

## **FACULTY OF HEALTH AND LIFE SCIENCES**

### **Service User and Caregiver Recruitment Advisory Group (SURAG) Meeting held by Zoom, 15 September 2021 at 1pm**

**Present:** Carolyn Mason(CM), Philippa Trehearne (PT), Mary Thewlis (MT). Rita Gregory (RG), Barbara Lyons (BL), Donald Ridley (DR), Kevin Cordingley (KC) Mr Hakeem (HY) Martin Berry (MBerry), Rob Crookston (RC) Shani Shamah (SS) Chris Wardley (CWar) Yvonne Gunn (YG), Chris Winpenny (CWin) Ros MacLeod Timms (RMT), Meg Barbour (MBar), Margaret Simpson (MS), Gihan Waniga-Sekera (GWS), Tony Meacock (TM), Barbara Jackson (BJ), Anna Thomas (AT), Jacqui Cook (JC) Una Rennard (UR)

#### **1. Apologies and Welcome**

Apologies from:

Pat Moss Durrant, Maria Afagh Clark, Kate Holder, Jenny Heather, Janet McIver, Jan Backhouse, Caroline Hardy, Carol McNally, Mark Williams, Jennifer Kirman, Juliet Bostwick, Rachel Skittrall, Samite Kirve, Katie Mills

#### **2. Notes of the Meeting held on Wednesday 2nd June 2021**

Confirmed as an accurate record.

#### **3. Matters arising from the notes.**

OT action has passed

6.1 Right to work in the UK documents:

Some concerns were raised about the need for data to be saved on the shared drive vs just shown.

Would National Insurance Number be valid alternative.

**Action: CM/PT to check with HR whether NI number sufficient**

#### **4. Admissions Update**

DR: Face to face interviews may return but format would need to be risk assessed for Covid-19 risk. DR to investigate further.

Likely to be a combination of Face to Face and Virtual, but hybrid may not be practical. **Action: DR to feed back to SURAG re University position on interviews**

Not all candidates will be interviewed - interviews reserved for those where a definite decision cannot be made from written responses.

Once given offers, students will be invited to an open day - where they can find out all about what the university can offer without the anxiety of being assessed.

All health care courses have recruited above target.

Not yet certain whether all international students will be taking up offers .

## **Paramedics:**

MBerry is now the proud father of baby Alice Grace - and will be taking shared parental leave from Jan - May. His role in admissions will be covered by another member of the team during that time.

**Action: MBerry to inform SURAG of cover arrangements when agreed**

Paramedic students must be able to drive in order to access all placement experiences and therefore MBerry will not offer the course to anybody who would not be able to drive to placement, as it would be setting them up to fail. Some applicants have been unable to take their driving test because of the pandemic and these students have not been accepted this year, but have been offered a place next year.

Virtual interviews: Would like to continue these, but maybe via googlemeet rather than zoom. Students gain more from open days if they are not linked to the interview. MBerry will give the interview questions to candidates before the interview to better assess the candidate's full potential and suitability for the course. Gives them the opportunity to research and reflect on the questions.

Some service users advocated group interviews. MBerry believes that some interpersonal skills assessed in group sessions could be taught during the course. We should not expect all candidates to already show all the characteristics of a health professional, as many skills can be developed over the course.

## **Adult Nursing:**

Biggest intake in 10 years. Expecting over 150 students. 100% increase in applications last year - 1200 applied.

Looking at effectiveness of interviews: 87% offered places after interview - so RC asks whether there is another way of identifying suitable applicants without the need for an interview?

Adult Nursing will adopt the method trialled by other courses whereby candidates are asked written questions looking at values. They will then be assessed as definite offers (no interview necessary), definitely unsuitable, or a middle group who will be offered interviews to determine their suitability. This should make the number of interviews more manageable for staff.

In addition regular open days will be offered for those with offers to look round and meet the faculty / students etc and ask questions in a more comfortable environment than at an interview.

RC would like to organise an audit day, where faculty members, service users and trust representatives can look at the applicants' responses to the written questions and check whether the marking criteria is working effectively at selecting the right candidates.

Matilda Andersson has left the post of administrator for adult nursing and returned to Sweden. She will be missed by service users and all who worked with her. **Action: PT to keep SURAG informed of new administrator**

## **Occupational Therapy**

KC: streamlining interview process . Looking for potential - and to screen out unsuitable candidates.

Looking for learning outcomes, values based, person centred and social care approaches Including written piece of work for both MSc and Msc students to get an idea of people's writing skills and thinking skills.

Will continue with group interviews and expect these to last 90 mins - 2 hours as before.

## **Physiotherapy**

MW had sent the following update to the group.

We are looking to continue our virtual interview days where we interview groups and ask group-based and individual-based questions.

We have had service users involved in this last year and will continue to do so. We ask service users to focus on several applicants and then discuss after the interview. Also we have a section after group interviews which is led by student guiders with detail on examples of teaching and learning and a Q&A, service users can be involved in this if they wish.

## **5.Update from the University**

Freshers week is currently happening with a mix of online and face to face events. Lectures are to be held face to face unless the group is over 50.

GW asked whether the university had installed ventilation or filtration measures to help reduce transmission.

CM: ventilation in Marston Road is only available through windows.

Rooms are now at pre-covid occupancy at university and people are encouraged to wear masks and windows are kept open.

Mixed picture across programmes regarding compliance with mask - wearing.

## **6.Service User Strategy**

This is being updated and when finalised will be circulated for service users to have an opportunity to review and comment on.

**ACTION: PT to circulate to service users when ready.**

**ACTION: Service users to read this and send any comments to PT to collate and feed back.**

## **7. Any other Business**

7.1 Age UK Oxfordshire are seeking their next chair. This will involve shadowing the current Chair, Davina Logan, for the first year and then being the Chair from November 2022.

More details about the role here:

<https://www.peridotpartners.co.uk/jobs/chair-age-uk-oxfordshire-and-action-for-carers-oxford>

[shire/](#) and

<https://www.peridotpartners.co.uk/jobs/chair-age-uk-oxfordshire-and-action-for-carers-oxfordshire/?apply>

7.2 UN Older People's Day is not going ahead at the Town Hall because it is not practical to comply with the Covid regulations.

Instead, Oxford Brookes Healthy Aging and Care Network are putting together 5 lunchtime programmes on Fridays in October to run to celebrate older people.

**ACTION: MS will circulate details via PT when she receives details of the programme.**

BJ: Concern that Service users may be discouraged from participating with the move away from face to face involvement and the reduction in contact with others.

MBar Outside social work interviews, the administrator gets the service users together for an online chat outside the work that is done, just to keep in contact, which is a positive experience.

**ACTION : PT to speak to Tracey Barrett , administrator for Social Work, and share ideas with other administrators.**

**8. Date of next meeting: Wed 1st Dec, 2021, 1-2 pm**