# **Logo Description automatically generated**

## Making Every Contact Count for Mental Health Phase 2 in North East and Yorkshire

## Lead Trainer and Trainer Expressions of Interest Call

The Royal Society for Public Health (RSPH) and NHS England Workforce, Training and Education directorate **are calling for expressions of interest from primary and community care organisations across the North East and Yorkshire** to nominate individuals who can become Lead Trainers and Trainers for our Making Every Contact Count (MECC) for Mental Health training programme. Local authority or voluntary and community sector organisations delivering or supporting NHS commissioned services are also invited to apply.

This work aims to upskill front line primary and community care staff by supplying high quality and evidence based mental health promotion training that develops knowledge, skills, and confidence to integrate relevant mental health and wellbeing messages and interventions into routine practice.

**Examples of primary and community care settings/services**, include but are not limited to:

* Social prescribing and similar (e.g. services that connect people with local health services)
* GP surgeries
* Primary care services based at hospitals such as GUM clinics
* Community Pharmacy
* Health and social care
* District nursing
* Falls services
* Health visiting
* School nursing
* [Allied Health Services](https://www.england.nhs.uk/ahp/role/)
* Emergency services such as ambulance and fire services.

## The training programme

Embedding the MECC approach and promoting mental health and wellbeing are current national priorities for the health system. To support this project, RSPH and NSHE WT&E, with the aid of a multidisciplinary expert group, have developed and tested with over 1000 staff across the North, a blended learning training programme that can be implemented by beneficiary organisations.

The independent evaluation of the training found statistically significant increases in participants’ capability, opportunity, and motivation to have conversations with people about their mental health, and to refer people for further support. The follow-up stage of the evaluation also found a statistically significant increase in the number of conversations about mental health and wellbeing which participants were having, compared with before the training.

The end-user training has been designed to be delivered virtually or in a classroom setting and the content is organised in three modules:

* Module One: Introduction to MECC for Mental Health
* Module Two: Knowledge and Skills – having a MECC for Mental Health Conversation
* Module Three: Signposting and Pathways

Lead Trainers and Trainers are upskilled to deliver this content through a 2-day session, RSPH will then provide them a full set of training materials, including a slide deck with Tutor notes, a 30-minute online learning per module and a learner workbook per module. In addition, RSPH will provide ongoing guidance and logistical support for the delivery of at least one training session for Trainers who require support.

The recommended delivery of the content is either: one full day session of 7 guided learning hours, or three sessions of three guided learning hours each. However, the content can be condensed and delivered in shorter sessions depending on the trainees needs. We have guidance and materials in place (including e-learning) to support this process.

Furthermore, the programme has an optional complementary module on the menopause which can be accessed and delivered by any MECC for Mental Health Trainer or Lead Trainer.

### Benefits to organisations

This is an opportunity for organisations to demonstrate leadership in mental health promotion as an integral part of their person-centred care approach and in support of workplace health.

Lead Trainers and Trainers will be upskilled to deliver MECC for Mental Health through a supportive and robust process which includes a Train the Trainer session, peer learning, central support and opportunities for additional professional development. As such, organisations hosting Lead Trainers and Trainers will build their internal capacity for mental health promotion in a systematic and sustainable way.

Furthermore, to recognise and facilitate their support, we will provide organisations with a training grant (£1000 for Lead Trainers and £400 for Trainers) towards covering the time their nominees will spend supporting the project.

### Benefits to Trainers and Lead Trainers

Their involvement is an opportunity for professional development and peer learning through:

* RSPH Membership: one year of membership at [Associate grade](https://www.rsph.org.uk/membership/grades/associate.html) for Trainers, and [Member grade](https://www.rsph.org.uk/membership/grades/member.html) for Lead Trainers.
* Ongoing subject related professional development opportunities including webinars and refresher sessions.
* Accredited training and access to training support materials.
* Access to a trainer hub which will support interaction and peer-learning of the regional network of MECC for mental health trainers.

### Requirements for Lead Trainers

**Each Lead trainer** must commit to an equivalent of **8.5 days** over a period of approximately 6 months (June-December 2023), to undertake or participate in the following activities:

* 1. Attend the MECC for MH train the trainer (TtT) session (approximately 2.5 days equivalent divided in two sessions of online learning, plus some preparation work before and in between sessions). Please note the training will take place on **26 June and 6 July 2023**.
  2. Register as MECC for MH Lead Trainer (involves email exchange and attendance to a 1-hour workshop laying out the expectations of the project such as quality assurance and evaluation requirements, targets and timescales).
  3. Support the ongoing development of the TtT programme through feedback and evaluation and quality assurance activities (approximately 1 day involving communication with trainees, attending interviews as requested by the evaluation partner, observing a proportion of their trainees’ sessions).
  4. **Delivery of a TtT session to** **7 local Trainers** (2 days equivalent)
  5. Support the recruitment of trainees (approximately 2 hours).
  6. Delivery of 1:1 sessions with each of their trainees (up to 2 days involving one-hour sessions with each trainee and some email exchange).

Please note that this is a guide and whilst the time requirements are not likely to change much, the tasks may be modified according to locality’s/trainees needs.

### Selection criteria for Lead Trainers

All Lead Trainers must have:

* Excellent training delivery skills or equivalent (for example, teaching adults)
* Experience in delivering Train the Trainer programmes
* Excellent communication skills
* Good understanding of health behaviour change models and practices
* Good understanding of mental health promotion
* Good understanding of person-centred approaches
* Good understanding of the MECC approach
* An interest in delivering this training beyond the project.

