

Our Ref: PW/AKB/FOI/0324/776

Stafford Education & Enterprise Park  
Weston Road  
Stafford  
ST18 0BF

10<sup>th</sup> April 2024

Telephone: 0300 123 1461

Sent by email

Dear

**FOI-0324-776**

**Your request for information under the Freedom of Information Act 2000**

Thank you for your request for information received on the 18<sup>th</sup> March 2024. We can confirm that the Staffordshire and Stoke-on-Trent Integrated Care Board can provide the following information.

An anonymised copy of this response will be made publicly available on the ICB website.

Please see our responses in blue below:

**I would like to request the following information as part of the Freedom of Information Act:**

- 1. Any employer/GP practice 'scope of practice for nursing associates policy' or similar title. This is a document that outlines what tasks nursing associates are permitted to carry out and in what circumstances.**
- 2. Some employers do not hold these types of policy. If you do not, we would like to see example job descriptions for nursing associates.**

Please be advised that the ICB do not hold this information. As the ICB is not a provider of care, it does not employ nursing associates directly. Any such policy would sit with the organisations in our health & care system that provide care to patients. If nursing associates are employed by General Practices or Primary Care Networks those organisations will hold any policies or job descriptions.

We would refer you to information on NHS Health Education England who provide information for frontline staff e.g. 'what's a nursing associate'.

**[What's a nursing associate - Leaflet.pdf \(hee.nhs.uk\)](#)**

What can they do? Nursing associates can work across a range of health and social care settings. They contribute to the planning, delivery and evaluation of care as part of the nursing team. The NMC has developed and published standards of proficiency for nursing associates. These standards provide a clear picture of what nursing associates know and can do when they join the register. However, their exact responsibilities will be determined by the employer, depending on where they

work. [Standards of proficiency for registered nursing associates - The Nursing and Midwifery Council \(nmc.org.uk\)](#)

Should you require any further information or clarification regarding this response please do not hesitate to contact us. If you are dissatisfied with the response, you are entitled to request an internal review which should be formally requested in writing and must be within two calendar months from the date this response was issued.

**To request an internal review**

You can request an internal review by contacting the Staffordshire and Stoke-on-Trent Integrated Care Board FOI team by emailing the team at [StaffsStokeFOI@staffsstoke.icb.nhs.uk](mailto:StaffsStokeFOI@staffsstoke.icb.nhs.uk) or by post to the address at the top of this letter.

If you are not content with the outcome of your internal review, you may apply directly to the Information Commissioner's Office (ICO) for a decision. Generally, the ICO cannot make a decision unless you have exhausted the Staffordshire and Stoke-on-Trent Integrated Care Board's FOI complaints procedure.

The ICO can be contacted at:

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF

[www.ico.gov.uk](http://www.ico.gov.uk)

Yours sincerely

**Paul Winter**  
**Associate Director of Corporate Governance**