

Health Education England SW Simulation Network

Simulation and TEL Project Application Form 2021

Introduction

Health Education South West Simulation Network (HEESWSN) has been allocated funding for projects which will seek to develop multi-disciplinary education through the use of innovative educational technologies across the South West region. Such projects will usually be based around simulation-based education, but might also include e-learning programmes, virtual reality technologies and others.

Funding will usually be in the form of Fellowships for one year, but other projects will also be considered subject to the scoring criteria. Where projects propose to appoint simulation technical staff, priority will be given to projects that utilise Apprenticeship schemes, and which will deliver training pathways in line with the RSCiTech qualification (<https://sciencecouncil.org/scientists-science-technicians/which-professional-award-is-right-for-me/rscitech/>).

The projects must support the development and delivery of multi-professional educational projects and initiatives throughout the South West region within NHS providers, HEIs, social care or other healthcare settings. Any resources developed through these projects must be shared with other NHS providers, for instance using the iRIS platform. All proposed projects must align **with at least one of the 5 Simulation Network**

- **Multi-agency Simulation Activity**
- **Simulation Technicians**
- **Research**
- **Virtual Simulation, Digital Technologies and Innovation**
- **Standardised Patients.**

Project leads must be supported by an executive sponsor from their host organisation and will be expected to submit quarterly reports to HEESWSN. HEESWSN will support the project team with a dedicated mentor drawn from the Network, and the team will be encouraged to share their progress with the other successful project teams at Network meetings.

Project funding will incorporate funds to execute the project (such as a salary for the Fellowship position) and other costs that are deemed necessary. Purchase of simulation equipment will be not usually be funded, but applicants are welcome to incorporate requests for specific items of equipment within the overall bid.

HEESWSN will convene a Simulation Project Selection Committee who will be representative of the Network and will include members from a diverse range of backgrounds. The committee will be tasked with assessing bid applications and the final group of successful bids will be selected based on merit.

Division and management of the funds

The intention is to spend the funding supporting Trusts, NHS providers and other healthcare organisations in establishing educational projects with demonstrable human factors, patient safety and quality improvement benefits for multi-professional workers within their organisation and across the SW region, or supporting development of a safe and capable workforce, preventing ill health and supporting healthier lives. Furthermore, HEESW proposes that organisations explore the sustainability of these posts with the intention of permanently funding the role after the 12 month funded post ends.

Simulation Fellowship roles may be drawn from medicine, nursing or other healthcare professional backgrounds. Technician posts funded as part of this funding stream should be open to all eligible applicants and should be linked to Trust Apprenticeship Schemes where possible. Technician posts do not normally have to be filled by individuals with a clinical background, but the range of technician roles is wide and all suggested posts will be considered. Funding will be available for a maximum of £30,000 per project. Priority will be given to projects that target groups or organisations that have limited access to simulation-based education or other TEL interventions.

Criteria and contractual obligations for bids

Bidding organisations are obliged to provide suitable professional continuing support for a fellow, technician or other staff member employed as part of the project. It is imperative that there is time set aside that enables the fellow/technician to convene at least **weekly** with a project lead or mentor from their organisation. They should also be provided with appropriate resources to support the project – information and a proposed outline about these must be detailed in the bid.

HEESWSN will provide a named member of the Network who will be the liaison between the Network and each project, and who will provide external mentoring and guidance as well as receiving project reports and updates, as detailed below. We would anticipate that the Network Liaison would have contact with the fellow/technician and project lead on a monthly basis, with quarterly face-to-face meetings, and agreement to this is a fundamental requirement in order to receive funding.

The bid must include a detailed section describing how the fellow/technician and/or the project they undertake will improve the quality of patient services and enhance patient safety, and how this will be shared across the South West region through HEESWSN. All projects will be expected to develop multi-professional and multidisciplinary groups in their work, ensuring full inclusion of medics, nursing, AHPs and other organisation employees.

Full co-operation and participation is required from all organisations, fellows/technicians and mentors with the use of iRIS (www.irishealthsim.com). This is a web platform to developing, collaborating and sharing of simulation and education resources.

