamini - yes, your placement will provide all the equipment you will need for your role. This includes work from home equipment if you are due to be home based.

**Kamini H.**

01/07/2021

Thanks, Katherine, would this typically include a desk/chair or are we expected to purchase these?

**Maureen B.**

Programme Officer - GMTS, NHS

01/07/2021

Hi Kamini. Welcome to the Scheme!! Please speak to your placement regarding whether they will require you to work from home and what they will provide before purchasing anything. Kind regards Maureen

**Maureen B.**

Programme Officer - GMTS, NHS

01/07/2021

Sorry Kamini, I should add that I mean your placement manager is the best person to speak to.

**Kamini H.**

01/07/2021

Thanks Maureen!



Is the DBS check after I apply the visa 2 or DBS check first?

I am an international student so I am bit confused about the process. Normally visa 2 may take months to process. So if after I get visa then do DBS check, is it gonna affect the start date in Sep?

General question asked by **Wenxin W.** | 5 replies



Malgo S.
Resourcing Officer, NHS
01/07/2021

Hi Wenxin, I have left you a voice mail re: this. Shall we arrange a call later today to discuss further?



Wenxin W.
01/07/2021

Yep! no problem! sorry for the bad signal in my room, I am free today so any time is ok



Wenxin W.
01/07/2021

Hi! I just listened the voice message! That's answered my question! Just for clarify, so now all I need to do is waiting the CoS then start application right?



Malgo S.
Resourcing Officer, NHS
01/07/2021

We will be in touch with further instructions shortly but I can confirm that at this stage nothing else is needed from you.



Wenxin W.
01/07/2021

Ok thank you!



Is there a GM trainees group chat anywhere or would anyone be keen to make one?

General question asked by **Lily J.** | 8 replies



Isabella Z.
01/07/2021

I am a GM trainee and think a chat would be great - not aware of any existing yet



Joe D.
01/07/2021

Have you guys had a look on the student room? there's a long thread for the NHS GMTS and there's a lot of links to whatsapp chats people have set up!



Lily J.
01/07/2021

Ooh thank you I'll check it out



Hannah T.
01/07/2021

<https://chat.whatsapp.com/C7HF8YE3jloC8ElpP5KnWR> GM group chat x

**Isabella Z.**

01/07/2021

Thanks x

**Eleanor B.**

01/07/2021

Thanks Hannah :)

**Lily J.**

01/07/2021

Thank you :)

**Tahera B.**

01/07/2021

Thank you

Do all specialisms have a flexi placement or is there a chance I might not do one? I am on Health Informatics :)

I've been given information about two of my placements but not about the flexi placement

[General](#) question asked by **Anna M.** | 3 replies

**Clare R.**

Programme Officer, NHS Leadership Academy

01/07/2021

Hi Anna, your flexi placement is something organised by yourself between placements one and two, so this will be something you look at once you have started on the scheme. It gives you the chance to step outside of your organisation to get more experience in your area :)

**Clare R.**

Programme Officer, NHS Leadership Academy

01/07/2021

HI do indeed have flexi placements.

**Anna M.**

01/07/2021

Oh that's perfect and sounds exciting! Thank you :)



What is the dress code for GM trainee in a hospital?

Hello, thinking ahead to buying workwear, is the dress code placement specific? I am a GM trainee working in a hospital so does this change uniform requirements?

[General](#) question asked by **Marni O.** | 4 replies

**Louisa W.**

01/07/2021

Great question!

**Eleanor W.**

01/07/2021

I was wondering this! My first 2 placements are in clinical support and surgery business unit so unsure what to wear.

**Maureen B.**

Programme Officer - GMTS, NHS

01/07/2021

Hi all. Welcome to the Scheme! The normal attire for hospital management is smart business attire, but your placement managers will be able to advise you better. Please get in touch with them and ask about the specifics for your placements. Hope that helps. Kind regards
Maureen

**Marni O.**

01/07/2021

Thank you very much!



On the NHS website it says the EGA is a Masters programme, do we have the option to extend the diploma into a masters?

General question asked by **Srenivash J.** | 7 replies

**Katherine B.**

Manager, NHS

01/07/2021

Hi Srenivash, If you are a GM trainee then you will be taking the Post graduate Diploma. You can choose to top this up as you graduate from the scheme and many of our trainees do so.

