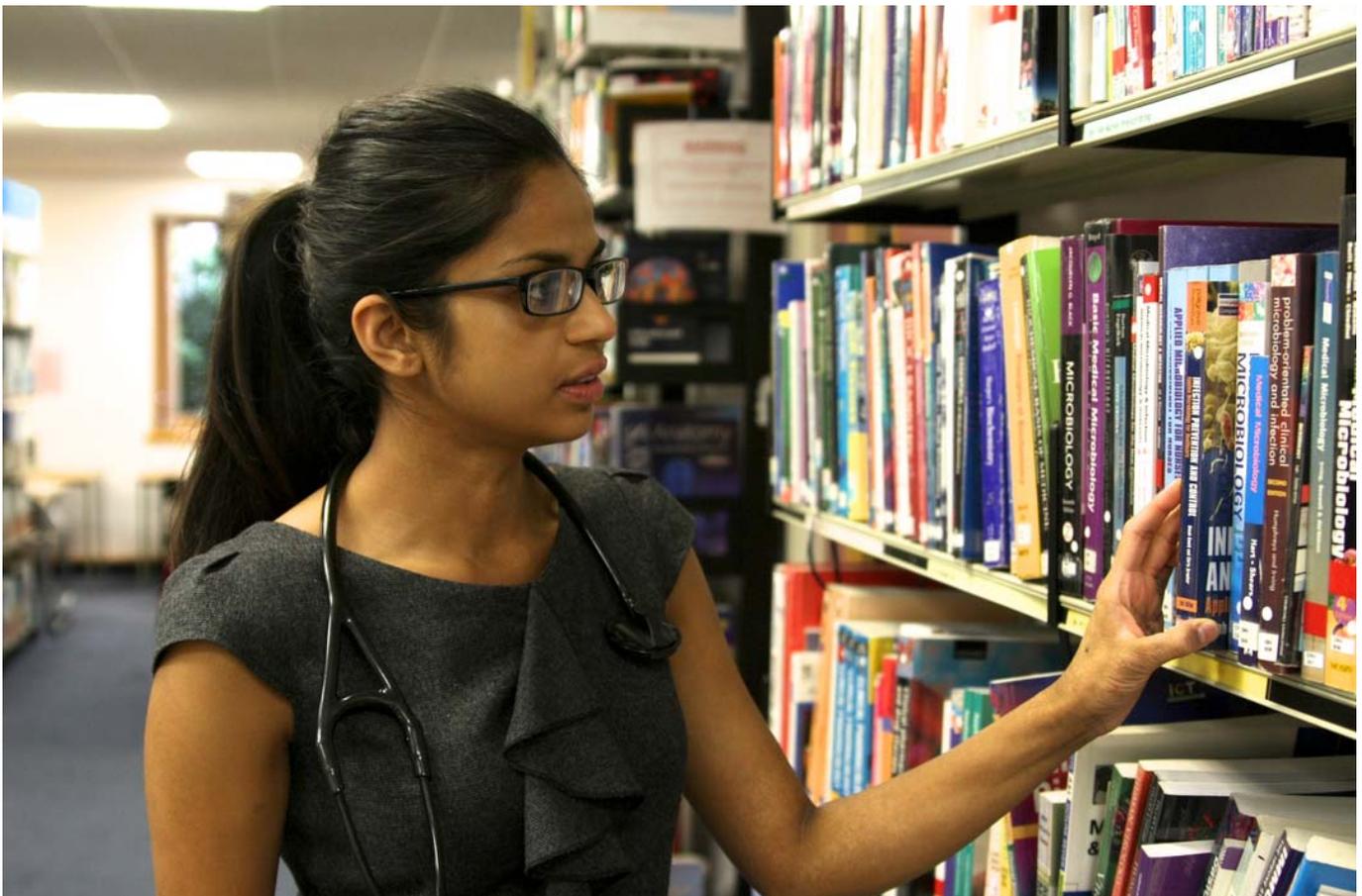


# North Central & East London Foundation School Prospectus

Programmes Commencing in August 2020



Developing people  
for health and  
healthcare

[www.hee.nhs.uk](http://www.hee.nhs.uk)

# Introduction

## Welcome

The North Central and East London (NCEL) Foundation School covers a diverse cultural and socio-economic area from Hampstead and Barnet in the west to Romford, Essex in the east. There are posts in 11 acute hospitals (7 NHS Trusts) and 4 mental health Trusts giving a range of opportunities for training.

This prospectus should provide you with all the information you require when considering foundation training in north central and east London

We hope you find it useful.

Additional information is on our website:  
[lonkssfoundation.hee.nhs.uk/ncelfs](http://lonkssfoundation.hee.nhs.uk/ncelfs)

## NCELFS Team

### Director

Dr Keren Davies



Keren Davies qualified from Leeds University Medical School in 1981. She was a Consultant Geriatrician at Barts Health for 25 years with a strong interest in post graduate education. She has held a number of posts in postgraduate education including Clinical tutor, Royal College tutor, Training Programme Director for core medical training and lead Training programme Director for Geriatric medicine. She took up the post of training programme director Foundation training in 2007 before being appointed as Foundation Director for NETFS and subsequently, following the merger of schools in north central and east London, Director of the combined school.

### Deputy Director

Dr Celia Bielawski



Dr Celia Bielawski trained at Kings College Hospital Medical School and works as a consultant geriatrician and physician at Whittington Hospital.

At Whittington she has held various education roles, including undergraduate sub dean, Foundation Training Programme director and Director of Postgraduate Medical Education.

As well as being Deputy Director of North Central & East London Foundation School, appointed August 2018, she is a censor at The Royal College of Physicians.

Deputy Director  
Dr Nick Rollitt



Nick Rollitt qualified from The London Hospital and did his post graduate training in Essex and South West London where he gained his CCT in Geriatric and General Medicine. He has been a consultant at the North Middlesex Hospital since 2007.

He has been an active member of the post graduate faculty at the North Mid and has served as foundation Training Programme Director, Director of Post Graduate Medical Education and Guardian of Safe Working Hours. He was appointed as Deputy Director of the Foundation School in May 2019.

# NCELFS contact details

## Health Education Team

### NCELFS staff structure

Dr Keren Davies  
Dr Celia Bielawski  
Dr Nick Rollitt

Foundation School Director  
Deputy Foundation School Director  
Deputy Foundation School Director

**Telephone:** 020 7866 3216

### The Foundation Team

Matthew King – Senior Delivery Manager  
Stuart Morris – Operations Manager

Alice Frenken – Officer (Focusing on North London Trusts)  
Ralph De Ley – Officer (Focusing on KSS Trusts)  
Richard Geddes – Officer (Focusing on South London Trusts)

Andrew Goodhand – Senior Administrator

David Jarvis – Administrator  
Hannah Bailey-Moses – Administrator  
Molly Norton-Bragg – Administrator  
Paige Arnold – Administrator

Sarah Tubb – Apprentice Administrator

### Contact Details

Health Education England  
Stewart House  
32 Russell Square  
London  
WC1B 5DN

**Telephone:** 020 7866 3216

Trust and Trainee enquiries need to be submitted via the London and South East PGMDE Support Portal (PSP):

[lasepgmdesupport.hee.nhs.uk/support/home](https://lasepgmdesupport.hee.nhs.uk/support/home)

## What is a foundation school?

Foundation training is a two-year programme acting as the bridge between undergraduate medical education and further training to become a general practitioner or specialist. Foundation schools oversee the training of the foundation doctors (FDs) in that school.

They bring together local medical schools, local education and training boards (LETBs), trusts and other organisations involved in training doctors.

[www.foundationprogramme.nhs.uk](http://www.foundationprogramme.nhs.uk)

## The UK Foundation Programme Office (UKFPO)

The UK Foundation Programme Office provides a central information point for medical schools, foundation schools, foundation doctors and the faculty involved in foundation training.

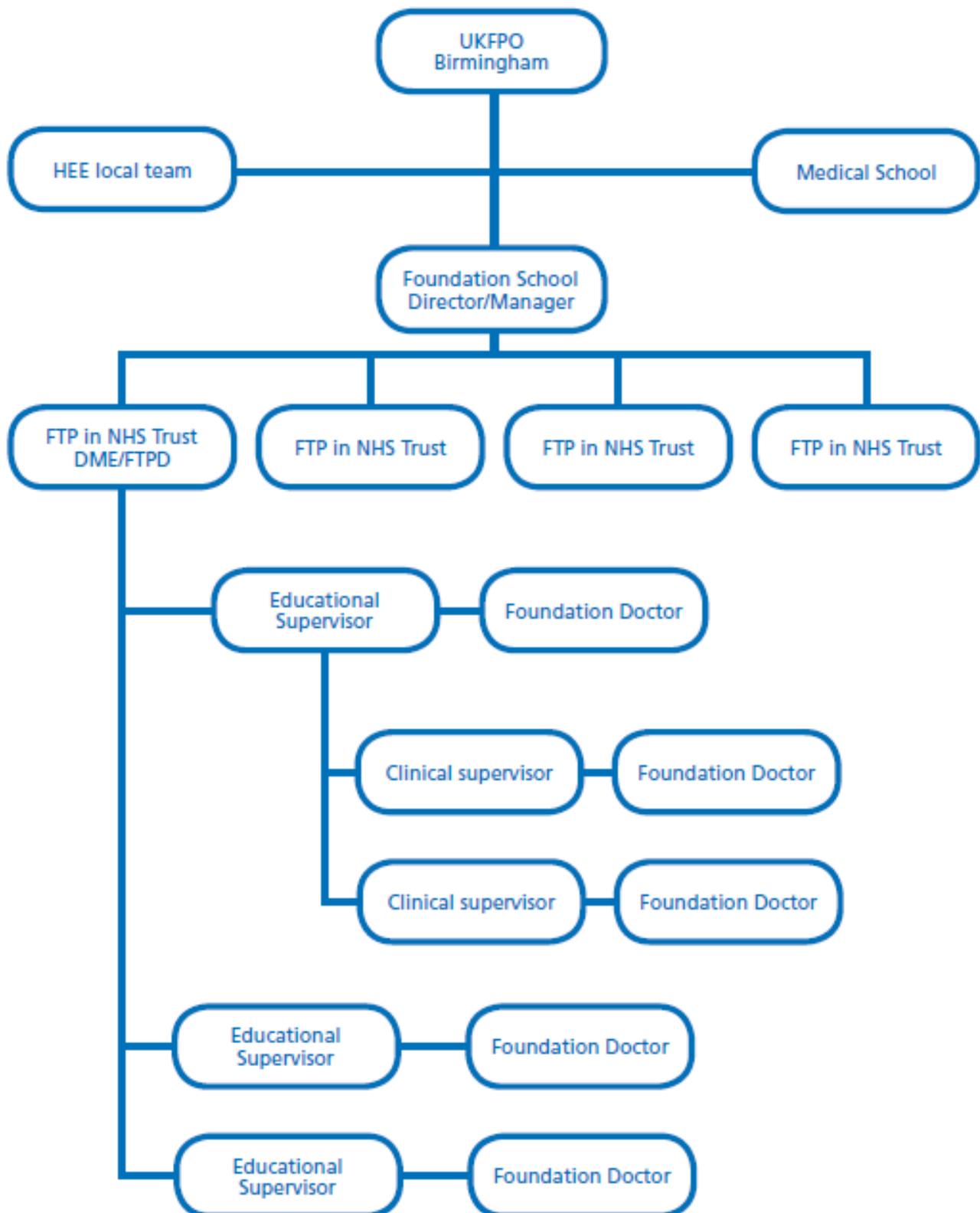
The aim of the UKFPO is to develop and promote innovative training methods, such as e-learning and the electronic portfolio, as well as to develop and administer the recruitment and programme allocation system throughout England, Northern Ireland, Wales and Scotland.

# Structure of foundation training

FTP = Foundation training

DME = Director of Medical Education

FTPD = Foundation Training Programme Director



# Overview of NCELFS

## Applying for foundation training

The national eligibility criteria and person specification together with a detailed applicant guide is available to download from:

<http://www.foundationprogramme.nhs.uk>

## Allocation to programmes within NCELFS

When applicants are allocated to NCEL Foundation school they need to preference the programmes offered.

