

# INTRODUCING NEW ROLES TO YOUR PRIMARY CARE NETWORKS: THE PRACTICAL STUFF

With the introduction of new roles to Primary Care Networks, there are many elements to consider and hopefully this list will support you with getting started.

## 2. SCOPE THE ROLE

Look at the guidance but ultimately you need to meet the needs of your network

## 4. SET A HOST PRACTICE

Decide in which practice the new role will be located

## 6. SET A JOB DESCRIPTION

Why should people work for you and how will you support them

## 8. THINK ABOUT SYSTEMS

IT requirements, space to work and access to clinical systems

## 1. A WORKFORCE GROUP

This should include clinical and non-clinical members

## 3. ADVICE FROM EXPERTS

If you want to know how to use a certain role in general practice, speak to someone who's currently in this role

## 5. ROLE PARAMETERS

Set working patterns, daily logistics & management

## 7. SEEK HR ADVICE

Get expert help with the contract

## 9. PLAN THE INDUCTION

Use network & MTD meetings, protected learning events & practice visits. Create contact lists & opportunities to meet socially



## 10. MEASURE IMPACT

Build meaningful measurements to understand the impact of your new hire

## 12. EDUCATE YOUR PATIENTS

Ensure they know how the new roles can help them

### NEED MORE HELP?

Contact your local Training Hub or GP Federation, or contact me at THC Primary Care and I will happily spend an hour with you talking through my experiences and sharing my advice **free of charge.**

[admin@thcprimarycare.co.uk](mailto:admin@thcprimarycare.co.uk)

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## 11. PLAN, DO, STUDY, ACT

Be flexible. It may not be perfect immediately so build time to talk, review and reflect

## 13. INVEST

All staff should have the chance to develop clinical and non-clinical skills, both individually and as a network. Invest in your workforce, as you can't do anything without them. Talk to your local Training Hubs or GP Federations to see if they can support with training, workshops or apprenticeships

## ABOUT THE AUTHOR

Tara Humphrey is the founder of THC Primary Care, a leading healthcare consultancy specialising in workforce transformation and the only consultancy to have worked with 11 Training Hubs across South London, Kent, Surrey and Sussex.