**India B.**

01/07/2021

I'm also interested in this question - what sort of top-ups do you mean? And what have alumni from the grad scheme done in the past?

**Clare R.**

Programme Officer, NHS Leadership Academy

01/07/2021

Hi India, if you are wanting to top this up to a masters, it's something you can pick up yourself outside of the scheme. University of Birmingham will be able to advise further on how you may want to do this if you are interested towards the end of your scheme. Some of our alumni do top this up to a full masters (though this would need to be self-funded or funded by your organisation) and some trainees choose not to - it depends on each individual.

**Srenivash J.**

01/07/2021

Thank you Katherine and Clare!



Srenivash J.

01/07/2021

Also, will course materials be provided for us or do we need to buy some of the materials?



Clare R.

Programme Officer, NHS Leadership Academy

01/07/2021

All materials you need will be given to you :)



Srenivash J.

01/07/2021

Great, thanks!



What will orientation look like with covid? Will there still be the opportunity to observe/visit different services?

[General](#) question asked by **Harriet R.** | 2 replies



Mohammed S.

Project Coordinator, NHS

01/07/2021

Hi Harriet, we advise trainees work with their placement managers design for orientation, so this is something that varies on your placement.



Harriet R.

01/07/2021

Great, thank you



When should we expect to receive the pre-placement fitness assessment?

[General](#) question asked by **Natalie S.** | 2 replies



Malgo S.

Resourcing Officer, NHS

01/07/2021

Hi Natalie! You should receive your offer letter shortly - the link to the occupational health questionnaire will be sent to you at the same time as the letter - its all generated through our Applicant Tracking System (TRAC)

Natalie S.

01/07/2021



Great, thank you so much!

Thinking past the scheme, in general how competitive/difficult is it to obtain a more senior job post-scheme?

If possible, I'd also love to know what sort of positions are offered to people upon completing the scheme. It's often quite difficult to gauge this and I know several other people have been wondering the same thing. I know we've been informed that eventually there is the potential to reach a Director position further down the line but it would be great to have a better idea of what sort of progression can be expected in the first years directly after completing the scheme. Many thanks!

General question asked by **Kealan J.** | 2 replies



Maureen B.

Programme Officer - GMTS, NHS

01/07/2021

Hi Kealan. Welcome to the scheme! The vast majority of our trainees move on to jobs at bands 7 or 8a immediately following their time on the scheme. During your time on the scheme, you will get more experience of how enormous the NHS is and the many opportunities there are. You will also meet and be introduced to people who have been on the scheme previously whose career journeys will give you an idea of how yours might develop. Kind regards Maureen



Kealan J.

01/07/2021

This is really clear, thank you! Looking forward to starting



In terms of contacting programme/placement managers - who would be best placed to tell us more specifics about our role?

General question asked by **Hannah T.** | 2 replies



Mohammed S.

Project Coordinator, NHS

01/07/2021

Hi Hannah, that would be your placement manager.

Hannah T.

01/07/2021



Thanks!



What is the soonest we should expect to be able to start using Annual Leave?

[Life at the Company](#) question asked by **Umar M.** | 9 replies



Mohammed S.

Project Coordinator, NHS

01/07/2021

Hi Umar, upon meeting your placement manager, you can inform them of any planned leave you have, once that's been communicated to your manager and approved, you should be able to book leave as soon as you'd like.



Umar M.

01/07/2021

Would this also be possible on the first week if the placement manager agrees?



Clare R.

Programme Officer, NHS Leadership Academy

01/07/2021

Hi Umar, we wouldn't recommend taking leave this early in the scheme unless it's really unavoidable. You wouldn't be able to take this on the 06/07 September as this is the welcome event however if there is something unavoidable, please talk to your placement manager and then your regional trainee support manager when you know who this is.



Umar M.

01/07/2021

Thank you Clare and Mohammed! Would having to take leave within the first few weeks if necessary, mean that my orientation period would definitely be affected or could rearranging it be sorted with my placement manager?



Laura R.