There is a programme fair held annually when Trust's medical education teams and trainee representatives attend. The trusts each have a stall and are able to give information about the trust services and what they can provide for education and training while answering any questions.

The national F1 allocation system informs trainees which school they have been allocated to and the fair is held in good time to allow applicants to preference their programmes.

## Purpose of the Foundation Programme

The foundation programme is part of the continuum of medical education. It is the only point in medical training which is common to all United Kingdom medical students and doctors and bridges the 'gap' between undergraduate medical training and hospital or general practice specialty training.

The foundation programme aims to ensure that all doctors deliver safe and effective patient care in accordance with GMC guidance. During the programme, FDs work in a supportive environment where they are properly managed and supervised enabling them to learn through service delivery whilst ensuring that patients are not put at risk.

FDs practise within their own level of competence and are provided with adequate supervision and feedback to reach higher levels of competence and to acquire new competences. The foundation programme builds on and develops the responsibilities of clinical professionalism.

Satisfactory progress indicates that a doctor is moving towards independent practice.

Throughout medical school and foundation training, students and graduates should draw upon career information and guidance and reflect on their abilities, interests, opportunities and service needs to make more informed choices about their future career. Refer to the Career Management section in the Reference Guide and to

[www.healthcareers.nhs.uk](http://www.healthcareers.nhs.uk)

## The foundation programme aims to:

Build on undergraduate education by imbuing recently graduated doctors with the attributes of professionalism, and the primacy of patient welfare, which are required to provide for safe and effective practice and the care of patients with acute and long-term conditions

Provide deliberately generic training ensuring that FDs develop and demonstrate a range of essential clinical skills that are required of all doctors regardless of specialty

Provide the opportunity to begin to develop leadership, team working and supervisory skills in order to deliver care in the setting of a contemporary multidisciplinary team and to begin to make independent clinical decisions with appropriate supervision.

Provide opportunities for foundation doctors to experience a variety of career options in order to inform career choice and ensure that whatever career path is subsequently entered, all FDs have experienced the provision of medical care in both hospital and community settings.

## Outcomes of foundation training

Foundation Year 1 enables medical graduates to begin to take supervised responsibility for patient care and consolidate the skills learned at medical school. Satisfactory completion of F1 allows the relevant university, or their designated representative in a postgraduate local education and training board (LETB) or foundation school, to recommend to the GMC that the FD be granted full registration.

Foundation year 2 doctors remain under clinical supervision (as do all doctors in training) but take on increasing responsibility for patient care. In particular, they begin to make management decisions as part of their progress towards independent practice. F2 doctors further develop their core generic skills and contribute more to the education and training of allied healthcare professionals, medical students and less experienced doctors. At the end of F2 they will have begun to demonstrate clinical effectiveness, leadership and the decision-making responsibilities that are essential for hospital and general practice specialty training. Satisfactory completion of F2 leads to the award of a Foundation Programme Certificate of Completion (FPCC) which indicates that the doctor is ready to enter a core, specialty or general practice training programme.

# Broadening the Foundation Programme (BTFP)

Broadening the Foundation Programme (2014) emerged in response to recommendations in the following reports: Professor John Collins' Foundation for Excellence Report, Francis Report, Keogh Review and Berwick Review.

It addressed the need for newly qualified doctors to be able to respond to the evolving needs of the 'whole patient' and to be able to develop their capabilities across a range of settings.

The report put forward recommendations including:

- FDs should not rotate through a placement in the same specialty or specialty grouping more than once, unless this is required to enable them to meet the outcomes set out in the curriculum.
- All FDs should undertake a community placement or an integrated placement from August 2017.

Also included was a previous target to increase the numbers of psychiatry posts to 7.5% of F1 and 7.5% of F2 posts, so that 45% of FDs have a psychiatry placement.

Since 2017, FDs now undertake a minimum of one community or integrated placement during their two-year foundation programme. This is to ensure that they receive a wider experience of working in community settings such as general practice, community psychiatry or community paediatrics to obtain a broader understanding of community care and the whole patient journey. Delivering this programme necessitated changes in training delivery structures. Some specialties such as surgery experienced a reduction in posts while others such as psychiatry see an increase.

There has been an increase in community posts.

## Community Placements

There are excellent learning opportunities for FDs to gain experience of general practice and community work. All of our clinical supervisors have been trained to support the needs of FDs and have developed a range of additional learning opportunities.

Previous FDs have commented positively on the different opportunities available in general practice, such as being able to follow a patient's care pathway and having autonomy to work and make decisions, with of course the full support and guidance of a qualified GP. They are included in all aspects of general practice from audits to clinical practice meetings and social activities. FDs are a fully integrated member of the practice but work in a supernumerary capacity. Previous FDs have been able to experience not just a GP surgery but other areas such as palliative care and clinical commissioning groups.

## Dr Toolbox

NCELFS supports the Dr Toolbox website, created and run by junior doctors to provide up-to date local information such as reference and handover guides, essential telephone and bleep numbers etc. The site has been created to help doctors to collate local hospital knowledge and pass it to their successors, so that they can 'hit the ground running', thereby improving efficiency and patient safety. The Doctor Toolbox hub is available at [www.dr-toolbox.com](http://www.dr-toolbox.com) and can be downloaded as an app.

Dr Toolbox is always looking for enthusiastic editors to update/maintain the site. Becoming a Toolbox editor means taking an important role in a national patient safety project. It provides significant opportunity to undertake a quality improvement project as well as developing leadership skills.

A representative from Dr Toolbox will be available at the NCELFS programme fair for further information and queries.

## Safe prescribing

Many risks to patient safety and a quarter of litigation claims in the NHS stem from medication errors. In order to address this NCELFS has introduced both a FD prescribing assessment on local systems and an e-learning tool – standard computerised revalidation instrument for prescribing and therapeutics (SCRIPT). Both F1s and F2s are required to complete a specific number of SCRIPT modules as prescribed by their trust. Further details are available at

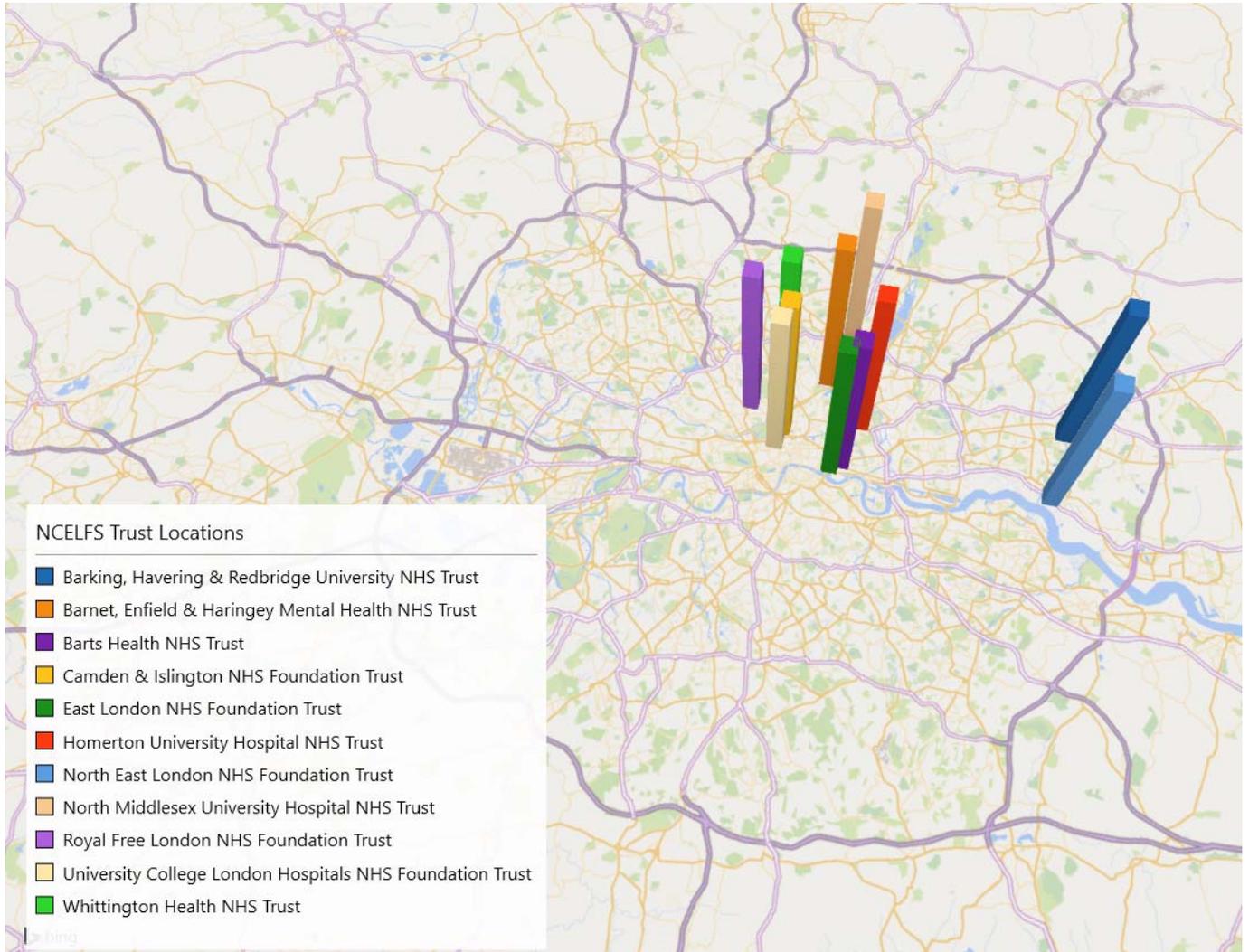
<http://lonkssfoundation.hee.nhs.uk/safe-prescribing>

## Doctors with disabilities

NCELFS wishes to support FDs with disabilities which may affect their training, for example by facilitating reasonable adjustments to training programmes.

Additional careers support can also be arranged where appropriate. FDs are welcome to make an appointment to see one of the directors in confidence to discuss their training further.

# Map showing location of trusts affiliated to NCELFS



# List of trusts affiliated to NCELFS

## Acute Trusts

### Barts Health NHS Trust:

[www.bartshealth.nhs.uk](http://www.bartshealth.nhs.uk)

- Mile End Hospital
- Newham University Hospital
- St Bartholomew's Hospital
- The Royal London Hospital
- Whipps Cross Hospital

### Barking, Havering & Redbridge University NHS Trust:

[www.bhrhospitals.nhs.uk](http://www.bhrhospitals.nhs.uk)

- King George Hospital
- Queen's Hospital

### Homerton University Hospital NHS Trust:

[www.homerton.nhs.uk](http://www.homerton.nhs.uk)

- Homerton University Hospital

### North Middlesex University Hospital NHS Trust:

[www.northmid.nhs.uk](http://www.northmid.nhs.uk)

- North Middlesex University Hospital

### Royal Free London NHS Foundation Trust:

[www.royalfree.nhs.uk](http://www.royalfree.nhs.uk)

- Barnet Hospital
- Chase Farm Hospital
- Royal Free Hospital

### University College London Hospitals NHS Foundation Trust:

[www.uclh.nhs.uk](http://www.uclh.nhs.uk)

- University College London Hospital

### Whittington Health NHS Trust

[www.whittington.nhs.uk](http://www.whittington.nhs.uk)

- The Whittington Hospital

## Community Trusts

### Barnet, Enfield & Haringey Mental Health NHS Trust:

[www.beh-mht.nhs.uk](http://www.beh-mht.nhs.uk)

- Chase Farm Hospital
- St Ann's Hospital

### Camden & Islington NHS Foundation Trust:

[www.candi.nhs.uk](http://www.candi.nhs.uk)

- Highgate Acute Mental Health Centre
- St Pancras Hospital

### East London NHS Foundation Trust:

[www.elft.nhs.uk](http://www.elft.nhs.uk)

- Mile End Hospital
- Newham Centre For Mental Health

### North East London NHS Foundation Trust:

[www.nelft.nhs.uk](http://www.nelft.nhs.uk)

- Goodmayes Hospital

## Glossary of trust staff

Your training within trusts is provided by a number of people, some based in a postgraduate or education centre. Their contact details will be included in trust induction packs, but a summary of their roles is given below.

