

# How we can help with job planning

**Job planning is recognised as an important means of linking best use of resources with quality outcomes for patients and as a useful element in service redesign.**

We provide job planning advice and implementation support in phases, using a combination of engagement, analytics and research allowing us to:

- Assess and optimise your job planning systems and processes
- Review demand against contracted activity with gap analysis at granular level
- Develop improvement plans and model job plans
- Implement improved processes and provide an advisory service.

## Our approach

We can offer an end-to-end solution covering the following four aspects of our approach, or we can provide support with a particular element tailored to meet your specific needs.

**Diagnose:** Comprehensive review of job planning systems and processes through data analysis and stakeholder interviews, establishing a baseline of the medical establishment at divisional and service levels.

**Demand:** Assess current and future clinical demand using a bespoke dashboard. Analyse workforce data by role, grade, division and specialty, including weekly views of elective and non-elective direct clinical care programmed activities. Conduct gap analysis for a model state.

**Develop:** Create an improvement plan with prioritised interventions based on national guidance and good practice and develop model job plans aligned with demand forecasts, engaging stakeholders for validation and approval.

**Deploy:** Implement improved job planning process with engagement, policy development, training and resources toolkit. Identify and manage pilot and evaluation followed by full rollout ensuring sustainability through ongoing advisory support.



## Case study: Medical workforce transformation

Derbyshire Healthcare NHS

Foundation Trust commissioned us to develop an agile medical workforce and leadership. A diagnostic of the current medical workforce defined:

- the composition of the medical workforce
- existing structures and governance
- leadership capacity and capability
- support structures of medical staffing and administration support.

We reviewed the trust's workforce plan to incorporate the findings and actions. A workforce summit addressed top workforce risks and developed action plans. We also delivered a workshop on new roles and fully explored international recruitment to inform divisional workforce plans.

Our further recommendations were for collaborative working between medical staffing and medical education, alignment of resources to medical workforce priorities and improvements of the job planning processes and systems.



## Case study: Medical workforce diagnostics

London Northwest Hospitals

Trust tasked us with identifying consultant workforce gaps for transitioning to a 7-day service model. Collaborating with the medical directorate, we delivered:

1. A diagnostic review of divisional and service-level workforce data
2. Analysis of consultant job planning and delivered activity against job plans
3. A consultant workforce current model and gap analysis for 7-day coverage.

We developed a data dashboard integrating job planning (SARD) and ESR data to describe the workforce and contracted activity including all programmed activities by split of activity type. It had detailed views by role, division, specialty, and weekly activity. The dashboard also calculated workforce gaps in whole time equivalents and cost implications to both 6- and 7-day service provision.

Stakeholder interviews identified system and process improvements, culminating in a report with actionable recommendations for future effectiveness.

## Why choose NHS ML



### NHS expertise:

We are by the NHS, for the NHS, with extensive hands-on experience across trusts and systems.



### Collaborative and flexible:

We partner closely, adapting to meet your needs with a versatile, multi-disciplinary team.



### Efficient and impact-focused:

Committed to improving efficiency, supporting impact assessments, and creating business cases.



### Clear governance and accountability:

Transparent processes ensure strong governance and alignment with programme goals..



### Equality, diversity, Inclusion and staff excellence:

Dedicated to equality, diversity, and inclusion, with high NHS staff satisfaction scores year on year.

For more information on our products and services contact us today:

Email: [mlcsu.partnerships@nhs.net](mailto:mlcsu.partnerships@nhs.net)

[mlcsu.co.uk](http://mlcsu.co.uk)