**LEADING THE WAY:THE ROLE AND VALUE OF NURSES IN GENERAL PRACTICE IN ENGLAND**

**Some suggestions to help with completion of the Leading the Way survey**

The survey asks for details on the roles and qualifications of nurses within your general practice / primary care network.

Depending on the size and characteristics of your organisation, there are different ways you might be able to collect the required information.

1. This information may be readily available in HR / personnel records within your practice, although this may require a manual search and there may be missing information that would need to be checked with nurse colleagues directly. This may only be practical in smaller practices.
2. Raising awareness of this survey and the information required to complete it might be a useful topic for any upcoming meetings of all staff or nurses in your practice.
3. An email to all nurses in your practice / network asking for them to provide the required information. This would be a very simple email which should be very quick and easy for colleagues to respond to, ideally without needing to refer to any documents or certificates.

*Dear colleague,*

*The huge value that general practice nurses bring was recognised in a recent report commissioned by NHS England and NHS Improvement called* [*Leading the Way: the role and value of nurses in general practice in England*](https://www.sonnetimpact.co.uk/2022/02/25/leading-the-way-the-role-and-value-of-nurses-in-general-practice-in-england/?msclkid=fc69a804cef611eca81c819b42c4c400)*. They have now commissioned a survey of all general practices in the country to understand more about the nurse workforce and how it varies in practices of different types and in different areas of the country. I have been asked to complete this survey on behalf of our practice. Whilst most of this information can be drawn from central records, understanding the precise picture of the varied qualifications and specialisms of nurses is more difficult. For this reason, the survey asks for some specific information on nursing qualifications. It would really help me if you could quickly respond to this email and provide me with a response to each of the four following questions.*

* *What Nursing and Midwifery Council (NMC) registered qualifications do you have?*
* *What is your highest academic qualification?*
* *Do you hold a non-medical prescribing qualification?*
* *Do you hold a teaching and mentorship qualification?*

*I will then draw this information together for our practice before responding to the survey. I would like to respond to the survey within the next week, so your earliest response would be really helpful. Many thanks.*

1. A spreadsheet tool or printed proforma may help you to tally responses as you receive them from staff. If you want to print this out, it is on the next page. An Excel spreadsheet version can be downloaded from the Leading the Way website (<https://www.shu.ac.uk/centre-regional-economic-social-research/projects/leading-the-way-survey>).

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| **Leading the Way: phase 3a survey** |  |  |  |
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|   |   |   |   | **Number of**  |
|   | **NMC qualifications** |   | **nurses holding** |
|   | Adult Nursing  |   |   |   |
|   | Mental Health Nursing  |   |   |   |
|   | Learning Disability Nursing  |   |   |   |
|   | Children's Nursing  |   |   |   |
|   | Midwife  |   |   |   |   |
|   | Health Visitor  |   |   |   |
|   | School Nurse  |   |   |   |
|   | Occupational Health Nurse  |   |   |   |
|   | Family Health Nurse  |   |   |   |
|   | Public Health Nurse  |   |   |   |
|   | Others  |   |   |   |   |
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|   | **Academic qualifications** |   |   |   |
|   | Undergraduate Diploma  |   |   |   |
|   | Undergraduate Degree  |   |   |   |
|   | Post-graduate Certificate  |   |   |   |
|   | Post-graduate Diploma  |   |   |   |
|   | Post-graduate Degree  |   |   |   |
|   | Others  |   |   |   |   |
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|   | **Non-medical prescribing qualifications** |   |   |
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|   | **Teaching / mentoring qualifications** |   |   |
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