Programme Administrator, NHS

01/07/2021

We strongly advise and recommend that trainees don't take leave in this time, you would need to speak to your Placement Manager.



Umar M.

01/07/2021

So when would be the earliest time that would be advised and recommended to take leave?



Laura R.

Programme Administrator, NHS

01/07/2021

We would recommend that you would get the orientation period out of the way first so you are embedded in the scheme however, we would say to speak to your Placement Manager to see what the plans after this period as they may have project work planned for you to jump into. If the leave is unavoidable or there is a problem with this period then please contact us separately at Graduate Enquiries and we will pick this up with you.

**Umar M.**

01/07/2021

Is there a specific e-mail I could contact in order to ensure this will be picked up? As I emailed the trac jobs email but didn't get a reply...

**Laura R.**

Programme Administrator, NHS

01/07/2021

Graduate Enquiries email is: graduateenquiries@leadershipacademy.nhs.uk

The Trac email takes a while for the response due to the vast amount of queries going to them at the moment but they will respond to you.

***HI Group chat: link below!***

<https://chat.whatsapp.com/I5rnfUclqWI8qf7ihDnJkF>
Feel free to join!

General question asked by **Kamini H.** | 3 replies

**Lauren P.**

01/07/2021

Do you mind if I add the North West one to this thread? chat.whatsapp.com/CAI18nfG52C9S9t4Pa6J0w

**Tahera B.**

01/07/2021

Does anyone have a link for a general management chat (all regions)?

**Ben R.**

01/07/2021

I would like a link to a GM chat for all regions too, if it exists :)

***Hi, I'm on the finance scheme and have registered with CIPFA, do I need to email my reference number to grad enquiries?***

General question asked by **Joe D.** | 8 replies

**Joe D.**

01/07/2021

Just to confirm I mean my CIPFA contact reference number

**Oscar G.**

GMTS Programme Coordinator, NHS

01/07/2021

Hi Joe, no we don't need that to be sent in as we would be directly communicating with CIPFA. Any specific question we would contact you individually.

**Joe D.**

01/07/2021

That's great thank you!

**Wenxin W.**

01/07/2021

Hi, I haven't get my nhs email, so I just use my personal email to register it but I found I have to use NHS email to set business account, so just to clarify, should I just wait my NHS email to set business account?

**Oscar G.**

GMTS Programme Coordinator, NHS

01/07/2021

Hi Wenxin, can you expand further on what you mean by the business account? what's this for?

**Wenxin W.**

01/07/2021

So when I register for CIPFA, the email said I need to choose business account which choose NHS leadership academy as my organisation, when I did that, it said my personal email is not in the NHS leadership academy list, so I can't finish the process

**Oscar G.**

GMTS Programme Coordinator, NHS

01/07/2021

Hi Wenxin, I would recommend either liaising with CIPFA on the live chat or dropping them an e-mail as in the past people have registered and later when you have [NHS.net](https://www.nhs.uk) mail you can then get this updated.

**Wenxin W.**

01/07/2021

Ok Thank you Oscar!

Is the offer letter different to the welcome letter ?

The letter contains information to contact our managers but nothing on the DBS health checks etc..

General question asked by **Kamini H.** | 6 replies

**Malgo S.**

Resourcing Officer, NHS

01/07/2021

Hi Kamini, yes - offer letter is different than your welcome pack

Malgo S.

Resourcing Officer, NHS



01/07/2021

Your offer letter will be sent to you shortly, that will trigger your pre-employment checks. It's all generated through our Applicant Tracking System (TRAC)

**Kamini H.**

01/07/2021

Thank you, Malgo!

**Isobel M.**

01/07/2021

Hi Malgo, Do you have a specific date by which we should expect to receive the offer letter or would suggest following up if we are yet to receive it?

**Malgo S.**

Resourcing Officer, NHS

01/07/2021

Hi Isobel, we are in the process of sending offers out so please bear with us.

**Isobel M.**

01/07/2021

Thanks Malgo

Who is the best contact for placement enquiries?

My placements/managers were listed as TBC and have not heard any updates - who can I follow up with? (London)

[General](#) question asked by **Rob J.** | 2 replies

**Rob J.**

01/07/2021

Nhsgrads.trac@leadershipacademy.nhs.uk?

