

FACT SHEET TEN

What does the Central Contribution cover?

Being part of the DAFNE Collaborative ultimately means that DAFNE centres are provided with off the peg access to a high-quality, structured education programme which fully meets the NICE criteria.

The Central DAFNE office, staffed by the Central DAFNE team, provides the organisational infrastructure for the national DAFNE programme. It ensures that the NICE criteria are met, the highest standards are maintained and that the programme is continually improved and developed through continued research and review.

Although the national DAFNE programme is embedded in the NHS, the Department of Health does not provide any funding for the national DAFNE programme. Each DAFNE centre is required to pay an annual contribution to the national DAFNE programme to continue their involvement with the DAFNE Collaborative. The annual central contribution currently stands at £3,650 per centre and is the only guaranteed income for the central team to provide this infrastructure, aspects of which are outlined in this document.

Table 1: Estimated breakdown for each £3,650 centre contribution

Item	Approximate % of contribution used
Central DAFNE salaries	60%
Organising / provision of meetings	13%
Resource production, printing and distribution	13%
Hosting costs to Northumbria Healthcare Trust	5%
Communications	4%
Centre Audits	3%
Audit database	2%

Each £3,650 contributes proportionately to the running costs outlined in Table 1 below.

The remainder of this document provides more detail about each of the items in Table 1 below.

1. Central DAFNE salaries:

Around 60% of each contribution goes towards covering the Central DAFNE team salaries and back pay to DAFNE services who release their staff to perform the work of the DAFNE Educator Group.

- ✓ National Director (1.0 wte)
- ✓ National Administrator (1.0 wte)
- ✓ 2 x Administration Assistants
1 x 1.0 wte and 1 x 0.8 wte)
- ✓ Database Manager (0.5 wte)
- ✓ Chair of Educator Group
(0.5 wte secondment)
- ✓ Educator Group back payment to services (0.15 wte)

The Central DAFNE team are responsible for providing the infrastructure for the national programme as detailed in the rest of this document. In addition they are responsible for the annual provision of healthcare professional training programmes related to DAFNE, including:

- ✓ DAFNE Educator Programme (DEP):
4 to 6 programmes training up to 96 new educators
- ✓ DAFNE Doctor Programme (DDP): 2 to 4 programmes training up to 56 new doctors
- ✓ DAFNE Advisor Programme -
Level 1: 1 to 2 programmes training up to 32 Level 1 Advisors
- ✓ DAFNE QA/Peer Reviewer training: 1 to 2 programmes providing 32 training places

The Educator Group are responsible for the update of all teaching resources and training programmes, running Regional Educator Networks and developing and facilitating development / best practice workshops.

Table 2: Outline of working group meeting activity

Group	No. of Members	Number of meetings annually
Executive Group	Max. 16	3 x 1-day business meetings plus 1 x 1-day strategic meeting
Educator Group	Max. 16	4 x 1-day
Research Group	Max. 20	3 x 1-day
Clinical & Research Database Group	Max. 16	3 x 1-day
DAFNE User Action Group	Max. 26	3 x 1-day

Table 3: Outline of best practice and update meetings provided for the Collaborative

Meeting / Workshop	No. of Delegates	Number provided annually
DAFNE QA workshop	16 per workshop – open to all DAFNE centres	1 to 2 x 1-day
7 x Regional DAFNE Educator Network meetings	1 representative from each DAFNE centre within each network	2 x 1-day for each of the 7 networks
Best Practice Workshop	1 representative from each DAFNE centre	1 x ½-day or 1-day depending upon topic
Annual Collaborative	2 representatives from each DAFNE centre	1 x 1-day
DAFNE User Action Group	Max. 26	3 x 1-day

2. Organising / provision of meetings and HCP training programmes

The working groups listed in Table 2 (previous page) each have delegated responsibility for the continued development and improvement of the DAFNE programme. The national programme funds these meetings organised by the Central DAFNE team, who are also responsible for the production and circulation of the minutes, ensuring that action points and work streams generated from these meetings are completed and implemented, providing any necessary administration and project management required.

In addition to the working groups above the central team organise the meetings / workshops listed in Table 3 above, which enable the sharing of best practice

and provision of audit and research updates to DAFNE centres within the Collaborative. These meetings and workshops are provided free of charge; and in the case of the regional network meetings delegate travel is organised and paid for by the Central DAFNE team.

Around 13% of each contribution goes towards meeting costs.

3. Resource production, printing and distribution costs

The Central DAFNE team are responsible for progressing work streams between meetings; for example, updating healthcare professional and patient training materials, organising healthcare professional training programmes and the provision of training

materials for both healthcare professionals and patients. They update and quality control all printed documentation and materials, proof reading, arranging printing, storage and distribution of resources.

Around 13% of each contribution goes towards resource production, printing and distribution costs.

4. Hosting costs

The Central DAFNE team is hosted by Northumbria Healthcare Foundation Trust which provides accommodation, finance, purchasing and Human Resource services for an annual fee.

Around 5% of each contribution goes towards hosting costs.

5. Raising Awareness / Communications

The Central DAFNE team are responsible for co-ordinating communications for the DAFNE Collaborative via:

- ✓ Exhibiting at national / international conferences.
- ✓ Provision of speakers at national events.
- ✓ Assisting in the preparation and publication of DAFNE abstracts, posters, papers.
- ✓ Provision of information to PCTs, potential new centres.
- ✓ Maintenance of DAFNE website.
- ✓ Support for DAFNE user website (dafneonline).
- ✓ Supporting international DAFNE community (Australia, New Zealand, Kuwait).

Around 4% of each contribution goes towards communication costs.

6. Organising 3-yearly external audits

Central DAFNE organise between 19 and 28 external audit visits each year in addition to the preparation and distribution of individual audit reports. Around 3% of each contribution goes towards audit costs.

7. DAFNE Audit Database

Central DAFNE is responsible for the provision and development of the national DAFNE database (hosted and developed by external company). Around 2% of each contribution goes towards database hosting and development costs.

DAFNE Online is an independent community of DAFNE Graduates, Health Care Professionals, Management and friends and family of those with Type 1 diabetes. Please visit the website to find out more.

www.DAFNEonline.co.uk

For the latest information about DAFNE please check the website or email:

dafne@northumbria-healthcare.nhs.uk

www.DAFNE.uk.com