### Director of medical education (DME)

The director of medical education is a consultant in the trust and works for the LETB as well as the hospital. They have managerial responsibility for medical education. They work closely with the clinical tutor/s and MEMs and can also be approached for formal and informal advice.

### Clinical tutor (CT)

The clinical tutor is a consultant in the trust who is responsible for organising trust induction and general educational programmes. If you have any problems with educational matters or supervision you can take them to the clinical tutor. They can also help you deal with any problems concerning your career, as they have wide experience and specialist contacts.

### College tutor (specialty programme director)

The college tutor is a consultant with particular responsibility for training in a specialty. They usually organise departmental teaching programmes, and can be asked for advice about the specialty, including careers.

### Foundation training programme director (FTPD)

The FTPD oversees the training of 20- 40 FDs, and organises their teaching programmes. They meet with new F1 doctors during their first attachment. In some trusts the foundation and clinical tutors are the same.

### Educational supervisor

This may be the clinical supervisor for your first attachment or for another attachment depending on local arrangements. They have a particular responsibility for your education through the whole year. You will meet them at regular intervals and they should generally be the first port of call for any concerns you may have about your training.

### Clinical supervisor

The clinical supervisor is normally the consultant you are working for in each attachment, and is responsible for your teaching and supervision. You should have regular meetings with them during your attachment.

### Medical education manager (MEM)

The medical education manager runs the postgraduate centre and administers the induction and educational programmes. They work closely with medical staffing and the clinical tutor. They are readily available for general advice and will be on hand to help you adapt to your new way of life in the Trust.

# Foundation key documents

## Curriculum

The Foundation Programme Curriculum sets out the framework for educational progression that will support the first two years of professional development following graduation from medical school.

The curriculum builds on the competences, attitudes and behaviours acquired during undergraduate training.

The foundation programme curriculum is available to download from

[www.foundationprogramme.nhs.uk](http://www.foundationprogramme.nhs.uk)

## Reference guide

The Reference Guide provides guidance to LETBs and foundation schools about the structures and systems required to support the delivery of the curriculum.

It is a companion document to the FP curriculum and should be used in conjunction with it.

The reference guide is available to download from [www.foundationprogramme.nhs.uk](http://www.foundationprogramme.nhs.uk)

## Horus e-Portfolio

FDs within NCELFS now use the UK Horus ePortfolio system developed by the HEE North West local team. F1s are issued with a user name and password on entry to NCELFS. The e-portfolio is a record of an FD's progress and development through the foundation years. Evidence of achievement of outcomes and increasingly sophisticated performance will be recorded in the e-portfolio. The completed e-portfolio contributes to the end of year report. Elements of the e-portfolio may also be used in specialty interviews by FDs to demonstrate competence and highlight achievements.

See [lonkssfoundation.hee.nhs.uk/horus](http://lonkssfoundation.hee.nhs.uk/horus) for further details.

# Information about your training

## Training vs employment (inc banding & EWTR)

Although NCELFS oversees foundation training, NHS trusts are the employing healthcare organisations responsible for all contractual issues including:

- Pay
- Rotas
- Accommodation

## Information on new contract

The new junior doctors' contract came into effect on 3 August 2016, so all doctors entering F1 training now start on this contract.

New F1 pay scale 27,146 (2017 figure). Additional supplements are payable for working on-call rotas and there is also a weekend allowance.

Further information is available on:

[www.nhsemployers.org](http://www.nhsemployers.org)

The new contract also includes new features, including work scheduling and exception reporting. Work schedules provide information about the range and pattern of duties expected, as well as intended learning outcomes, and are personalised once you are in post following discussion with your supervisor.

Exception reports enable you to raise issues if you feel that your work schedule does not reflect the reality of the post as regards service or training. Each trust also has a guardian of safe working hours. This is a senior appointment made jointly by the employer and junior doctors. The role of the guardian is to ensure that issues of compliance with safe working hours are addressed.

## Deferring the start of foundation training

An applicant who has been accepted onto the Foundation Programme may only defer the start date of their training for a statutory reason (e.g. maternity leave, sickness).

Wherever possible, applicants are asked to give their foundation school as much notice as possible of the need to defer the start date. This may allow the foundation school to offer the foundation placement to someone else.

## Time limit on provisional registration

From 1 April 2015, the length of time doctors will be allowed to hold provisional registration is limited to a maximum of three years and 30 days (1125 days in total). After this provisional registration will expire.

For further information visit [www.gmc-uk.org](http://www.gmc-uk.org)

## Shadowing

It is a mandatory requirement for those entering the foundation programme to undertake a paid period of four days' shadowing and induction with their first F1 employer immediately before the start of their employment. This provides incoming F1s with an opportunity to work closely with the F1 doctor who is in the post that they will take up and to familiarise themselves with the department and hospital settings before starting their post.

The shadowing placement should be paid on an unbanded F1 basic pay basis.

An F1s first day of work will be the first Wednesday of August however we suggest that FDs keep the 10 days before available for induction and shadowing as starting dates can vary between trusts.

## Extended induction

NCELFS provides non-UK graduates and those who qualified more than 2-years before commencing F1 with the opportunity to undertake an additional 3-weeks of extended induction/shadowing in order to familiarise them with the NHS in advance of formally commencing F1.

Invitations to attend extended induction are sent out shortly after allocation to programmes.

## STEP (Supporting Trainees Entering Practice)

See: [lonkssfoundation.hee.nhs.uk/step](http://lonkssfoundation.hee.nhs.uk/step)

All NCELFS FDs are required to complete a transfer of information questionnaire before the beginning of both their F1 and F2 years. The STEP (previously known as TOI) process is supportive and designed to allow FDs to highlight to their training programme director (FTPD) issues that might be relevant to their training, such as academic, health, social or psychological difficulties.

It is strongly recommended that the F1 form should be completed with the help and support of medical school advisors/tutors or another appropriate medical school member of staff, and the F2 form with the FD's F1 FTPD.

A medical school clinical advisor or official must countersign the F1 form and the F1 FTPD the F2 form.

## Travel and relocation expenses

The reimbursement of travel and relocation expenses is administered by the HEE London and South East team. Full details are available at: [www.lpmde.ac.uk/training-programme/training-matters/relocation-and-excess-travel-claims](http://www.lpmde.ac.uk/training-programme/training-matters/relocation-and-excess-travel-claims)

## General practice (GP) location and travel allowances

Usually FDs are allocated to a practice within the area served by their current trust, but occasionally, they may need to be placed in another trust's area. Some trusts do cover a wide area and so FDs may be expected to travel a reasonable distance from home or the trust to the placement.

During the FDs' time in GP it is not essential for them to do any out of hours working, although they may well be asked to carry out home visits. In most cases this will be alongside the clinical supervisor.

## Tasters

Tasters provide an opportunity to experience a specialty not included in a two-year foundation programme, and thereby develop understanding of that specialty to inform career choices. Tasters can also benefit those who have already made career decisions as it suggests to employers that they are dedicated and committed to their chosen specialty. We encourage all FDs to arrange a taster during their first F2 rotation so that they have completed it before the recruitment process to specialty training programmes which usually starts in November of the F2 year. It is also possible for FDs to "borrow" up to 5

days of their F2 study leave to use for a taster during the second half of their F1 year.

## Careers

Good quality careers information and advice can be invaluable in enabling doctors to make informed, pragmatic and realistic choices throughout their careers.

Within NCELFS, trusts provide workshops to introduce FDs to career planning tools, linked into a four-stage career planning framework:

- **Stage 1:** self-assessment e.g. skills, interests, values
- **Stage 2:** career exploration e.g. how to research different career options
- **Stage 3:** decision making e.g. look at how you have made decisions
- **Stage 4:** implementation e.g. application forms, CVs and interview preparation

For specific one-to-one advice the first point of contact for foundation doctors is their educational supervisor. Educational supervisors are able to call on other resources both locally from the trust and from the local HEE office.

A careers lead is also available in each trust.

What you choose for the next stage of your career should be a personal decision, but you should ensure that you plan your approach and investigate career options fully before deciding.

The NHS national careers website is available at [www.healthcareers.nhs.uk](http://www.healthcareers.nhs.uk). It contains information on all specialties including workforce statistics, real-life stories, videos and podcasts and interactive tools to support career planning.

## Supervised learning events (SLEs)

Supervised learning events are an important opportunity for learning and reflection on practice and are a crucial component of the curriculum. FDs must demonstrate engagement with this process. This means undertaking an appropriate range and number of SLEs and documenting them in the e-portfolio. The clinical supervisor's end of placement report draws on the evidence of the FD's engagement in the SLE process. Full participation with reflective practice is the best way to demonstrate progression towards the outcomes expected of the programme, and the competences specified in the curriculum.

## Purpose of SLEs

The purpose of SLEs is:

- To highlight achievements and areas of excellence
- To provide immediate feedback and suggest areas for further development.

## SLE methodology

SLEs are designed to help foundation doctors develop their clinical and professional practice. FDs are expected to demonstrate improvement and progression during each attachment and, therefore, should arrange for SLEs to be evenly spread throughout each placement. Improvement in clinical practice results from regular SLEs leading to constructive feedback and subsequent review of progression.

- SLEs use the following tools:
  - Mini-clinical evaluation exercise (mini-CEX)
  - Case based discussion (CBD)
  - Direct observation of procedural skills (DOPS)
  - Developing the clinical teacher

FDs should usually agree the timing and the clinical case/problem with their trainer, unscheduled interactions are also encouraged. The SLE should be used to stimulate immediate feedback and to provide a basis for discussion with the clinical and/or educational supervisor. A different teacher/trainer should be used for each SLE wherever possible, including at least one consultant or GP per four-month placement. The SLE must cover a spread of different clinical problems, sampling from acute care, management of long-term conditions, psychiatric care etc. (categories listed in syllabus and competences). Teachers/trainers should have sufficient experience of the area under consideration, typically at least higher specialty training (with variations between specialties); this is particularly important for case-based discussions.

## Educational and development tools

### Supervised learning events with direct observation of doctor/patient encounter

Two tools can be used to give feedback after observation of doctor/patient encounters:

- Mini-clinical evaluation exercise (mini-CEX)
- Direct observation of procedural skills (DOPS).

FDs are required to undertake a minimum of nine directly observed encounters per annum in both F1 and in F2. At least six of these encounters, each year, should use mini-CEX. FDs are encouraged to do many more than this minimum.

### Mini-clinical evaluation exercise (mini-CEX)

This is an SLE of a clinical encounter.

- FDs should complete a minimum of six mini-CEX in F1 and another six in F2. These should be spaced out during the year with at least two

mini-CEX completed in each four-month period

- There is no maximum number of mini-CEX and good trainees will often achieve very high numbers of SLEs, recognising the benefit they derive from them.

### i) Direct observation of procedural skills (DOPS)

This is a structured checklist for giving feedback on the FDs interaction with the patient when performing a practical procedure.

- FDs may submit up to three DOPS as part of the minimum requirements for evidence of observed doctor-patient encounters
- Different assessors should be used for each encounter wherever possible
- Each DOPS could represent a different procedure and may be specific to the specialty (NB: DOPS may not be relevant in all placements)

• Although DOPS was developed to assess procedural skills, its purpose in foundation is to give feedback on the doctor/patient interaction  
**Supervised learning events which take place remote from the patient**

### ii) Case-based discussion (CBD)

This is a structured discussion of clinical cases managed by the FD. Its strength is investigation of and feedback on clinical reasoning.

- A minimum of six CBDs should be completed each year with at least two CBDs undertaken in any four-month period
- Different teachers/trainers should be used for each CBD wherever possible
- There is no maximum number of CBDs and FDs will often achieve very high numbers of them.