All healthcare workers engaged in SBE in the South West region can have access to the system and this will be arranged for all successful applicants if they do not already have access. All scenarios and learning materials developed must be uploaded to the iRIS system for collective use where appropriate.

Whilst all fellows/technicians, project leads and other staff appointed through this funding stream will be employees of the bidding organisation and not of HEESW, it is a prerequisite of the bid that good communication is fostered and maintained with the Simulation Network and the Associate Deans for Simulation.

A detailed quarterly update is required from each project. This is essential to ensure a regular review with risks and issues at the end of each quarter is reported to HEESW via the Network Liaison. An end of project form detailing outcomes and benefits must be completed to demonstrate for value for investment.

Meetings of the HEESWSN will be held quarterly throughout the year, and attendance at these meetings is mandatory. Additional meetings will be organised to support development of the fellows/technicians and project leads within their roles, provide a forum for sharing practice and activity and offer educational development. Projects also undertake to present their project at the annual South West Simulation Network Conference, held in October of each year (next due to be held in October 2022).

A project lead and executive sponsor is a precondition for each bid. Assurances will be required from these individuals that the project has full support from the organisation and all parties involved from each division that the project crosses.

Finally, projects must be novel and not previously funded through the HEESWSN – the funding is strictly for one year only and will not be recurring.

Guidance on completion of the application form:

- Applications should clearly outline the planned Human Factors, Patient Safety and Quality Improvement objectives to be addressed through a simulation-based or other TEL educational intervention.
- Priority will be given to projects which include strategies to train disciplines or groups that do not currently have access to this type of training or are based in organisations without established access to this type of training.
- Priority will be given to projects which support clinical placements in health and social care organisations.
- Priority will be given to projects that take a multi-disciplinary approach to training.
- Priority will be given to projects that incorporate innovative technologies or other educational methods.
- Priority will be given to projects that will prevent ill health and support healthier lives.
- Priority will be given to projects that will enhance healthcare resources across the South West region.
- Priority will be given to projects that involve partnerships between organisations and between the NHS and private enterprise.

Identified professional background of fellow/technician, project lead and other proposed project staff

- Applications should clearly state the professional background of all staff who are to be involved in the project, or the proposed background of staff that are planned to be recruited. In situations where the fellow/technician has already been identified their details should be included in the application. In most situations it would be expected that the project lead will provide mentorship to the fellow/technician, but if this is not the case then proposals for how the fellow/technician will be mentored should be included. Applications where mentoring arrangements for the fellow/technician have already been identified will be favourably reviewed.

Organisational resources to support fellowship

- The bidding organisation should outline the resources available to support the project in terms of infrastructure, support staff including mentoring systems and access to equipment to implement the project. In situations where resources are not yet in place applications should be accompanied with a business plan outlining organisational funds identified and steps being taking to ensure resources will be in place.

Support from the Organisation leadership

- Applications should identify how the objectives of the project align with the strategic intent of the organisation. In addition, written support from leadership (an executive sponsor) of the bidding organisation must accompany the application along with information about how the post will be professionally supported.

Level/grade of Fellow (eligibility for Simulation Fellowships)

- Positions will be open to all health and care professionals across the Southwest. Please state clearly in the bid application the staff group, grade and/or level of the proposed Fellow. In cases where an organisation's application for funding has identified the professional background of the proposed Simulation Fellow to be medical, only postgraduate trainees of the level ST4 and above will be considered. Where the organisation has proposed a Fellow from another professional background they must hold a band 6 post or above during the fellowship. SAS and non-training grade medical Fellows should be ST4 equivalent or higher. An exception may be made in situations where the proposal is to employ a simulation technician at a lower band than Band 6, but in this case it would be expected that the technician would not be the Project Lead. Where funding is not sufficient to employ the fellow on a full-time basis, there should be a plan for employing them in a less than full time capacity and making up their hours with clinical work or through other means.

