

CONTEXT

The meeting theme was ‘What does it mean to be digitally capable?’ Digital technology and particularly digital tools are enablers. People remain at the centre. This meeting aimed to define what it means to be digitally capable. Identification of support needs, how to improve capabilities, increase curiosity and enthusiasm for learning were also discussed. The findings are summarised into recommendations for the Digital Capabilities Board. The Digital Capabilities Network Summary Report from 02 May 2024 and other Network information can be found at [Digital Healthcare Scotland](#).

DIGITAL CAPABILITY: The Network agreed that digital capability across health and care is defined as: *The digital skills, knowledge and behaviours everyone needs to do their job and deliver safe and good quality care and support.*

RECOMMENDATIONS FOR THE BOARD

- 1. The workforce needs to adapt to the needs of the population and their expectations.**
Organisations must support and encourage staff to take responsibility for their own learning allowing the room to innovate and suggest new ways of doing things. This enables the conversion of skills into positive outcomes.
- 2. With workforce at the centre, positive outcomes are created by engaging in the use of effective technology.** Organisations need to provide a user design approach for staff to ensure they have access to test areas to learn and use any new technologies as part of the rollout.
- 3. Leaders need to visibly promote continuous learning.** Organisations must prioritise and invest in the workforce by providing staff with dedicated time and space for continuous digital skills learning?
- 4. The appropriate use of technology enables efficiency and savings in care delivery.**
Organisations must ensure they are maximising the use and potential of existing technology and digital tools to use them to their full potential. E.g. M365 functionality.

BREAK OUT ROOMS

- ❖ **Session 1** (20 minutes)
Topic – What does it mean to be digitally capable?
- ❖ **Session 2** (20 minutes)
Topic – How do you maintain curiosity and enthusiasm for learning?
- ❖ **Session 3** (20 minutes)
Topic – What support do you need to improve your digital capability?

THEME SUGGESTIONS FOR FUTURE MEETINGS

- How to make time for digital learning.
- Recognition of digital skills as part of National occupations standards and professional qualifications.
- digital skills as part of appraisal processes and personal development.
- Planning for digital transformation/change management.
- Talent pipeline: what skills should we be learning and recruiting to create a sustainable rate of change?

NEXT MEETING

The next meeting will be on **Thursday 22 August 2.00 pm – 4.00 pm**. An invitation will be circulated via existing communication channels.