### iii) Developing the clinical teacher

This is a tool to aid the development of a FDs skill in teaching and/or making a presentation and should be performed at least once a year. The FD will be encouraged to demonstrate skills in preparation and scene-setting, delivery of material, subject knowledge and ability to answer questions, learner-centredness and overall interaction with the group.

## Assessment

Several forms of assessment are used:

### iv) Core procedures

The GMC requires demonstration of competence in a series of procedures in order for a provisionally registered doctor with a license to practise to be eligible for full registration. These must be recorded and signed off in the core procedures section of the e-portfolio. The core procedures from F1 do not need to be repeated in F2, but evidence for ARCP is required for successful completion of the foundation programme.

It should also be recognised that with practice

the FD is expected to improve their skills in those procedures which they perform.

**v) Multi-source feedback**

Team assessment of behaviour (TAB) (previously described as 360-degree assessment)

- This comprises collated views from a range of co-workers. It is mapped to a self-assessment tool with identical domains
- MSF should usually take place at least once a year. LETBs have the option of increasing the frequency
- It is suggested that both F1 and F2 TAB be taken in the first four months of the year's training. If there is a risk of 'rater fatigue', i.e. overburdening a small number of colleagues, then F2 TAB could be undertaken in the second four months of training. If there are significant concerns about any FD, TAB should be repeated in the last four months of training
- For each assessment, the FD should nominate 15 raters. A minimum of 10 returns are required. The required mix of raters/assessors must include at least:

**vi) Three doctors more senior than F2 at least two consultants or trained GPs**

- 2 senior nurses (band 5 or above)
- 2 allied health professionals

Other team members including ward clerks, secretaries and auxiliary staff.

**vii) Placement supervision group**

PSG feedback (from usually 2-3 senior colleagues) should be gathered for **at least one placement** for each FD during each 12-month (pro-rata) rotation

FDs must learn to receive positive feedback and also, how to accept constructive criticism aimed at targeting future development.

Towards the end of both the F1 and F2 years, the local foundation training programme director, under the guidance of the foundation school, convenes an Annual Review of Competence Progression (ARCP) panel to review the progress of all FDs in their programme.

## Self-assessment

FDs have a personal responsibility to make self-assessment an integral part of their professional life. It is good educational practice for this to be stated clearly and discussed fully during induction.

FDs, with the support of their supervisor(s), are responsible for arranging appraisals, having the outcomes recorded and documenting ways to improve.

## Feedback and debriefing

Feedback is a key component of the interactions between supervisors and FDs. Giving and receiving feedback and engaging in constructive conversations about learning, successes, difficulties and progress are all part of an effective professional learning environment.

Improvement in clinical practice will only happen if regular review of that practice leads to constructive feedback. As indicated above, unscheduled SLEs are a good opportunity for immediate feedback.

This is particularly true of mini-CEX and DOPS which may be opportunistic. It is essential that trainers provide, and FDs receive, structured feedback.

## Annual review of competence progression (ARCP)

The ARCP provides a formal process for reviewing FDs' progress which uses the evidence gathered by them and supplied by their supervisors which is usually contained within the foundation e-portfolio. The ARCP is not an additional method of assessment.

The ARCP fulfils the following functions:

- To document the judgement about whether a FD has met the requirements and has provided documentary support for the satisfactory completion of F1/F2
- To document recommendations about further training and support where the requirements have not been met.

Full details of the process will be provided during the F1 year.

The requirements for successful completion of ARCP within NCELFS are higher than the minimum requirements specified within the FP reference guide.

Details of all requirements to achieve a satisfactory ARCP outcome are provided to FDs during their annual induction to NCELFS. Copies of the slides and an ARCP checklist are available at [lonkssfoundation.hee.nhs.uk/ncelfs\\_induction](http://lonkssfoundation.hee.nhs.uk/ncelfs_induction)

## Special circumstances

A few F1 doctors have significant special circumstances. Provided they meet one of the nationally agreed criteria NCELFS will endeavour to allocate such doctors to a trust within a reasonable commuting distance (90 mins). NCELFS is, however, unable to guarantee that this will be possible. FDs with special circumstances approved for their F1 year must reapply for F2.

NCELFS can only consider applications from F1 doctors for allocation on the grounds of special circumstances if they can demonstrate that they meet at least one of the following:

### Criterion 1:

The applicant is a parent or legal guardian of a child or children under the age of 18, who reside primarily with you and for whom you have significant caring responsibilities.

### Criterion 2:

The applicant is the primary carer for someone who is disabled (as defined by the Equality Act 2010).

### Criterion 3:

The applicant has a medical condition or disability for which ongoing follow up for the condition in the specified location is an absolute requirement.

### Criterion 4:

If you consider that there are particular unique circumstances that require you to be in a

particular environment whilst you undertake your Foundation Programme, you can apply for Special Circumstances under this criterion.

## Training support

If an FD feels that s/he is struggling/experiencing difficulties s/he should contact their foundation training programme director as soon as possible so that appropriate support/advice can be provided. FDs may also self-refer to the Practitioner Health Programme (PHP), a free, confidential service, for additional support. See [www.php.nhs.uk](http://www.php.nhs.uk).

Trust foundation faculty groups meet on a regular basis and will update the NCELFS director on any FDs experiencing difficulties, so that additional support can be considered.

## Inter foundation school transfers (IFST)

Transfers normally take place at the start of the F2 year. Arrangements for IFSTs must be agreed between foundation school directors on the basis of individual FD requirements if there are special circumstances.

Transfers will take place only if:

- there are places available in the receiving foundation school
- the applicant has jointly satisfied both foundation schools that there are special circumstances for doing so

Guidance notes and an application form are available on the UKFPO website

[www.foundationprogramme.nhs.uk](http://www.foundationprogramme.nhs.uk)

## Less than full time training (LTFT)

*also known as flexible training*

Less than full time training is available to doctors and dentists in training who are unable to work full-time for "well founded individual reasons" (European Union Council Directive 93/16-/EEC 1993).

FDs requiring LTFT Training must compete for entry into foundation training on an equal basis with other applicants, i.e. in open competition.

FDs also need to achieve the competences as well as the equivalent of two years whole time experience to meet the UK requirements for all foundation trainees.

Slot-sharing is usually the most effective means of meeting educational needs and must be explored before alternative options are considered. In slot-sharing two FDs share one full-time post and the out-of-hours is managed between them.

Each doctor is paid as an individual trainee. LTFT FDs must work a minimum of 50% to ensure educational approval. It may be possible for NCELFS

to review other applications in order to identify a potential slot-share partner.

Once successfully allocated to NCELFS, applicants considering applying for LTFT should contact one of the NCELFS managers via London and South East PGMDE Support Portal

[lasepgmdesupport.hee.nhs.uk/support/home](https://lasepgmdesupport.hee.nhs.uk/support/home)

in the first instance so that they can provide appropriate information/advice.

Details of the LTFT arrangements can be found at the link below.

[lasepgmdesupport.hee.nhs.uk/support/home](https://lasepgmdesupport.hee.nhs.uk/support/home)

## Time out of foundation programme (TOFP)

NCELFS will consider requests for time out of the foundation programme (TOFP) in accordance with the 'Time out of foundation programme (TOFP)' entry contained within the foundation programme reference guide.

## Leaving the foundation programme early

The foundation programme is both time and competency based. If you wish to leave before the official end date of your F1 or F2 programme in order to take up other employment opportunities, you will not be signed off as having met foundation training requirements.

In addition, you must give adequate notice to your employing trust. Failure to do so, could have implications for patient safety and could therefore, lead to a referral to the General Medical Council (GMC).

## Revalidation

Revalidation is the process by which licensed by doctors are required to demonstrate on a regular basis that they are up to date and fit to practise. Revalidation aims to give extra confidence to patients that their doctor is being regularly checked by their employer and the GMC. Licenced doctors have to revalidate, usually every five years, by having regular appraisals with their employer that are based on the GMC's core guidance for doctors, good medical practice. For FD's, the revalidation process will be incorporated within the ARCP process. For all NCELFS trainees (including those in South London trusts).

- Designated body = HEE, KSS local team
- Responsible officer – Postgraduate Dean
- For further information see

[www.gmc-uk.org/doctors/revalidation.asp](http://www.gmc-uk.org/doctors/revalidation.asp)

## Communications

### NCELFS website

[lonkssfoundation.hee.nhs.uk/NCELFS](https://lonkssfoundation.hee.nhs.uk/NCELFS)

NCELFS is committed to fairness and transparency. Our policies – for example for flexible training, maternity leave etc. – are set out on the NCELFS website and if you have any queries, it is worth looking through these first, as well as the national information on the UKFPO website

[www.foundationprogramme.nhs.uk/pages/home](https://www.foundationprogramme.nhs.uk/pages/home). If not, one of our managers will be happy to advise you please email the London and South East PGMDE Support Portal <https://lasepgmdesupport.hee.nhs.uk/support/home> Email

Although doctors are given email addresses by their trusts, audits have shown that doctors in training often do not use them, and have to discontinue them anyway when they move on. Hotmail and other accounts are not always secure or spam-free and are often changed, so it is very difficult to keep an up to date email list for hundreds of doctors. In addition, their spam filters may block emails from NCELFS or specialty recruitment.

It is important for NCELFS to be able to email FD's to provide information about specialty training applications, GMC registrations etc.

Currently doctors.net is the default email address for correspondence unless you choose to use another email address, please ensure that it can receive messages from NCELFS.

## Foundation doctor Representation

NCELFS is keen to ensure that the views of FD's are adequately represented at relevant local/national meetings. During July, FD's are invited to express their interest in being a representative on various committees/groups by submitting a 100-word statement explaining why they wish to take part and how they would ensure that they represented the views of their peers. A list of FD representatives and guidance for medical student and FD representatives is available at

[lonkssfoundation.hee.nhs.uk/NCELFS-fd-representatives](https://lonkssfoundation.hee.nhs.uk/NCELFS-fd-representatives)

# Appendix A1:

## Acute Trusts Affiliated to NCELFS

# Barking, Havering and Redbridge University Hospitals NHS Trust

## Trust contact details

Queen's Hospital, Rom Valley Way, Romford  
RM7 0AG

King George Hospital, Barley Ln, Goodmayes, Ilford  
IG3 8YB  
01708 435000

## Foundation training programme directors

Dr Peter Walker - [peter.walker9@nhs.net](mailto:peter.walker9@nhs.net)  
Dr Edel Casey - [edel.casey1@nhs.net](mailto:edel.casey1@nhs.net)

## Facilities - Postgraduate Centre (Location and resources)

The Medical Education Department is located in The Education Centre's across both sites. The Education Centre at Queen's Hospital is based on the Ground Floor, Neutral Zone. It is open from 7.30am – 5.30pm Monday to Friday.

A bistro is located in the Education Centre where you can access computers, eat your lunch before your study day or purchase refreshments from a vending machine. The James Fawcett Education Centre at King George Hospital is based on the first floor, Block 1, opposite the restaurant. This is open from 8am – 4pm Monday to Friday. Both Education Centre's are equipped with audio visual equipment, teleconferencing and display upcoming internal and external courses.

You will have access to our fantastic library services which includes borrowing medical and fictional books and the use of computers as well as printing and scanning facilities. You can also gain 24 hours access to the library by purchasing a membership card which is refundable when swipe card is returned.

## Facilities - Accommodation (Info about pricing, location etc)

**SWAN HOUSING, ROMFORD** Swan Housing, which is approx. 5 minutes from the hospital, has 369 units of accommodation within walking distance of Romford Town Centre.

The accommodation is fully furnished and ranges from studio and one bed flats to shared (bedsit) accommodation.

For more details including costs, please call **01277 844733** or **01277 314359**

**KING GEORGE HOSPITAL L&Q** offer accommodation for our staff at King George Hospital and have a range of 2,3,4-bedroom apartments available. For more details including costs, please call **0208 853 6937**.

## Social activities

Social activities are arranged by the Doctors Mess Committee. Events have included regular nights out and an annual summer ball. Foundation trainees have the opportunity to be involved in the Doctors Mess, full details will be given during induction. King George and Queen's Hospital's Charity fund projects, host stalls and events in the hospitals as well as arrange fundraising events such as quiz nights and the charity ball.