Scoring of applications

Applications will be assessed with a score of 1-5 on each of the following criteria:

- Detailed description of objectives and scope of the proposed project
- Potential contribution of project to improve patient safety and outcome
- Potential for the project to increase opportunities for clinical placements in health and care settings

- Clear commitment to the multiprofessional nature of the project and its goals
- Information about how the project/intervention links with Trust and HEESWSN objectives/workstreams
- Potential for benefits to the wider healthcare network across the South West
- Comprehensive description of implementation methodology and timeline of the initiative
- Detailed information about the level of support and resources that will be in place in the organisation to ensure success of the project
- Details of the named mentor for the simulation fellow/technician, including their experience in simulation, human factors, quality improvement and patient safety activities
- Clear and detailed description of how monthly progress reviews will be carried out
- Evidence of support from leadership of proposed clinical implementation area (detailed letter of support to be included)
- Clear plans for the evaluation of impact identified
- Thorough plan for disseminating the results from the project described in detail

Application process

Proposals for consideration (including this form and supporting documents) should be sent by email to PenADAdmin.SW@hee.nhs.uk by 12 noon on Friday 30th July 2021. Scoring and evaluation will be completed during August and shortlisted applicants will be notified as soon as possible. Successful projects will receive their funding from HEE in before the end of 2021. Projects should be able to commence before the end of the 2021-22 financial year.

Proposals must be submitted using the pro-forma in this document and will be assessed using the criteria listed above. The decision to shortlist a project proposal will be based upon the quality and relevance of the submitted information on this form. Please complete HEE South West Project Initiation Document (page 5-8 Brief PID value less than £10,000 or Full PID for greater than £10,000, pages 5-15). HEESW PID **must** also be completed, and will form the basis of ongoing project management through HEESWSN if the project is successfully funded (PID Part 2 pages 12-14). In addition, please complete the additional application questions on page 15.

Requests for further information and any queries about the application process should be directed to the Associate Deans for Simulation – Wai-Yee Tse and Dan Freshwater-Turner (wai-yee.tse@nhs.net or dan.freshwater-turner@uhbw.nhs.uk)

Please complete the HEE South West Project Initiation Document and additional application questions (please note that the additional application questions should be completed for **both Brief or Full PIDS**) below:

Health Education England South West Simulation Network Project Proposal Form 2021-22

HEE South West Project Initiation Document

PART 1 – Initiation and Review - To be completed for Review (And then updated during Project Delivery as necessary)
(Please refer to guidance document to aid completion)

Section 1 – Summary					
Funding Year:	2021-22	Project Title:	Operating theatre virtual simulation Fellow (band 7)		
Funding Required from HEE:	£22,546	Organisation to receive funds:	Operating department simulation		
Total project value:	£22,546	Other Funding Bodies:		Value:	
NHS Priority:	In hospital (inc. urgent & emergency care)	Main staff group impacted:	Multi-disciplinary Teams	Primary aim:	Improve patient safety and staff experience of providing care
Start Date:	04/10/2021	End Date:	30/09/2022	Revised End Date:	Select date
Project Manager - Name and Title:		Mark Abou-Samra Anaesthetic simulation lead	Email Address:		Mark.Abou-Samra@somersetft.nhs.uk
Project Manager - Organisation:		Musgrove Park Hospital	Contact Number:		01823 342114
Provide a short summary for the use of these funds including the output:		<p>These funds will be used to create a fellowship post within the existing operating department simulation team. This post will be held by an experienced RN/AHP in the field of Operating Department Practice (having at least two years' experience as a band 6 Previously within the operating department and has a very good grounding in the use of technology in teaching) the focus of the role will be on the creation of virtual and mixed reality output relating to the patients journey through the perioperative phase. This post will be accountable to the project manager above, and also to the Theatre Matrons. The creation of VR content will include the use of simulated patients in a VR environment, and 360 Point of View interactions with patients and other staff groups in the acute services. The end point is to create a library of materials to access that details the patient's journey</p>			

