

Dear All

NHS Knowledge and Skills Framework Monitoring Return March 2007

As you will be aware KSF monitoring data is currently returned quarterly by SHAs to NHS Employers for submission to the NHS Staff Council, in order to comply with the equality monitoring requirements set out in the Agenda for Change Agreement. Guidance on this is attached for reference.

The collection period for the next set of KSF data is the 1st January to 31st March 2007, and the final date for return is the 20th April 2007. I have attached the current monitoring spreadsheet, which consists of two sheets for completion, one for implementation data, and one for gateway outcomes.

I would be grateful if you would arrange for the appropriate sections of the spreadsheet for your SHA to be completed and returned to Gill Rose, KSF Project Manager, NHS Employers by 20th April 2007. Please ensure that the subject line of your return email contains the words 'KSF Monitoring March 2007', and the name of your organisation.

This request has been copied to Workforce Leads in each of the SHAs and to all those who have previously completed these returns, but I am aware that due to reconfiguration some of these people may no longer be in post. It would therefore be helpful if you would forward this on if appropriate to the person with KSF responsibility for your area.

Please do not hesitate to contact me or Gill Rose should you require any further information.

Kind regards

Claire Bringham.
For Gill Rose, NHS Employers