## Library facilities

There is a library available to use at both Education Centre where you will have access to our fantastic library services which includes borrowing medical and fictional books and the use of computers as well as printing and scanning facilities. You can also gain 24 hours access to the library by purchasing a membership card which is refundable when swipe card is returned.

## I.T facilities

Computers are accessible across the Trust including in the bistro, in the Library within the Education Centre at Queens Hospital and in the computer room located in the James Fawcett Education Centre, King George Hospital. There are also computers available in the doctors mess and on most wards.

## Other facilities (recreational or otherwise)

The Occupational and Health department offer lots of services and activities to keep staff members physically and emotionally fit, happy and healthy at work. Services and activities include Health Assured – Employee Assistance Programme, Physiotherapy,

Chiropody, Acupuncture, Complimentary Therapies such as massages, reflexology and beauty treatments as well as fitness classes such as Full Body workout, Aerobics, Pilates, LBT and Yoga.

## Transport links

**Queens Hospital** There is a bus station within the grounds of Queen's Hospital. Buses 5, 128, 175, 193, 365, 496, 498 and 499 all come into the hospital grounds. Buses 103 and 174 serve Oldchurch Road, which is a 5-minute walk from the hospital. Bus 294 serves South Street, which is a 10-minute walk from the hospital. Pedestrian access is either via Rom Valley Way or Oldchurch Rise. If you are travelling to Queen's Hospital by train, the closest station is Romford, which is part of TFL Rail. The journey from London Liverpool Street to Romford station is approx. 26 minutes. The hospital is a 10 minute walk away. Buses 128, 175, 193, 365 and 496 run between the hospital and the station.

### King George Hospital

The buses 173, 362, EL3 and 396 all serve King George Hospital. Buses 66 and 296 serves Eastern Avenue and bus stop 'Barley Lane' is a 10-minute walk from the hospital with a footpath directly into the back of the hospital. If you are travelling to King George Hospital by train, the closest station is Goodmayes. The journey from London Liverpool Street to Goodmayes Station is approx. 18 minutes. The station is a 20 minute walk from the hospital. The EL3 bus is on the opposite side of the road from the station and comes into the hospital. If you are travelling by tube, the nearest station is Newbury Park (Central line) which is a 25-minute walk from the hospital. The 396 bus drives directly into the hospital or you can get buses 66 or 296.

## Local amenities/attractions

You can find Costa Coffee in the main atria of both King George and Queen's hospitals. Both hospitals serve hot food, cold food and drink in the restaurants. King George Hospital - The Autograph Restaurant is located on the first floor in block 1 - open daily from 7am to 7.30pm. A self-service Starbuck's Coffee station is also located in the restaurant. Queen's Hospital restaurant is located in the main atrium - open daily from 7am to 11pm - eateries include Subway and Yard Bird. Convenience stores are available at both sites.

**King George Hospital** - League of Friends is located in the main atrium and is open from 8.30am to 5pm weekdays and 1pm to 5pm weekends. As the shop is staffed by volunteers, opening times may vary.

**Queen's Hospital** - Go Shop is located in the main atrium and is open from 7am to 8pm. There is also a Fruit Stall outside the main entrance at Queens Hospital. Vending machines are located in various

areas at both hospitals. We have cash machines in the atria of both hospitals. Free Wi-Fi. Browse the internet, manage emails, and use social media on our Free Wi-Fi - 'NHS Wi-Fi'. Recycling. Our Trust is committed to sustainability, reducing our impact and carbon emissions on the surrounding environment. To support this, we have the following facilities in place: Mixed recycling bins with clear bags, a battery recycling bin by reception desks in both hospitals, Green Machine - the reverse vending machine for recycling plastic bottles and drinks cans. Romford Town Centre is a 10 minute walk from Queen's hospital. Romford Town Centre is a vibrant shopping, business, leisure and entertainment centre where you will find over 400 shops, restaurants and café's located across the town.

## Parking arrangements

Our Car-parking team have introduced a points-based criteria and the use of car park is under constant review. Points are awarded for the type of role you have, your commute to work by public transport and the hours you do. This gives priority to those with the longest commute, cross-site and shift workers. Peak and Off-Peak Permits are available at Queens Hospital and King George Hospital as well as additional permits off site in nearby car parks in Romford Town Centre.

## Accolades/achievements of the trust

We would like to welcome you to Barking, Havering & Redbridge University Hospital NHS Trust, one of the largest NHS Trust within the UK, serving a population of approximately 750,000 from a wide range of social and ethnic groups. With 6,500 staff and volunteers working at our Trust, we have a real sense of community and togetherness. BHRUT provides in-patients services across two sites: Queen's Hospital, Romford and King George Hospital, Ilford. Queen's Hospital, which opened in December 2006 has 950 beds, whilst King George Hospital which opened in 1994 has 450 beds. There is a distance of 5 miles between the two hospitals where a shuttle bus service is provided. The Trust provides leading services in Cancer, Neurosciences, Trauma and Cardiology to name but a few and is equipped with state of the art ITU, NICU and Operating Theatre complexes. Additionally, we provide several clinics and services run peripherally within the locality such as GU Medicine and Breast Screening. We operate two Emergency Departments, one at each of our hospitals, and offer a full range of local hospital services. In addition, we are proud to boast a regional neuroscience centre, renowned as a centre of excellence; a cancer centre; and a Hyper Acute Stroke Unit at Queen's Hospital to provide specialist care. We have secured a place on a ground-breaking scheme to transform the care we provide for patients - the Virginia Mason Institute Development Programme - and are one of only five Trusts in the

country to take part. We are also one of eight new national vanguard sites who will help spearhead transformational change in urgent care across the country.

## Any additional information

**Staff shuttle bus** There is a shuttle bus service provided for staff members to travel between our hospitals. The service runs every half an hour from 7:30am to 6pm. **Cycle to work** Both our hospitals have secure bike sheds with ample space and free air pumps. The Trust has also introduced pool bikes, allowing staff to cycle between the two hospital sites. For those that have not cycled for a while or do not own a bike, this will allow staff to practice and build their confidence without committing to owning a bike. We are hoping this will lead to more staff taking up the cycle2work scheme, choosing a cheaper, greener way of getting to work. **Season Ticket Loan** If you need to buy a season ticket to help you travel to and from work, we can help. Buying an annual season ticket often means you can benefit from a discounted price. More details will be provided at induction. **Childcare services** There are great childcare facilities on both hospital sites. At King George Hospital we have Busy Bees and at Queens Hospital we have Little Explorers. Busy Bees – 0208 599 0066 – please speak to Joanne Little Explorers - 01708 435000 – please speak to Gary Hammond Schwartz Round Schwartz Round forums are set up for staff members to come along to talk about the emotional and social aspects of working in healthcare. Attending the Schwartz round can go towards your non-core teaching log.

## Foundation specific - Induction/shadowing arrangements

All Foundation Doctors are invited to attend an in-depth Trust induction over 5 days. The first 3 days of induction includes meeting the Chief Executive, The Medical Education Team and The Foundation Training Programme Directors as well as preparing trainees for working in a clinical setting and receiving your ID badges, meeting your medical staffing coordinators, receiving IT Training and covering mandatory topics such as Fire Training. You will then have the opportunity to shadow the outgoing F1 trainee for two days and meet your new clinical team.

## Foundation specific – tasters

A taster week is designed to give foundation doctors the opportunity to work in a speciality of interest. A maximum of 5 days may be taken for a taster week and is to be arranged locally by the trainee. A taster application form must be created with your educational supervisor to ensure your aspirations are met and later approved by the foundation training programme director.

## Foundation specific – simulation

During your foundation year, you will also be required to attend Simulation Training for one whole day. The Simulation Training Suite is based within the James Fawcett Education Centre at King George Hospital.

We have high-fidelity, full immersion simulation facilities capable of delivering human factors, patient safety, acute and critical care skills training. This includes bays for up to six beds/trolleys/cots, a viewing room, separate consultation rooms and a seminar room for debriefing.

The area is equipped with new SMOTs cameras, monitors and manikins, including SimMan 3G, SimMum, SimBaby and SimNewbie.

## Foundation Doctor forums

Junior Doctor Forums will be held every other month alternating between Queens and King George Hospital. The forum allows trainees to raise any issues with rotas, facilities, exception reporting or any other concerns regarding your employment at BHR. All trainees are welcome to attend.

## Foundation specific - educational and clinical supervision

Every doctor in training must have a Clinical and Education Supervisor. The Medical Education Team will allocate you an Educational Supervisor who will be with you throughout your FY1 year. Your Educational Supervisor is responsible for the overall supervision and management of your educational progress. You will receive details of your Educational Supervisor at Induction. Your Clinical Supervisor will change every time you rotate. Your clinical supervisor is usually the consultant that you are working with on a regular basis and you can have more than one consultant on your record. Your clinical supervisor is responsible for overseeing your clinical work and providing constructive feedback during your placement.

## Foundation specific - teaching programme

All Foundation Doctors are required to attend a minimum of 30 hours of core training. The Foundation Programme is coordinated by Caroline Curtin, Head of Medical Education and Training along with Dr P Walker and Dr E Casey, the Foundation Training Programme Directors. Each study day will consist of various topics relevant to your clinical duty and follow the North Central and East London Foundation School curriculum. FY1 study days are one half day per month and are held

at alternate sites, Queens Hospital and King George Hospital. Your study days are mandatory and are bleep free.

## Foundation specific - any additional information

As well as attending your FY1 Study Days and Simulation Training, we also offer bespoke study days such as Essential Surgical Skills and Essential Practical Skills to help enhance your skills and knowledge. The Medical Education Team meet with trainees regularly to ensure trainees are having an enjoyable placement. During your placement you will receive a Mid-Point Review which is panelled by the Senior Medical Education Team and The Foundation Training Programme Directors who will look at your Horus portfolio to ensure trainees have completed the minimum requirement and to address any concerns with their portfolio.

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# Barts Health NHS Trust

## Trust contact details

Whipps Cross Hospital  
Whipps Cross Road,  
Leytonstone,  
London  
E11 1NR  
Tel: 020 8539 5522

Newham University Hospital  
Glen Road,  
Plaistow,  
London,  
E13 8SL  
Tel: 020 7476 4000

Royal London Hospital  
Whitechapel Road,  
London,  
E1 1FR  
Tel: 020 3594 7810

St Bartholomew's Hospital  
West Smithfield,  
London,  
EC1 7BE  
Tel: 020 3765 8523

## Foundation training programme directors

### Whipps Cross

Foundation training programme directors  
Dr Dharshini Radhakrishnan  
Mr Ismail Wong  
Mr Stuart Graham

Foundation Programme Administrator  
Oluwasola Atoye-Akomolede

Medical Education Manager  
Vaishali Joshi

### Newham University Hospital

Foundation training programme directors  
Dr Mohammad Khanji (FY1)  
Dr Sarah Nunn (FY2)

Foundation programme administrator  
Hamza Inpadhas

Medical Education Manager  
Mehma Rahman

## Facilities - Postgraduate Centre (Location and resources)

### Whipps Cross

The Medical Education Centre and Library are located in the main building at Junction 11 Willow Lodge, top floor. The foundation programme administrators, TPDs and DME are based in the centre, whereby the trainees are welcome to pop in to discuss issues. The education centre has a large lecture theatre, many seminar rooms and an MDT room for video conferencing. The simulation and Essential Clinical skills Service offers a range of training programmes for clinical and medical staff; from task trainers that enable staff to learn and practice on replica body parts, to full immersion training where a room is set up to resemble a hospital area.

### Newham University Hospital

The Alan Naftalin Education Centre is located in Zone 2 of the main hospital and spans the ground and first floors. The centre contains a lecture theatre, events room and various seminar rooms, many of which contain video-conferencing facilities. The centre has an active simulation skills education team with a SIM suite, clinical skills room and haptic skills room (available 24/7 with ID card access). The Foundation programme administrators, TPDs and DME are based in the centre, whereby the trainees are welcome to pop in to discuss issues.