		from admission to discharge. This will be available across all disciplines and specialities demonstrating the multidisciplinary nature of the perioperative process. I have already completed a pilot 360 film for VR headsets from a patient living with dementia's perspective of undergoing a surgical procedure under an anaesthetic. The feedback from which has been excellent, and to marry that up with further content would be a great resource to use for all students, new staff, and recruitment opportunities.			
Geographical Area Covered:		<input checked="" type="checkbox"/> HEE Region: South West <input type="checkbox"/> ICS: Please Select <input type="checkbox"/> Training Hub: Please Select <input type="checkbox"/> Other... <i>please overwrite...</i>			
HEE Star:	New Roles	COVID-19 Related:	Yes	People Plan:	5. Growing and Training our Future Workforce
<i>For ICS projects:</i> Is this project aligned to all ICS Diversity and Inclusion Plans?					Please Select
Please provide, if appropriate, a short summary:					
<i>For HEE projects:</i> Is this project aligned to the HEE SW Diversity, Inclusion, & Participation Business Plan?					Yes
Please provide, if appropriate, a short summary:		Some of the content created will aim to specifically promote the inclusion of overseas staff, and also understanding the diversity of language, culture and experiences of our patients.			
Does this project contribute to widening participation in the healthcare workforce?					Yes
Please provide a short description:		The content created can be used in any environment away from the clinical setting. The recreated virtual setting can be accessed through the headsets already in use - or through a mobile version of it. Can be used in college or job fair type scenarios to encourage recruitment. It will also aid retention if the existing staff can access high quality learning packages.			
Is Expert by Experience (EBE) included within this project?					Please Select
If yes, how? If not, please explain why?		The patient experiences in this project will be simulated or recreated ones using actors.			

PID Completed By: (Name, Email, Job Title & Organisation)	Deborah Glennie -Sim Lead, Musgrove Park Hospital Deborah.glennie@somersetft.nhs.uk	Date:	16/07/2021
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HEE SW PPMO Internal use only:

Date Received by HEE PPMO:	Select date	HEE REF number:	
HEE SRO/PL/SRM/THB&DM:		HEE Programme/Priority/Theme:	
Date Reviewed by HEE:	Select date	Review Outcome	Please Select

Section 2 – Briefly outline why this funding is required?

Background / Need:	Education in the perioperative phase can be daunting. If you are thinking of undertaking a career in the operating department using VR/AR as a way of gaining a taste of the experience it will encourage the individual to go further. This will provide individuals already on a healthcare course a deeper understanding of the patient’s surgical journey this can only enhance your patient care.
Rationale:	The content that we will produce is reliant on someone having the clinical expertise and the technological knowledge to create the digital material for the experience to be immersive, engaging and relevant. Having 2 days a week devoted to the development of this content will result in the creation of a library of experiences for the students/colleagues to tap into. This local students will use the initial pilot and access the material through the hospital online learning platform – eventually after testing, the content will then be shared wider through the different Trust departments and the region as a whole via the simulation network.
Scope (including benefits to the wider healthcare network across the South West)	The content created by the fellow in liaison with the Trust TEL team will be accessible to all members of the operating theatre team initially, and then the wider hospital network. This team includes medical, nursing, AHP and apprentice staff, as well as students from the various professions that pass through the operating department such as ODPs, Pharmacy, radiographers TNAs, student nurses and Medical students. The material can be adapted to different groups capabilities and needs. Sim and virtual learning is still in its infancy for operating department practice and the majority of learners do not currently have access to this type of training relevant to our speciality, there are

Section 2 – Briefly outline why this funding is required?