Furthermore, Lead Trainers organisation’s organisations must be delivering or supporting primary and/or community care services in the **North East and Yorkshire** region. It is also desirable that Lead Trainers have completed a MECC training programme.

To nominate a Lead Trainer, the organisation must provide an email/letter of support to the individual and ask them to complete and submit the form at the end of this document by 9 June 2023**.**

### Requirements for Trainers

**Each Trainer** must commit to an equivalent of **4 days** over a period of approximately 6 months:

1. Undertake the MECC for MH train the trainer session (approximately 2.5 days equivalent divided in two sessions of blended learning and some preparation work before and in between sessions).
2. Register MECC for MH Trainer (involves email exchange and attendance to a 1 hour workshop to lay out the expectations of the project such as quality assurance and evaluation requirements, targets and timescales).
3. Organise and deliver training for 12-15 individuals working in primary and/or community care services, please refer to the list in page one for examples of these services. Delivery must be **by the end of November**.
4. Support the development of the training programme by providing feedback and evaluation (up to 1 hour).
5. Attend a 1:1 session with their Lead Trainer (up to 1 hour long).
6. Attend at least one refresher sessions (there will be 3 sessions of up to one hour long).

Please note that this is a guide and whilst the time requirements are not likely to change much, the tasks may be modified according to locality’s/trainees needs.

### Selection Criteria for Trainers

All **Trainers** **must have**:

* Experience in delivering training to adults or equivalent (e.g. group facilitation or teaching experience)
* Excellent communication skills
* Interest in mental health promotion.

It is also desirable but not essential that Trainers have:

* Completed a MECC training programme e.g. [HEE’s e-learning](https://www.e-lfh.org.uk/programmes/making-every-contact-count/)
* Good understanding of the MECC approach
* Good understanding of mental health promotion
* Good understanding of health behaviour change models and practices
* Good understanding of person-centred approaches.

Furthermore, Trainers’ organisations must be delivering or supporting primary and/or community care services within a **North East and Yorkshire** Integrated Care System area.

## How to nominate a trainer?

Key to the delivery of high quality MECC for mental health training is the commitment and support from the employing organisation who would also champion this initiative. Lead Trainers and Trainers will only be selected if there is an explicit support from the senior and/or clinical management.

To nominate a Trainer, the organisation must provide an email/letter of support to the individual and ask him/her to complete the application form annexed to this document.

## Deadline

## Application forms (template at the end of this document) need to be submitted **by 9 June** for Lead Trainers, and **28 July** for trainers. Please note that places will be assigned on a first-come, first-served basis providing applications meet all the requirements.

## Contact us

For further information, please contact Laura Smyth [lsmyth@rsph.org.uk](mailto:lsmyth@rsph.org.uk).

## Making Every Contact Count for Mental Health

## Lead Trainer and Trainer Application Form

### Data protection

Keeping your personal information safe is very important to us. As such, we have in place GDPR compliant procedures and systems. Please read [here](https://www.rsph.org.uk/about-us/legal-disclaimer/privacy-policy.html) more information about how we process and keep your data.

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| **1. Contact details** |
| Name: |
| Role: |
| Organisation: |
| Postal Address: |
| Contact Phone Number: |
| Email Address: |
| Please indicate what is your Integrated Care Systems (ICS) area? If you work across areas, please select the last option and the ICS were you think it would be easier for you to deliver training.  North Cumbria and the North East  Humber, Coast and Vale  South Yorkshire and Bassetlaw  West Yorkshire and Harrogate  All, I work across the North East and Yorkshire |

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| **2. Organisational support** |
| Please confirm that alongside this form, you are sending a letter or email of support from your Line Manager or Senior Manager also stating that they understand the expectations of your involvement with the pilot.  Yes  No (Please note that your application won’t be considered until the letter has been provided) |
| Please provide your Manager or Senior Manager name, organisation, job title and email: |

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| **3. Training capacity** |
| Please indicate if you are applying for the Lead Trainer or Trainer role. If you are interested in either, please select either.  Lead Trainer  Trainer  Either |
| Please confirm that delivering at least one training session with the minimum number of participants[[1]](#footnote-2) is feasible as part of your current role?  Yes  No |
| Please confirm that this training will be delivered to people in primary and/or community care services? (You may deliver to other sectors too, but you will need to assign at least 12 places to primary and/or community care in your first cohort)  Yes  No |

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| **4. Training Competencies** | |
| Please indicate very briefly (a couple sentences per item would suffice) how do you meet the core competences for the role providing relevant examples of your experience and or training: | |
| *Competence* | *Examples, e.g. qualifications, training, experience, hobbies etc.* |
| Training delivery skills |  |
| Experience in delivering Train the Trainer programmes or equivalent (this is essential for those applying for the Lead Trainer Role) |  |
| Excellent communication skills |  |
| Good understanding of health behaviour change models and practices |  |
| Good understanding of mental health promotion |  |
| Good understanding of person-centred approaches |  |
| Other relevant competences (e.g. training or experience in other health topics) |  |

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| **5. Please very briefly explain why your organisation is nominating you for the role** |
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| **6. Please indicate if you would like to be listed as a MECC for MH trainer or lead trainer in the register circulated to stakeholders interested in the training:**  Yes  No |

Thank you for taking the time to complete this application form please return to Laura Smyth alongside your letter of support from your organisation on lsmyth@rsph.org.uk

1. The minimum number of participants for Lead Trainers is 7 participants and for Trainers is 12 participants. Please note that RSPH will recruit and assign participants to be delivered by Lead Trainers. Trainers are required to recruit their participants from their organisations and/or organisational network/partners. [↑](#footnote-ref-2)