### Royal London & St Bartholomew's

The Education Academy at Royal London Hospital is based within the Dental Hospital, Lower Ground Floor off Turner Street (Whitechapel). The Education Academy houses a number of seminar rooms, lecture theatres, a Resus training centre, simulation suite, and a moving and handling centre. Our Education Centre at St Bartholomew's Hospital is based at 1 Saint Martin Le Grand, West Smithfield. The simulation Centre is based in the East Wing, 3<sup>rd</sup> floor. The foundation programme administrators, TPDs and DME are based in the Education centres, whereby the trainees are welcome to pop in to discuss issues/concerns.

## Facilities - Accommodation (Info about pricing, location etc)

### Whipps Cross

At Whipps Cross Hospital, we have limited accommodation for on-calls which can be booked via switchboard (out of hours) or the estates and facilities team.

### Newham University Hospital

The Newham site does not offer any on site accommodation to trainees. The hospital is easily accessible from Stratford or Docklands where rented accommodation is readily available.

### **Royal London & St Bartholomew's**

The Royal London Hospital offers limited accommodation for on-calls. St Bartholomew's Hospital has no hospital accommodation available.

## Social activities

### **Whipps Cross**

Whipps Cross Hospital has an active Doctor's Mess, with the Mess committee arranging various social events throughout the year including gatherings at the local pub, pub quizzes, various sporting activities, and a Christmas party. It has 2 sitting rooms; Sky TV; comfortable sofas, a ping pong/table tennis table, and a kitchen with facilities to make tea/coffee and a toaster.

### **Newham University Hospital**

Newham Hospital has an active Doctors Mess with the mess committee arranging various social events throughout the year including gatherings at the local pub, pub quizzes, other outings, a Christmas dinner and a Summer Ball.

### **Royal London & St Bartholomew's**

The Royal London Hospital has a Doctors Mess on the 11<sup>th</sup> floor. The Royal London is a stone's throw away from the famous brick lane, Liverpool Street and Shoreditch. St Bartholomew's Hospital will have its own doctors mess soon. St Bartholomew's Hospital is in a bustling central London location near St Paul's, Barbican and Farringdon stations surrounded by shops, cafes and restaurants. There are gyms next to both sites with discounts on offer for NHS staff.

## Library facilities

### **Whipps cross**

The library is located within the Medical Education Centre with various resources, quiet study and group work areas, and houses 2 computer rooms. The staff are friendly and enthusiastic to help you access the plethora of resources available. Once you have registered for an OpenAthens account, you will have access to a range of clinical support tools. In addition to the standard copying and printing services, the staff will help you with literature searches and can put you in touch with a specialist librarian in your area of interest. The library staff have been nominated every year for Barts Health Hero Awards due to the excellent level of assistance they provide.

### **Newham University Hospital**

The library is located on the first floor of the Education Centre and is open 9am to 5pm on Monday to Friday

### **Royal London and St Bartholomew's**

Library due to open mid-November at the Royal London Hospital. St Bartholomew's Hospital has a

library located on the ground floor in the main building.

## I.T facilities

### **Whipps cross**

The library and knowledge service provides 24 hours access to computers in the Medical Education Centre. In addition, there are computers available in the Doctor's Mess and Wi-Fi is available throughout the hospital. The Hospital, in common with the rest of Barts Health, uses Cerner Millennium as its core clinical IT system. In 202, further steps will be taken towards 'paper light' working including online prescribing. Trust emails and staff pages can be accessed whilst junior doctors are offsite via nhs.net and the Barts Health intranet.

### **Newham University**

There is 24/7 access to IT services via the knowledge Hub in the Education centre. In addition, there are computers available in the Doctor's Mess and Wi-Fi is available throughout the hospital.

### **Royal London and St Bartholomew's**

PC's will be available for use in the new library at the Royal London Hospital. St Bartholomew's Hospital library has I.T facilities (ground floor in the main building). In addition, there is Wi-Fi available throughout the hospital.

## Other facilities (recreational or otherwise)

### **Whipps Cross**

Near the maternity Block is a newly built M&S, open 7am-9pm (Mon-Sat) and 8am -8pm (Sun). There is a shop at Junction 5 and in the Outpatients area which sells food, drinks and newspapers to visitors. The opening hours are: Monday-Friday 7am – 10pm. Sunday 9am – 1:30pm. The hospital restaurant provides a range of food, snacks and hot/cold drinks to visitors. It is open daily from 7am-7pm and is located between junctions 4 and 5 off the main corridor in the red zone. There is also a coffee shop located next to the restaurant. It is open Monday-Friday from 7am-7pm. A trolley selling newspaper and sweets visits every ward each morning and a library trolley run by the volunteer's service visits at least once a week. Please leave any borrowed books with ward clerks. Donated books are always welcomed. The Improving Working Lives team organises a host of regular classes around the Trust. The classes are run onsite and usually run in 10-week blocks. We offer the following classes:

- Pilates
- Body Conditioning
- LBT (Legs, Bums & Tums)
- Zumba
- Dancebeat
- Yoga
- Tai Chi

We also offer: Cycle to work scheme, Two day mental health first aid course, Mindfulness sessions, MOT health check, smoking cessation.

### **Newham University Hospital**

Newham Hospital has a canteen (open until 2am), coffee shop and Lloyd's Pharmacy within the premises, and local convenience stores and fast food outlets nearby. Newham leisure centre is a 10-minute walk away. The improving Working Lives team organises a host of regular classes around the trust.

### **Royal London and St Bartholomew's**

At the Royal London Hospital there is a kiosk selling hot and cold beverages, fruit and snacks in the Stepney Way atrium which is open 8am – 3pm Monday – Friday. The staff, patient and visitor restaurant is located on the fifth floor of the main building. It is open daily 7.30am – 7pm, including weekends and bank holidays. With impressive views of the surrounding area, the restaurant has 180 seats and serves a varied menu to cater for a range of diets. A selection of hot and cold foods are available in the restaurant. In the restaurant is a vending machine and water dispenser which are accessible 24 hours a day throughout the week. At St Bartholomew's Hospital, a shop can be found on the ground floor of the King George V building, which sells toiletries, confectionary, newspapers and magazines, cards and hospital souvenirs. The shop is open Monday – Friday 8:30 am – 4pm. There are also takeaway coffee shops in the basement of the King George V building and on the ground floor of the West Wing. There are also a wide range of meals and snacks at the hospital restaurant on the first floor of the catering building, behind the East Wing. The restaurant is open from 11:45 am – 3pm, Monday – Friday. There is a restaurant on the second floor of the King George V building, which serves hot food from 12pm – 2:30pm and 5pm – 6:30pm, Monday – Sunday. Cold snacks are served every day from 2:30pm – 5pm. The Improving Working Lives team organises a host of regular classes around the Trust. The classes are run onsite and usually run in 10-week blocks. We offer the following classes:

- Pilates
- Body Conditioning
- LBT (Legs, Bums and Tums)
- Zumba
- Dancebeat
- Yoga
- Tai Chi

We also offer: Cycle to work scheme, Two day mental health first aid course, Mindfulness sessions, MOT health check, smoking cessation.

## **Transport links**

### **Whipps Cross**

Whipps Cross University Hospital is located in Leytonstone in the East End of London, within the London borough of Waltham Forest. You can travel to the hospital in a number of ways.

By Bus: W12, W15, W19 and 357 stop within the hospital grounds, you can alight at the main entrance stop.

Buses 20, 56, 230 and 257 also all stop near the hospital grounds at the Whipps Cross roundabout. Low-floor wheelchair accessible buses run on all routes serving the hospital.

By Tube: The closest Underground stations are Leytonstone (Central line) and Walthamstow Central (Victoria line). Wood Street and Walthamstow Central are on the London Overground line running from Chingford to Liverpool Street or Leyton Midland Road is on the London Overground line running from Barking to Gospel Oak.

Leytonstone station can be reached within a 29-minute walk from the main entrance of the hospital.

Walthamstow Central can be reached within a 33-minute walk and Wood street in an 11-minute walk.

A number of these bus services provide connections to local underground and overground railway stations. The W15 and W19 stop at Leytonstone tube station. The 230 goes to Wood street, and the 20, 230, 257, 357, W12, W15 and W19 all stop at Walthamstow Central.

We encourage visitors, staff and patients living nearby, to cycle to the hospital if possible. Cycle parking facilities are available around the hospital.

By car: Parking at the hospital is limited. The main entrance is on Whipps Cross road (the A114) between the Whipps Cross roundabout and the Green Man roundabout. There are approximately 400 parking spaces for staff, patients and visitors on the site. Pay and display machines are available in all car park areas.

### **Newham University Hospital**

The Greenway is a traffic free cycle route that runs alongside the hospital, between Beckton and Bow. It is a 15-20 minute cycle to reach Stratford High Street where you can join the CS2 cycleway. This hospital is also in close proximity to the CS3 cycleway which gives direct access to the city. New for 2020 will be improved cycle storage facilities for our large group of cycling commuters.

Tube: Plaistow Station (District/Hammersmith & City lines) is 20 minutes away by foot, or 12 minutes by bus.

West Ham tube station (Jubilee, District, Hammersmith & City, DLR and C2C) is 20 minutes away by bus

Stratford (Central, Jubilee, DLR, TFL Rail and National rail services) is 20 minutes away by bus.

By bus: 276, 473, 262

### **Royal London**

The Royal London is located in Whitechapel in East London, within the London borough of Tower Hamlets. You can travel to hospital in several ways including on foot, by car, by bike or public transport. Bus: 25 (24 hour service), 106, 205, 254, N205, N253 on Whitechapel Road.

D3 on New Road

15, 115, 135, N15 and N550 on Commercial Road.

Low-floor wheelchair accessible buses run on all routes serving the Royal London.

By Tube: Whitechapel (District, Hammersmith & City, London Overground) is a 6 minute walk from the hospital.

Liverpool Street (TFL Rail, Central, Metropolitan, Circle, London Overground and national rail services) is a 29 minute walk. Alternatively, you can get the Hammersmith & City from Whitechapel to Liverpool Street.

By bike: We encourage visitors, staff and patients living nearby to cycle to the hospital if possible. Cycle parking facilities are available around the hospital.

### **St Bartholomew's**

St Bartholomew's Hospital is located in the City of London, close to St Paul's Cathedral. You can travel to the hospital in a number of different ways.

By bus: 4, 8, 17, 25 (24 hour service), 45, 46, 56, 63, 76, 100, 153, 172, 242 (24 hour service), 521 (Monday-Friday only), N8, N63, and N76. Low-floor wheelchair accessible buses run on all routes serving the hospital.

By Tube: The closest underground stations are Barbican (Metropolitan, Circle, Hammersmith & City) Blackfriars (Circle, District), Farringdon (Metropolitan, Circle, Hammersmith & City, National Rail services), Moorgate (Hammersmith & City, Northern, Metropolitan, Circle and National rail services) and St Paul's (Central). All stations are between 6 – 15 minutes' walk away.

Liverpool Street is a 17-minute walk or a short tube, bus or taxi ride away.

By Bike: We encourage visitors, staff and patients living nearby to cycle to the hospital if possible. Cycle parking facilities are available around the hospital.

## **Local amenities/attractions**

### **Whipps Cross**

The redevelopment of Whipps Cross Hospital is a once-in-a-lifetime opportunity to design a new hospital from scratch. It is also a unique chance to be at the forefront of national efforts to transform how healthcare is provided for local people, as set out in the NHS long-term plan. Our vision is for a new hospital within a wider health and wellbeing setting, alongside new homes, leisure, culture and other community facilities. The Barts Health group and our local partners are sharing some early ideas about the potential site of a new hospital, the services it will provide, and the scope of the building, in our new publication: Building a brighter Future for Whipps Cross Hospital. The government announced in September 2019 that it will invest in a brand new

hospital at Whipps Cross. This has been confirmed in a letter from Rt Hon Matt Hancock MP, Secretary of State for Health and Social Care. A new hospital with a full range of acute health services for a growing population could be built on a fraction of the land now occupied at Whipps Cross Hospital. Our site master plan envisages a new, taller building on about one-fifth of the site, bringing all the hospital's services closer together under one roof.