	<p>some platforms available commercially that focus on the clinical skills in performing surgery – however, the focus in this context will be around the patient experience, and improving the learners exposure to critical events therefore developing those skills in a safe setting.</p> <p>The material created would be useful for students/new starters/overseas colleagues from across all disciplines to access prior to and during their clinical placement within the operating department. These material could also be accessed by those who do not have a clinical placement within the operating theatres but could be used to create an understanding of the patients pathway through the care delivered.</p> <p>The content created is envisaged to use our existing immersive headsets and mixed reality glasses – However, we aim to be accessible on all mobile devices in the long term through our on-line learning platform hosted by the hospital.</p> <p>By supporting learners in practice I hope that this project will be shared more widely within the operating department environment to enhance healthcare resources available in the South West region sharing through this Network and through links built with the local HEI currently preparing to take their first ever cohort nursing students.</p> <p>The Fellowship will be supervised by the Theatre team simulation lead.</p>
<p>Alignment to other strategies (including Information about how the project aligns with Trust and HEESWSN objectives (including the five HEESWSN workstreams):</p>	<p>This fellowship will support:</p> <ul style="list-style-type: none"> - A Multi-agency Virtual Simulation, Digital Technology and Innovative project, working in liaison with the TEL team and the AHP learning lead, content will also be accessible and pertinent to others in healthcare education as it will allow them to experience an integral part of a patient’s surgical journey. - The support the development of existing and new apprentices taken on in the Simulation Technician role, by providing a blend of clinical and technological support. - The development of a library of virtual Standardised Patients experiences undergoing surgical intervention – this will be through 360 point of view camera work, importation of 3d model assets (either anonymised for downloads or created using software) and HD recording.

For PIDS with a Total Value less than £10,000 please now complete **Section 3.**

For PIDS with a Total Value greater than £10,000 please now complete **Sections 4-8**

Section 3 – ** Only Complete for PIDs with a Total Value of less than £10,000 **		
High Level Costings Breakdown:	Milestones	Anticipated Cost
		£
		£
		£
		£
	TOTAL:	<u>£Total</u>
What will be measured or evidenced to demonstrate impact of this investment?		
How will this project be evaluated to understand the benefits realised from the investment?		

End of Part 1 (Brief PID)

Section 4 – How and what will be measured to demonstrate benefit / impact?

Please outline what **SMART** measures / KPIs you will use to monitor and assess the impact of this investment. (add additional rows if needed).

Provide Information for PID to be approved:			Provide Initial Information – then refine during Delivery of Project:				
Ref	Beneficiary(s) (Who will benefit from this project)	Benefit Type (How will people benefit from this project)	Benefit Classification	When do you expect to realise this benefit?	How will the anticipated benefit be measured?	What is the baseline for comparison?	What is the projected outcome / target?
1	Students of all kinds (AHP, nursing and medical)	People will be able to access innovative and relevant learning, away from infection risk or harms to patients	Quantifiable Benefits (but not monetisable)	Mixed	The creation and accessibility of digital content	None currently available	If a library of at least 8 patient journeys through the perioperative phase is available through the OWL platform by the end of the year.
2	Registrants of all kinds (AHP, nursing and medical)	People will be able to access innovative and relevant learning, away from infection risk or harms to patients	Quantifiable Benefits (but not monetisable)	Mixed	The creation and accessibility of digital content	None currently available	If a library of at least 8 patient journeys through the perioperative phase is available through the OWL platform by

							the end of the year.
3	The Surgical directorate	The creation of bespoke learning packages	Quantifiable Benefits (but not monetisable)	At project start (immediately)	Gaining technological expertise in the field of VR	No post currently available in a clinical setting	Content created, offering services to wider AHP/ nursing or medical student surgical journey project
4	All nursing, AHP, medical and healthcare science students	Enhanced learning opportunities while on placement, increased exposure to simulations to aid competency sign off	Qualitative Benefits (Unquantifiable)	Within 6 months of project start	Student feedback, simulation attendance figures, number of OWL content accesses	Existing student VR simulation attendance figures – 13 attendances over the past 6 months	Increase existing student simulation attendance by 50 Participants over the year

Section 5 – If the project will deliver Training Modules (upskilling), please complete the table below:

Course / Module Title	Training Provider	Accreditation Status	Start Date	End Date	Total Cost	Number Plan	Number Completed
		Choose an item.	Select date	Select date	£		
		Choose an item.	Select date	Select date	£		

Section 6 – What is the Plan to deliver this funding (milestones)?

Please list the milestones you plan to deliver with timescales and anticipated costs.

Please also note that evaluation is a mandatory final milestone.

