

Roles to support the I2I initiative

ROLE	KEY RESPONSIBILITIES
<p>Lead Sponsor for the I2I initiative <i>(currently Elaine James, Director of Nursing, Therapies and Quality at East Coast Community Healthcare)</i></p>	<ul style="list-style-type: none"> ▪ Where necessary, takes decisions and acts on behalf of the sponsors from the participating organisations to support the delivery of the I2I Pilot across the system. ▪ Communicates the I2I vision to stakeholders and interested parties. ▪ Maintains two-way communications with the sponsoring group and key stakeholders including the NSWP Board. ▪ Manages strategic risks arising from the implementation of the pilot. ▪ Maintains the strategic alignment of the I2I integration initiative with other system-wide strategic priorities and similar initiatives.
<p>Participant</p>	<p><i>Note: Depending on the approach agreed by their employing organisation, the individual may be asked to participate by the Sponsor or may self-select for the Insights into Integration programme by filling out and submitting an Expression of Interest Form.</i></p> <ul style="list-style-type: none"> ▪ Participates in the initial briefing session and end of cohort feedback workshop to share learning and improve the approach for the future. ▪ Liaises with the Sponsor and meets with them to understand the I2I programme in more depth and to pass on initial points of contact in the placement organisations. ▪ Agrees Learning Outcomes with their Line Manager for each placement. ▪ Takes ownership for securing suitable placements (to build leadership skills) and is supported by the Line Manager and Sponsor to achieve this ▪ Takes ownership for resolving issues (with assistance from their Line Manager) arising during securing, booking and undertaking placements. Escalates issues to the Sponsor if unable to resolve them. ▪ Completes Reflections after each placement and discusses their learning with their Line Manager. ▪ Identifies and implements a modest service improvement initiative for the care pathway or services that they provide. ▪ Participates in the I2I initiative in a professional way and upholds the NHS Values in their interactions with other members of staff, service users and patients in the health and social care system.
<p>Line Manager of Participant</p>	<ul style="list-style-type: none"> ▪ Undertakes a pivotal role by supporting the Participant through their I2I experience and enabling their professional development. ▪ Communicates the purpose of the I2I initiative to other members of staff in the same team and to peers across the employing organisation. ▪ Works with the Education Lead and Sponsor to ensure release of the Participant from service to attend the placements. ▪ Agrees Learning Outcomes with the Participant for each placement, reviews their Reflections and discusses their learning as they progress. ▪ Supports the Participant in the design and delivery of a modest service improvement initiative for the care pathway and/or services delivered.

ROLE	KEY RESPONSIBILITIES
Sponsor in the Participant's employing organisation	<ul style="list-style-type: none"> ▪ Communicates the I2I vision to stakeholders and interested parties. ▪ Maintains two-way communications with the Lead Sponsor and NSWP Programme Manager supporting the I2I initiative. ▪ Liaises with the Education Lead and operational managers to nominate at least one Participant to take part in the Pilot. ▪ Holds an initial meeting with the nominee to talk with them about the initiative, why their employing organisation is involved and the expectations of the Participant(s) in terms of learning, behaviours etc. ▪ Provides the Participant(s) with initial points of contact in the potential host organisations as a starting point for arranging the placements. ▪ Works with the Education Lead and Line Manager to ensure release of the Participant from service to attend the placements. ▪ Resolves issues escalated by Participants, Line Managers and/or Hosts. ▪ Endorses the Insights into Integration initiative within their own organisation and shares information about the I2I initiative with other stakeholders and interested parties. ▪ Manages operational risks arising from the implementation of the pilot. ▪ <i>Note: a Sponsor within an employing organisation can also be a Host Sponsor if they receive requests from other Participants outside of their own organisation to job-shadow staff and services through the I2I initiative.</i>
Host Sponsor <i>i.e. in the host/placement organisation</i>	<ul style="list-style-type: none"> ▪ Endorses the Insights into Integration initiative within their own organisation and shares information about the I2I initiative with other stakeholders and interested parties. ▪ Receives requests from Participants outside of own organisation to job-shadow staff and services through the I2I initiative. ▪ Endorses requests to undertake a placement within their organisation and passes the enquiry to a relevant Service Manager within the Host organisation to make arrangements with the intended Participant. ▪ Resolves escalated issues related to setting up and implementing the host placement raised by the intended Participants from other organisations and Service Managers within the host organisation. ▪ Maintains two-way communications with the Sponsor from the employing organisation that is supporting the I2I initiative. ▪ Manages operational risks arising from the implementation of the placement.
NSWP/HEEoE	<ul style="list-style-type: none"> ▪ Supports the sponsoring group to design and implement the I2I pilot. ▪ Enables the reporting of progress on the Insights Into Integration initiative to key stakeholders including the NSWP Board. ▪ Organises and facilitates the initial briefing session for the Participants. ▪ Collates feedback from the Host organisations and Sponsors. ▪ Facilitates the final Review Workshop for the Participants. ▪ Updates the I2I initiative design post-pilot and facilitates implementation into business as usual as an ongoing development tool.