### **Newham University Hospital**

The hospital is located in a largely residential area in Newham, though there are a few local convenience stores within walking distance. Westfield shopping centre at Stratford is a 20-25 minute bus ride away with the Olympic Park, London stadium and London Aquatics Centre easy walking distance from there. Other attractions nearby include Canary Wharf, The Thames Barrier and the Royal Observatory at Greenwich.

### **Royal London**

The Royal London Hospital Museum and Archives are located in the former crypt of the old Royal London Hospital church of St Philip's. The museum celebrates the lives of key figures in the hospital's history and tells the story of the hospital's development. The hospital archives, which include records of numerous other hospitals, charities, training institutions and individuals, are based a short walk from the hospital in Aldgate, and are available for research. There are also art galleries, East London Mosque, London Muslim centre, the good Samaritan pub near the hospital, where lots of junior doctors assemble after teaching and work to meet up and grab a drink together. Spitalfield's market with all its amazing lunch choices and after work social opportunities, and Beigel Bunnies and their fantastic Brick Lane Bagels.

### **St Bartholomew's**

St Bartholomew's museum and archives are set in the historic North Wing of St Bartholomew's Hospital. The museum tells the story of this renowned institution, celebrates its achievements and explains its place in history. The archives, also based in the North Wing, hold documents dating back to 1137, available for research. There are also Pubs, Restaurants, St. Pauls Cathedral and Cheapside shopping centre within distance from the hospital.

## **Parking arrangements**

### **Whipps Cross**

Parking on the hospital site is limited; we encourage staff not to travel by car wherever this is possible. The main entrance to the hospital is on Whipps Cross Road (A114) between the Whipps Cross roundabout and the Green Man roundabout. Pay and display machines are available in all car park areas. Staff can either do pay as you go or pay monthly via salary. Please E-mail the Foundation Year Administrator for more information.

### **Newham University Hospital**

Staff car parking is available on site on a first come first serve basis. Please contact the Foundation Year Administrator for more information.

### **Royal London and St Bartholomew's**

NPC car park near St Bartholomew's Hospital site. Pay and display parking available near both sites. Please contact the Foundation Year Administrator for more information.

## **Accolades/achievements of the trust**

### **Whipps Cross**

Whipps Cross Hospital is part of Barts Health, the second largest NHS trust in the UK. Our group of five hospitals has been working together since 2012. We're internationally known for our excellence and innovation, and each of our hospitals celebrates a rich and varied history. We're very proud of the part our hospitals have played in improving the lives for people in this part of East London over hundreds of years, and in their ability to overcome challenges, coming out stronger and continuing to improve. Today, each hospital retains its unique character and we work together with the common vision to provide safe and compassionate care to 2.5 million patients in East London and beyond.

### **Newham University Hospital**

Newham is a fascinating place to learn and practice medicine. Together with Tower Hamlets, Newham is amongst London's youngest, most diverse and most deprived communities. In 2018, Newham had the lowest life expectancy and highest rates of heart disease in London. In 2019 it was reported that Newham had the highest rates of TB in the UK at 107 per 100,000 (higher than Rwanda at 67 per 100,000). Those of us that work here are committed to providing the best quality health care to this population. The Gateway Surgical Centre is a state-of-the-art stand-alone facility run by Barts Health for our patients. The Centre boasts some of the most innovative and modern diagnostic and surgical facilities available anywhere in the world, with doctors and nurses who are highly skilled, experienced and caring.

### **Royal London**

The Royal London provides a full range of emergency and local services, including one of the largest children's hospitals in the UK and one of London's busiest A&E departments. Home to London's Air Ambulance charity, the Royal London is also one of the capital's leading trauma and hyper-acute stroke centres.

### **St Bartholomew's**

St Bartholomew's hospital is the oldest hospital in Britain occupying the site it was originally built on. Healthcare has been provided at this site since 1123.

The state-of-the-art Barts Heart Centre and Barts Cancer Centre are both located in the King George V wing of the hospital. We're also home to one of the busiest heart attack centres in the UK. Our list of innovative services includes robotic surgery and complex electrophysiology. We're a leading provider of stem cell transplantation and immunotherapy for cancer treatment.

## **Any additional information**

### **Whipps Cross**

There are many opportunities to get involved in clinical teaching of medical students across all specialties. For the past 3 years, Whipps Cross Hospital has been running a half day Quality Improvement Poster Presentation, whereby all staff can put forward ideas and posters, individually or as a team.

### **Newham University Hospital**

There are many opportunities to get involved in clinical teaching of medical students across all specialties.

### **Royal London and St Bartholomew's**

There are many opportunities to get involved in clinical teaching of medical students across all specialties.

## **Foundation specific - Induction/shadowing arrangements**

All foundation doctors starting at Barts Health are invited by Medical Staffing to complete their pre-employment checks. F1s are requested to attend a 7-day Trust induction and shadowing of the outgoing FY1s. During this extended shadowing week, trainees will do a simulation-based training session called 'An hour on call', workshops and talks from a variety of people relevant to being an FY1, and have 4.5 days of shadowing.

## **Foundation specific – tasters**

Foundation trainees are allowed to use up to 5 days for a taster. Trainees are encouraged to take a taster within a specialty of their choice. With access to the variety of specialties that Barts Health has to offer, you are sure to find something that interests you!

## **Foundation specific – simulation**

We have a dedicated simulation suite on all of our Barts Health sites, consisting of an operating room, debrief room and communications room. In situ simulation is offered in the majority of our departments. Psych simulation is also being rolled out to all our FY trainees. Trainees will get an opportunity to develop and explore different ways of communicating.

## Foundation Doctor forums

We invite FY1s and FY2s to become trainee reps when they start with us in August. The reps are responsible for collating feedback from their colleagues and attending education meetings. The Junior Doctors Forum is run by trainees, for trainees, every month. The 1<sup>st</sup> 30 minutes are only for the trainees, with members of the senior management team joining for the last 30 minutes. This is to ensure that the trainees can be open with their concerns, the Forum rep can collate all the issues or concerns, and when the senior management team join, all the issues or concerns can be addressed. Two representatives from each Foundation Year group are appointed to speak for their colleagues at various education forums in the Trust. The medical education department arranges bimonthly foundation faculty group meetings and quarterly trust wide foundation faculty meetings which are attended by the trainee representatives, Clinical and Educational Supervisors, Training Programme Directors and the Medical Education admin team to get an update on all matters in relation to the foundation programme, such as exception reporting, Horus e-portfolios, trainee rep reports and clinical and educational reports, teaching reviews and foundation school updates.

## Foundation specific - educational and clinical supervision

Each foundation trainee is allocated a Clinical Supervisor for each of their placements and an Educational Supervisor for the whole year.

## Foundation specific - teaching programme

### Whipps Cross

In addition to departmental teaching, FY1 and FY2 have 2-hour bleep free teaching every Wednesday afternoon. The format is designed to be case based and interactive.

### Newham University Hospital

At Newham, F1's are scheduled twice weekly core teaching of an hour on Tuesday and Wednesday lunchtimes. The F2's are scheduled once a week core teaching for an hour on Thursday lunchtimes. All FY2s at Newham rotate through the emergency department and whilst there attend 2 hours of teaching sessions for Person and Professional Development. New for 2020 will be an interactive calendar that highlights all the teaching opportunities available in the hospital in all departments to allow open access to these departmental sessions.

### Royal London and St Bartholomew's

Mandatory FY1 teaching takes place once a week on Wednesdays 12:45 – 13:45 at Royal London Hospital and 12:30 – 13:30 at St Bartholomew's Hospital. FY2

teaching takes place for one whole day per month at the Royal London Hospital.

## Foundation specific - any additional information

At the end of each rotation, the FTPD and FY admin meet with the trainees to collate feedback and also ensure the trainees are meeting all their curriculum requirements. They are also welcome to attend the weekly grand round teaching and monthly Schwartz Rounds.

St Bartholomew's Hospital additionally runs hot cases teaching sessions fortnightly.

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# Homerton University Hospital NHS Foundation Trust

## Trust contact details

Homerton University Hospital,  
Homerton Row, London  
E9 6SR  
Tel: 02085105555



## Foundation training programme directors

Dr Michelle Emery  
Dr Eleanor Wood

## Facilities - Postgraduate Centre (Location and resources)

The education centre is located at the rear of the hospital and includes Medical education, library, Simulation and Clinical skills suite, classrooms and lecture theatre.

## Facilities - Accommodation (Info about pricing, location etc)

Short term accommodation for on call staff is based in Hill house.

## Social activities

Doctors mess monthly mess parties, Christmas party & Summer ball

## Library facilities

Newcomb library is located in the education centre. Once registered you will have access to books and journals, e-resources, KnowledgeShare, apps, i.e.,

UpToDate, BMJ best practice, literature search service.

Opening hours:

Monday 11:00 – 17:30

Tuesday to Thursday 09:00 – 19:00

Friday 09:00 – 17:30.

There is also a learning hub available in the main hospital.

Twitter: @Newcomblibrary

## I.T facilities

Doctors have access to Trust computers in clinical departments and on wards. There are also computers available to use in the education centre café, library, learning hub and Doctors mess.

## Other facilities (recreational or otherwise)

Chatters restaurant, Costa Coffee and WH Smith in main hospital. Education centre café. There are a range of classes available, including exercise classes (Pilates, yoga, Zumba, Nordic walking).

## Local amenities/attractions



Excellent transport links to central London.

Outstanding local bars and restaurants, cinemas and Hackney empire theatre. Beautiful open spaces including numerous parks, London Fields lido, Regents canal network, River Lee, Woodbury Wetlands centre.

<https://theculturetrip.com/europe/united-kingdom/articles/top-ten-things-to-do-see-in-hackney/>



## Transport links

Finding us by rail: Homerton's London Overground station, with ramped access, is a five minute walk from the hospital and the station is now linked to most parts of London. Homerton is only two stops from Stratford International (for Central line, Jubilee line, TFL rail and Docklands Light Railway) and four stops from Highbury & Islington (for Victoria line and mainline rail).



### By foot from Homerton station:

Exit the station, turn left and immediately left again, under the railway bridge and along Barnabas road to Homerton High Street. Turn left on Homerton High Street and cross the road to take the first right on Wardle Street. At the end of Wardle Street, the hospital is in front of you. Go left and follow the signs for the main entrance to Homerton hospital.

### By bus:

Homerton hospital is served by ten London bus routes: 26, 30, 308, 242, W15, 488, 425, 276, 394 and 236.

**Bicycle users:** There are bicycle racks at the front of the hospital, by the main entrance, adjacent to the police base. The racks are used by staff and visitor. Visitors for the education centre should also park bikes here and walk through the hospital to access the centre.

## Parking arrangements

Limited parking facilities available (parking permits can be applied for). Staff on call out of hours can use on call permits for this period (free of charge).

## Accolades/achievements of the trust

The Trust has consistently had good feedback for the GMC National Trainee Survey.

<https://www.gmc-uk.org/education/how-we-quality-assure/national-training-surveys>

## Any additional information

The Trust provides general health services at hospital and in the community with staff working out of 75 different sites in the City and the London borough of Hackney. Our primary site, Homerton Hospital, has almost 500 beds spread across 11 wards, a 9-bed intensive care unit and maternity, paediatric and neonatal wards. In addition, the Trust manages services out of St Leonard's, originally a workhouse but not the home for many NHS bodies,

and the Mary Seacole Nursing home. The hospital has three day-surgery theatres and six main operating theatres for all types of general surgery, trauma and orthopaedics, gynaecology, maxio-facial, urology, ENT, obesity, bariatric and obstetrics. We also have a surgical treatment room within the main theatres complex. We offer a range of specialist care in obstetrics and neonatology, fetal medicine, fertility, HIV and sexual health, asthma and allergies, keyhole and bariatric surgery and neurorehabilitation across East London and beyond. As a Foundation Trust we are accountable to local people who can become members and governors. We have a duty to consult and involve a Board of Governors drawn from patients, staff, membership and partner organisations in our strategic planning. We have earned a reputation for the quality of training offered and are recognised as one of the top recruiters to high quality research studies in the UK with particular interest in neonatal, sexual health and respiratory medicine. We are also recognised as innovators in embracing methods and systems that promise better and safer patient care. We now employ over 4000 staff, most of whom grew up in Hackney, most of whom live in the neighbourhood, many of whom followed their mothers and fathers into the hospital, a number of whom work alongside more than one family member, some of whom were born here and all of whom believe they belong to something of great value.

