



# PA National Training Framework

A summary of the new resource for Employers and their PAs

Why was the Framework written?

The mission of the Framework is to help Employers train their staff, so that they can get the right support and meet their responsibilities. It is also to help PAs access learning and support so they can have a good relationship with their Employer.

Personal Assistants (PAs) are employed by people who need support to live the life they choose. They may be employed by the person who needs support themselves, or by someone else on the person's behalf, such as a family member.

The person employing the PA is responsible for making sure they have the information and support they need to be able to do their job – this includes training.



Until now, PAs have not had the same training opportunities as staff in social care, who may be employed by a council, a support provider or agency.

### What is the Framework trying to achieve?

The mission of the Framework is to help Employers train their staff, so that they can get the right support and meet their responsibilities. It is also to help PAs access learning and support so they can have a good relationship with their Employer.

The Framework is not about making training mandatory for PAs. Everything is optional, as Employers have a right to choose how they want to train their PAs.

The Framework respects the principles of the Independent Living Movement, which say that Employers must have choice and control. Employers, PAs and support organisations helped to write the Framework.

**There are 3 main objectives the Framework needs to meet to achieve its mission:**

1. PA Employers have a range of options to pay for training.
2. PA Employers have knowledge and confidence to carry out their training role.
3. Relevant training material is accessible to PA Employers and PAs.

Objectives 1 and 2 are mostly the responsibility of other groups and organisations who support Employers, like Social Work, Independent Support Organisations, Health and Social Care Partnerships and Disabled People's Organisations.

In the Framework we talk about how we will achieve objective 3. We have also broken objective 3 down in smaller steps.

### What is happening now?

By summer 2024 we want to make sure that:

## A. Employers have the information and resources they need

To help achieve this aim, we will:

Develop a PA induction and training resource pack PA Employers can use if they wish to develop their knowledge and confidence. It will have suggestions for training, and information on what an employer has to do by law. It will also talk about how to pay for training. The resource pack will have templates employers can use if they want to make their own training.

Promote the role of Centres for Inclusive Living, Disabled People's Organisations and Independent Support Organisations

Publish a training directory, listing relevant opportunities for PAs and Employers. It will be found in the PA Induction and Training resource pack, as part of the PA/PAE handbooks.

## B. Training is consistent in quality and content

To help achieve this aim, we will:

- Produce guidance for training topics and methods, for organisations that develop and deliver training.
- Promote three standards for training design and delivery: co-production, co-attendance and evaluation.

## C. New specific PA training is available that meets PA Employers' needs

To help achieve this aim we will:

Create two new online learning modules, by working together with PA Employers and PAs.

One will be an introduction module explaining what the role of PA is and what is unique about it. The other module will talk about how to have a good relationship with your employer. It will also discuss good communication, difficult conversations and healthy boundaries.

## D. Social care and PA training pathways are established

The Framework recognises that PAs may want to work in other social care roles, and that people working in other social care roles may want to become PAs. To help people move between roles, we have looked at what training they each can do. There are details of the options we explored in the full Framework document. The new modules, the PA induction and resource pack and the training directory will all be linked to from the PA and PA Employer handbooks.

### What will happen in the future?

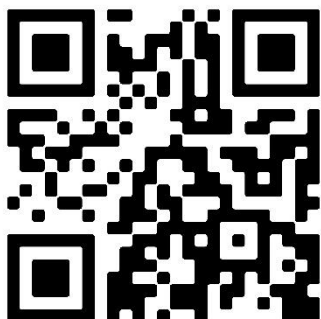
We believe that to support their PAs and carry out their role well employers will need:

- More options to pay for training courses, including a central fund
- More peer support and mentoring
- More training delivered by DPOs/CILs and ISOs.
- More courses specially designed for PAs and Employers.

In the future, if the funding allows, we would like to create:

- A PA qualification
- A full online training locator
- More resources to help employers in their role
- A full set of training standards.

The full Framework document is available at: <https://qrco.de/beuoB0> or you can scan the following QR code:



For questions or to find out more, please email [info@sdsscotland.org.uk](mailto:info@sdsscotland.org.uk)

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