PLAN				ACTUAL			
Milestones	Start Date	End Date	Anticipated Cost (£)	Expenditure (£)	Diff (£)	Forecast (£)	Status
1. Fellow appointment salary	04/10/2021	02/09/2022	£22,546£	£	£	£	Not yet started
2.	Select date	Select date	£	£	£	£	Not yet started
3.	Select date	Select date	£	£	£	£	Not yet started
4.	Select date	Select date	£	£	£	£	Not yet started
			£22,546£	£	£	£	

Section 7 - Project Evaluation – Dissemination – Sustainability

Description of how monthly progress review will be carried out	<p>There will be monthly review meetings with the Theatre simulation lead who is mentoring/project managing the activity. The level of support will vary according to the requirement of the learners including:</p> <ul style="list-style-type: none"> - Pre AHP/nursing staff - Medical students - Junior medical trainees
Provide a summary of the evaluation methodology that will be used to evaluate this project:	<p>Anonymised feedback e-forms (QR code) after each experience if the learners are already in healthcare education, This is a trust wide system that can be modified to both project specific and learner needs.</p> <p>The performance of the individuals will reflect the learning gained from the virtual experience. When the package goes wider than the roles immediate zone of influence the feedback forms shall continue – the simulations will be shared with the HEI/practice area should there be the opportunity to test in that environment.</p>

Will evaluation be internal or external? (If over 100K, external evaluation required)	Internal	Name of external organisation conducting the evaluation:	
Please provide details of how you will measure the impact:	Anonymous feedback will be an integral part of the process, there will also be physical sims that will re-inforce the learning package. This will provide an indication of the synthesis of the learning and its application in practice areas.		
How will the findings/successes/lessons learned from this project be shared?	The successes and pitfalls will be shared through (? Virtual) conferences when abstracts are accepted and then through publication through the Perioperative Practice Journal and the wider nursing/technological publications.		
How will the learning from this project / investment be continued over-time? (i.e. sustainable / business as usual / mainstream)	After the creation of the initial library, the knowledge gained during the fellowship can be applied to other projects to be added to that library and shared amongst other disciplines. This may take the guise of supporting students to create an immersive experience, or in response to a wider event/incident that needs to be shared wider through the hospital platform.		

Section 8 – What are the identified Risks to the delivery of the milestones (section 6), and the potential disbenefits from this project / investment succeeding and how will these be mitigated?

Definition: A risk is an event that has not yet occurred but will negatively impact delivery of the investment objectives.

Ref	Risk Description	Date Identified	Severity 1 (low) – 5 (high)	Likelihood	Total risk score Severity x likelihood	Mitigating action	Risk Status
1	Back into escalation and lockdown due to pandemic continuing	16/07/2021	5	2	10	Having learning created virtually for access will be hugely beneficial for the preparation of colleagues for the escalation of care. The risk will be the reduction in facilities to film and staff to	Open

						interact with the learning. Access to off site simulation facilities will be available to film interactions in some scenarios that are recovery/ward based	
2	Failure to recruit	23/07/2021	3	1	3	This post will be created from current simulation workforce	Open
3	Resistance from clinical teams to engage with simulated VR learning	23/07/2021	1	1	1	The clinical teams are already familiar and comfortable with in-situ simulated learning. We will educate teams on the benefits of VR simulated learning, providing opportunities to sample	Open
4	Logistical difficulties of engaging multiple teams from multiple locations	23/07/2021	1	1	1	With the use of video streaming via OWL we can engage learners across specialities without the need to travel. A library of 3d assets can be created relevant to different areas, making them recognisable and local.	Open

End of Part 1 (Full PID for larger investments)

PART 2 – Delivery - To be updated quarterly after PID Approval (During Project Delivery)