**Clare R.**

Programme Officer, NHS Leadership Academy

01/07/2021

Hi Rob - you will need to contact your local leadership academy, which would be London - you should have received an email from them already.

Is our first placement provider expected to cover the rest of the orientation, and will we be working during that time?

(I'm Policy & Strategy) I'm confused about the length of our orientation - I've seen it's 20 days where we will get an overarching view

[General](#) question asked by **Sophie B.** | 1 reply

**Maureen B.**

Programme Officer - GMTS, NHS

01/07/2021

Hi Sophie, welcome to the scheme!! Orientation will not necessarily be the first 20 days of working at your placement, it depends on the arrangements at your particular placement, so please ask your placement manager about the specifics of this when you get their contact details. Kind regards Maureen



Hi everyone, just wondering if there is a group for the East of England? I'll be based in Milton Keynes :)

General question asked by **Anna M.** | 6 replies

**Joe D.**

01/07/2021

Hi Anna there's a whatsapp group for it i'll just get the link and add it!

**Eva G.**

01/07/2021

Thanks Anna and Joe, I'd be interested in joining too. I'm based in Norwich :)

**Joe D.**

01/07/2021

<https://chat.whatsapp.com/LtJ8xYyc7bZGPOLMhwdBSC>

**Joe D.**

01/07/2021

There you go guys! I'm based in Bedford!

**Anna M.**

01/07/2021

Thank you! :)

**Eva G.**

01/07/2021

Thank you!

Is there any support with commuting costs?

I will be commuting quite a lot, particularly for my second placement, which I believe will cover quite a large geographical area. I have my own car so this shouldn't be too much of a problem. Is there any support available (maybe tax relief?) to help cover the costs of commuting and travelling around (eg. fuel costs).

Life at the Company question asked by **Alex W.** | 2 replies

**Clare R.**Programme Officer, NHS Leadership Academy
01/07/2021

Hi Alex, unfortunately there is no travel allowance for travelling to placements, however you are able to claim if you are travelling from where your placement 'base' is to other sites for work. Your local academy and placement will be able to advise where this is and will be able to advise what you will be able to claim.

**Alex W.**

01/07/2021

No worries, I thought that might be the case. Thanks for your response!

Will our payroll number be forwarded to use the same time as our email addresses?

[General](#) question asked by **Annie R.** | 7 replies

**Clare R.**Programme Officer, NHS Leadership Academy
01/07/2021

Hi Annie, you will get this when you get access to ESR which will happen before you start - the number you need will be under the 'payroll' section.

**Annie R.**

01/07/2021

Thank you, will I have access to the ESR system soon? I am just thinking the Employee Starter Form today requested my employee number :)

**Annie R.**

01/07/2021

Sorry requested payroll number!

**Clare R.**Programme Officer, NHS Leadership Academy
01/07/2021

Hi Annie, can you leave this blank and submit this form.

**Annie R.**

01/07/2021

Yes will do thank you, shall I do the same for the email address or wait for my email address to be sent before the form goes off? :)

**Clare R.**Programme Officer, NHS Leadership Academy
01/07/2021

Hi Annie, we will pick this up separately and email you outside of this chat as we are currently working through nhs.net so it may be worth holding off until you have received your nhs.net email. I will check this week and let you know :)

Annie R.



01/07/2021

Thank you, I appreciate you getting back to me!



When will salary be confirmed?

General question asked by **India B.** | 6 replies

**Lucy B.**

01/07/2021

Hi, mine was written on my offer letter if that helps!

**Malgo S.**

Resourcing Officer, NHS

01/07/2021

Hi India, that's correct - it will be confirmed in your offer letter

**Anna B.**

01/07/2021

When do we get our offer letter?

**India B.**

01/07/2021

My offer letter doesn't mention salary? Is this the letter that needed a response within 48hr?

**Malgo S.**

Resourcing Officer, NHS

01/07/2021

Hi India, you mean the welcome pack?

**Malgo S.**

Resourcing Officer, NHS

01/07/2021

Anna we are aiming to send them out by next week

How many HI grads are there in this year's intake?

General question asked by 🇧🇷📧 **Kamini H.** | No replies yet