

Take your career further...

Supports the
NHS Primary
Care Manager
career
development
framework.



The Level 5 Operations Manager Apprenticeship
Fully funded at £9,000.00 per learner

A unique **new** programme for London Practices incorporating:

- The ILM Level 5 Operations Managers Apprenticeship
- Shared learning resources with the Londonwide LMC's General Practice Management (GPM) programme



Londonwide LMCs

The professional voice of London general practice



Find out more!
NO OBLIGATION Q & A
sessions on Wednesday 12th
Feb 2025 at 12-1pm and
3-4pm.
[Click here to register](#)

Level 5 Operations Manager Apprenticeship 100% Government Funded @ £9,000.00 per learner



Programme content

• **Apprenticeship Induction:**

Safeguarding (online via self-certification), Learning & Study Skills, Initial CPD, Writing skills for assignments, Making a business case

• **Understanding change,**

Using data analysis.

• **Implementing change,**

Decision taking, Sustainability

• **Leadership, Team building & Motivation**

• **Prioritisation**

Time Management & Delegation

• **Marketing & Continuous Improvement**

• **Operational & project management,**

Cost benefit analysis & risk

• **Budget Management:**

Business Continuity

• **Practice finance** (plus Londonwide LMCs GPM taught session)

• **Managing stakeholder Relationships 1:**

Partnership & Collaboration,

Influencing and Negotiating

• **Managing stakeholder relationships 2:**

Interpersonal skills, Conflict management

• **Workforce planning and development:**

Employment Law Equality, diversity & inclusion

• **Managing performance:**

Appraisal coaching, mentoring,

Discipline/Grievance

• **Gateway preparation:**

Final Review of CPD Plan , Project Guidance

Presentation Guidance

• **End Point Assessment by ILM**

Londonwide LMCs GPM online content

This will be available to Apprentices throughout

the programme for key elements of General

Practice and Primary Care Specific Knowledge

outside the Apprenticeship Syllabus.

This programme is designed for aspiring, new or experienced managers in General Practice and Primary Care who need to acquire, develop, or improve their knowledge and skills in order to take on new responsibilities or advance their careers.

The programme will be delivered via live online tutor led workshops and incorporates access to Londonwide LMCs Practice Finance taught day which is run by experienced practice manager trainers and 11 online units which are part of the well-established GPM Training Programme. These elements make the apprenticeship focused on general practice. A fully funded apprenticeship worth up to £9,000 is available for this qualification.

Cherith Simmons is a leading edge training provider with multiple accreditations and is rated 'Good' by Ofsted.

Programme length and assessments

This is a 16 day programme delivered over 15 months which covers every aspect of the management role in Primary Care including planning and strategy.

It incorporates all the areas required by the NHS Primary Care manager career development framework

Short written assessments throughout the programme focus on each aspect of the syllabus and a final Project focusses on significant improvements to be carried out in the learner's organisation. A Continuing Professional Development (CPD) also forms part of the assessment.

Full learner support

We offer a full support package including study skills, comprehensive learning materials available 24/7, a dedicated Client Service Manager as a first point of contact throughout your programme, quarterly individual progress meetings with your lead tutor and an online learner support forum.

Fees and funding.



The programme is fully funded through the Apprenticeship Levy. We are being supported by WorkWhile who are the Londonwide Apprenticeship Funding brokers established by the Mayor of London's Office. Workwhile redistribute unused Levy funds from large organisations to ensure smaller organisations receive 100% funding rather than 95%. Cherith Simmons will manage the funding process with WorkWhile for apprentices and their practices/organisations.

Next steps

To find out more simply click on the link below to register for our free no obligation Question and Answer session.

[Click here to register](#)



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