

Significant 7 – Terms & Conditions

© Copyright NELFT NHS Trust and BHR CCG.

2018/19

## Dear Care Home Manager / Trainer

## Nurse consultant Geraldine Rodgers from NELFT has led the creation and implementation of the Significant 7 tool; designed to enable care home staff to identify deteriorating residents sooner and ensure they are being looked after in the best place at the right time.

## Co-Designed with care home teams, Significant 7 prompts care workers to ask pertinent questions about their residents’ health supported by an interactive training package for staff.

The training provides staff with supportive tools to help recognise signs of deterioration and develop their skills to manage residents’ needs effectively. Staff will be well equipped to take appropriate action; resulting in a much better personalised quality of care for residents, a reduction in the number of unnecessary calls to emergency services and admissions to hospitals and will leave staff feeling empowered and confident in their role as a carer.

The following Terms and Conditions have been developed to ensure there is a clear understanding by the care homes whose staff have taken part in training regarding the use of the Significant 7 training tool and materials and for copyright purposes.

You will have been given materials to use as part of our train the trainer programme and these will also be available electronically; however the terms and conditions must be signed and returned before they can be issued. This is to ensure you have the most up to date materials, as we regularly review the tool.

We would like to ask you to read through, sign and date the terms and conditions, and return the document via email to hlp.ehchprogramme@nhs.net.

We have worked over three years to develop this product for you to use and having the terms and conditions in place ensures longevity of the tool and that you have the latest version after you have undertaken the training.

Thank you,

Significant 7 team

 **Please read these Terms and Conditions carefully**

* NELFT NHS Foundation Trust and BHR CCG control the copyright of this tool, and you may only use the templates in accordance with our terms and conditions.
* All intellectual property rights remain with the NELFT Significant 7 development team.
* The materials used to support Significant 7 are provided by licence to representatives from your care home that have undergone training to use the tool. Therefore the tool must not be shared; to ensure that qualified trainers deliver the training to the required standard.
* The Significant 7 tool is a guidance tool only, if concerned about a resident’s condition please do seek medical advice/attention. We recommend that as part of this work you identify your local escalation protocol, this can be supported by your Local Authority and CCG.
* The Significant 7 tool should not be photocopied as it helps that the tool remains blue so it is easy to allocate and use in practice.
* If you have any queries about the editing or use of the templates, please seek guidance from the Significant 7 training team via email Geraldine.rodgers@nelft.nhs.uk.
* Any data (i.e. report, publication, award entry produced) collated from this project, will acknowledge the team who produced the tool, using the Significant 7 logo and name, and cite Geraldine Rodgers as the co-auditor, NELFT and BHR CCG.
* This training has been facilitated by Healthy London Partnership and whilst there is not a charge for the training we do ask that you provide us with your feedback data which is extremely valuable for the continued delivery and improvement of this project. Please send your feedback data to hlp.ehchprogramme@nhs.net.

The parties have indicated their acceptance of these Terms and Conditions and this Statement of Work by signing below:

|  |  |
| --- | --- |
| **Name of Care Home:****\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Home Manager SIGNED BY:****\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Print name** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  | **Trainer (Conducting the project) SIGNED BY:****\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Print name** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Clinical Commissioning Group (CCG) (Commissioning care home) SIGNED BY:****\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Print name** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |  |

**Please send a signed and dated copy of the terms and conditions to** **hlp.ehchprogramme@nhs.net**