Section 9 – Progress against the Project Plan						
<i>Please provide the spend (£) for this quarter and assign a confidence delivery status. Where ‘Off track’ or ‘Off track – intervention required’ is selected, an action plan must be provided to improve progress and ensure delivery of this investment</i>						
Period Covered:	Please select	Spend to date:	£	Confidence Delivery Status:		Please select
Please review the following sections and tick when completed:		Section 4 – Benefits <input type="checkbox"/>	Section 5 – Upskilling <input type="checkbox"/>	Section 6 – Plan <input type="checkbox"/>	Section 7 – Evaluation <input type="checkbox"/>	Section 8 – Risk <input type="checkbox"/>
Progress Update:						
<ul style="list-style-type: none"> What have you achieved in this period? What has gone well / not well? What is the impact? What are you looking to achieve next period? 						
If ‘Off track’ Amber or Red, what SMART actions are required to improve progress and ensure delivery of this investment? Please note that this MUST be completed if the project status is Red or Amber.					Target Date	Select date

Name of Person Completing Update:		Role of Person Completing Update:		Completion Date	Select date
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PART 3 – Evaluation - To be completed after the Project Deliverables have been achieved.

Section 10 – Evaluation Evidence Checklist

Please tick to confirm each of the following has been completed and provide the date it was submitted to HEE SW PPMO along with the Name of the document which includes each section.

	Complete	Sent to PPMO	Document Name / Link
Has evidence of the evaluation including methodology, who completed, and data gathered been documented?	<input type="checkbox"/>	Select date	
Has work been completed to map the impacts of this project to anticipated and achieved benefits?	<input type="checkbox"/>	Select date	
Has work been completed to detail how this change will now be incorporated into Business as Usual?	<input type="checkbox"/>	Select date	

HEE SW PPMO Internal use only:

Date Evidence Received by HEE PPMO:	Select date	Evidence location(s):	
Date Project Closed:	Select date	Closed by:	

Change Control Record

Change Control <i>(add additional rows as required)</i>				
Section	What has been changed?	Date of change	Change made by	HEE Project Lead Approval (Date Approved)
		Select date		
		Select date		
		Select date		
		Select date		
		Select date		
		Select date		
		Select date		
		Select date		
		Select date		

Additional Application Questions:

Description of implementation methodology and timeline of the project	After testing of the 360 dementia piolet the fellow will first create 3d assets (from existing models used to print) and write scenarios for immersive POV filming (including branching scenarios). There will be an establishment of people happy to be actors in the creation of content and the fellow is expected to play a pivotal role in the direction and editing of the educational content.
Organisational resources to support project (Consider – mentoring arrangements, equipment, place of work, access to work computer)	Workspace and technology in place for the fellow to use, cameras (360), immersive headsets and XR glasses all
Brief outline of the support from the Organisation’s leadership and from the leadership of the proposed clinical implementation area (should include a letter of support from an Executive Sponsor)	The TEL lead, directorate lead, matrons and executive all support – emails received indicating this. There is a dedicated studio and office space available for the project. Formal letter not yet received (application submitted while on annual leave)
Outline of the chosen fellow, technician and/or other staff (Consider Level/grade, current role, background. Please provide details of their working week)	The fellow will work 2 days VR sim and 2 days conventional sim in the Operating department complex. Currently a band 6 with 2 years’ experience -dual qualified (ODP and RN) with a PGCE in Clinical ed. Currently undertaking Clinical education Masters
Details of named mentor for the Fellow with a summary of their	Mark Abou-Samra, Consultant anaesthetist & anaesthetic simulation lead for over 3 years

experience in simulation, quality improvement, human factors and patient safety	
Agreement that training on the iRIS platform will take place within 1 month of fellow/technician commencing post	Yes
Agreement that all documents, scenarios and training items used during the project will be placed on the iRIS platform	Yes
Agreement that contact will take place with the HEESWSN Network Liaison at least monthly	Yes
Agreement that quarterly progress reports will be filed with HEESWSN via the Network Liaison	Yes
Agreement that the fellow/technician and/or project lead will attend quarterly Network Meetings and other meetings for funded projects where possible	Yes
Agreement that the Fellow and Project lead will complete a detailed annual/end of project report and will present the project outcomes at the HEESWSN Simulation Network Conference (or other similar event)	Yes
Cost of project (staffing costs, other costs, total costs)	£22,546

END OF APPLICATION