## Foundation specific - Induction/shadowing arrangements

FY1s will be employed from the last Wednesday in July. You will receive approximately 2.5 days of useful Trust induction which includes workshops, talks and electronic patient record training and 2.5 days of shadowing the post you will start on the first Wednesday in August.

## Foundation specific – tasters

Taster opportunities are available for all FY1s. The Trust offers a range of specialties and where appropriate trainees can organise a taster outside the organisation.

## Foundation specific – simulation



Homerton has an award winning simulation suite including sim man, sim junior and sim baby. Team based multi-professional in situ simulation takes place on all wards and in theatres regularly (weekly

on the acute Care unit). The simulation team run numerous courses including Train the Trainer and Foundation Trainees are encouraged to get involved. In addition, all FY1 and FY2 receive a whole day simulation/human factors training.

<https://www.homerton.nhs.uk/homerton-simulation-centre>

## Foundation Doctor forums

There is a local Faculty Group for Foundation attended by FY1 and FY2 reps (voted in by peers. This reports to the Medical Education Committee (monthly). There is a Junior Doctors' Forum (open to all) and Local Negotiating Committee.

## Foundation specific - educational and clinical supervision

All FY1 and FY2s are allocated an educational Supervisor for the whole year and a Named Clinical Supervisor for each placement. In addition to this Foundation Doctors meet with the Trust Foundation Training Programme Director in December to discuss progress.

## Foundation specific - teaching programme

FY1s receive two hours weekly lunchtime teaching, mapped to the curriculum, which takes place in the education centre. ALS courses are available. FY2s have a full day teaching session, mapped to the curriculum. In addition, there are also online learning opportunities, departmental teaching, Medical Unit Meetings and Grand rounds, simulation and clinical skills.

## Foundation specific - any additional information

We have 35 FY1s and 26 FY2s at Homerton. There are opportunities to teach Medical students including becoming a Junior Clinical Teaching Fellow (competitive process).

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# North Middlesex University Hospital

## Trust contact details

North Middlesex University Hospital Education Centre,  
Sterling Way  
Edmonton  
London  
N18 1QX

Trust Switchboard: 020 8887 2000

[www.northmid.nhs.uk](http://www.northmid.nhs.uk)

## Foundation training programme directors

Director of Postgraduate Medical Education –  
Dr Alice Mann

Foundation Training Programme Directors –  
Dr Olu Wilkey  
Dr Sajid Salman  
Mr Lee Dvorkin

Postgraduate Administrator –  
Ms Yasmin Michael

Postgraduate Assistant –  
Mrs Jackie Ward

## Facilities - Postgraduate Centre (Location and resources)

The Education centre is located on the lower ground floor of the tower block, which is the tallest building on site. It is comprised of the centre office, 5 education teaching/mentoring rooms, 2 clinical skills rooms, 1 high fidelity simulation suite, lecture theatre, seating 80 and a learning hub. Video conferencing facilities are available in the education rooms 3 and 5 and all rooms have audio visual equipment. The learning hub comprises the Library and e-learning centre: within the library is a quiet study room which is available to all staff 24/7. Each education room can host between 30-40 people and can be laid out in a variety of ways. The clinical skills room can host 10-20 people, for a more intimate teaching experience. All areas are brightly lit and welcoming.

## Facilities - Accommodation (Info about pricing, location etc)

Accommodation is available for FY1s and FY2s subject to availability, although not on site, this is a 5

minute walk from the main entrance and is owned by a private company 'Origin Housing'. Prices are competitive for the local area. The properties sit in a quiet residential development with well-maintained grounds and a children's play area. There are one, two- and three-bedroom properties available all with fitted carpets and furniture. We also offer shared accommodation if this suits you better.

Accommodation is limited and applications will be assessed against the criteria prior to submission to Origin.

## Social activities

There is a very active programme organised by the Foundation Doctors through the Doctors Mess. There is also the Sport, Arts and Social Club which has various activities planned throughout the year. They arrange an exciting calendar of events each year including; bake off competitions, quiz nights, bingo nights, football tournaments, shopping excursions and much, much more.

## Library facilities

The Ferriman Information and Library service is part of the Learning Hub situated next to the Education Centre at the base of the Tower Block. The library is multi-disciplinary serving all hospital staff and students on placement. The library provides a light, spacious environment in which it is pleasant to study. There is seating for 72 people and a quiet study room which is available 24 hours a day, 7 days a week. Access outside library hours is by using a swipe card. The library is open Monday-Friday 9am – 5pm. Once you have registered with us, your trust ID card is your library card and you will be able to borrow up to 6 books. You can also request inter-library loans on books or articles that are not available from our stock. The Library provides you with access to 6 Trust PCs. Printing, scanning and photocopying are also available. You can sign up for any of the information training that we schedule as well as one to one training sessions. You are also entitled to request that a literature search is performed by a librarian on your behalf. There is pay-as-you-go self service photocopier available in the library as well as providing a ring binding and laminating service at a small cost.

## I.T facilities

Wi-Fi is enabled across the Trust and is accessible for staff, patients and visitors alike. Access to this is given during your shadow week.

## Other facilities (recreational or otherwise)

The North Mid running club meets every morning at 7:45am outside Trust HQ and runs around Pymmes Park. Whether you're just starting out or an experienced runner, you can come and join the club

for a refreshing run and meet members of Team North Mid you may not usually meet. Yoga sessions are held on site on Wednesday's between 5:30-6:30pm, in the education centre. Whether you are new to Yoga or have been going for years, these sessions offer a complete experience. These classes are subsidised by the Sports, Arts and Social Committee. North Mid has welcomed back its weekly Pilates classes with not one, but two sessions aimed at staff new to Pilates as well as regular attendees. These take place every Thursday. Colleagues new to Pilates can sign up for the Pilates beginners' class. Classes are run every Monday and all classes will take place in the education centre. Outside exercise equipment is accessible for all staff willing to brave the weather, as well as partnerships with gyms in the local area to bring discounted rates for membership: Fitness First and Aspire Sports & Fitness Centre.

## Transport links

The hospital has excellent connections with London. Silver Street on the Overground is only a short walk and connects directly with the Victoria line (via Severn Sisters) as well as terminating at Liverpool Street.

The hospital is also within an easy bus journey of the Piccadilly line. [www.Northmid.nhs.uk/contact-us/finding-us](http://www.Northmid.nhs.uk/contact-us/finding-us)

A406 half a mile east of the A10

Buses from the city: 149, 259 and 279 to junction of A406 and Hertford Road, Edmonton ("The Angel"), then a few minutes' walk.

From Golders Green, Palmers Green, Wood Green, Chingford, Walthamstow and Ilford to outside the hospital: 34, 102, 144.

## Local amenities/attractions

NMUH is located a short journey to central London giving easy access to restaurants, bars, theatres, cinemas, clubs, museums, shops and parks. On site, there are several cash machines, coffee shops, canteen and a well-stocked hospital shop.

## Parking arrangements

There are limited parking facilities available on site, but parking permits are possible through an application process. There is also parking around the hospital premises which is only restricted on event days when Tottenham Hotspur are playing.

## Accolades/achievements of the trust

North Middlesex University Hospital NHS Trust is investing £12 million over the next three years, to revolutionise clinical systems to enable improved patient care. Part of this investment comes from NHS digital, who has awarded £5 million to NMUH as part

of the global Digital Exemplar programme, while the other £7 million will be funded by the trust. NMUH is working in partnership with the royal Free London NHS Foundation Trust as its 'fast follower' to share its experience of being a digitally advanced Trust. The investment will allow the Trust to:

- Improve staff access to clinical information so they can make the right decisions and deliver safer and more effective care
- Use technology to improve patient experience so that we can use it to improve quality, efficiency and patient outcomes
- Improve the way clinical systems across North Central London talk to each other so that clinicians can better manage patient care.

To help deliver this programme of work, NMUH will be working in collaboration with system C Healthcare and JAC Computer Services. In addition, hundreds of cancer patients in Enfield and Haringey are set to benefit from state-of-the-art cancer care due to new radiotherapy equipment now installed at NMUH. The Truebeam linear accelerator (LINAC) machine is an advanced radiotherapy treatment delivery system that targets tumours anywhere in the body with pinpoint accuracy with X-rays and is up to four times faster than conventional radiotherapy equipment. The £3 million investment in the technology and building work will allow the radiotherapy team to capture a tumour in motion, which has not been possible before. This allows the team to locate tumours better and improve the definitions of the treatment areas they want to target.

## Any additional information

North Middlesex University Hospital is one of London's busiest acute hospitals, serving more than 350,000 people living in Enfield and Haringey and the surrounding areas, including Barnet and Waltham Forest. Every day, on average, we see 500 patients in A&E; 15 babies are born in our maternity unit; about 450 inpatients are cared for on our wards; about 50 patients have major or minor surgery in one of our 10 operating theatres; and about 800 people attend our outpatients' clinics. Most of our patients live in Enfield and Haringey – about half in each borough. One in eight are children under the age of 16. Over 40% are aged 16 to 50 and a similar number are over 50. We provide a full range of adult, elderly and children's services across medical and surgical disciplines. Our specialist services include stroke, HIV/AIDS, cardiology (including heart failure care) haematology, diabetes, sleep studies, fertility and orthopaedics. Our sickle cell and thalassaemia department is nationally recognised as a leading centre for these diseases. In addition to the full range of cancer diagnosis and treatment services, the Helen Rollason Cancer Support Centre is based on site and provides services to support cancer patients' wellbeing such as a massage. This is one of only two such centres in London. Our Macmillan Cancer Support service provides information, help and advice for cancer patients, their families and carers,

for example, on medication, finances and local support services.

Follow us on Facebook:

[www.facebook.com/pg/NorthMidNHS/services](https://www.facebook.com/pg/NorthMidNHS/services)

Follow us on Twitter:

[www.twitter.com/northmidNHS](https://www.twitter.com/northmidNHS)

## Foundation specific - Induction/shadowing arrangements

All FY1s will be employed from the 27<sup>th</sup> July 2020. As part of the week long induction there will be 3 days of relevant Trust induction which will include talks from a variety of people relating to working as an FY1, use of computer systems, medical equipment, pathology laboratory, as well as a whole morning dedicated to Pharmacy. Interspersed with this are approx.. 3 days dedicated to shadowing the existing FY1s and meeting the clinical team.

## Foundation specific – tasters

A maximum of 5 days can be taken for a taster. All FY1s are required to take a taster in their FY1 year, FY2s can have a taster but it is not obligatory. These can be organised either by the individual or through the education centre.

## Foundation specific – simulation

There is a dedicated simulation suite and all foundation trainees are required to attend simulation training. This training is multiprofessional with the student nurses at the Trust and always a mix of FY1s and FY2s.

## Foundation Doctor forums

On starting at NMUH you will be asked to choose an FY1 and FY2 representative who will be your voice at various meetings held by the trust, as well as representatives for the Doctors Mess. There are monthly Junior Doctor Forums where issues pertaining to the Juniors are raised and discussed.

## Foundation specific - educational and clinical supervision

An educational supervisor will be allocated to you for the year; they are usually the consultant you are working with in your first placement. Each 4-month rotation has a clinical supervisor and additionally there is an assigned Foundation Training Programme Director.

## Foundation specific - teaching programme

As well as the normal departmental teaching, FY1 doctors receive weekly bleep free teaching on Wednesday's and alternative bleep free teaching on Tuesday's for the FY2s.

## Foundation specific - any additional information

We have 42 FY1s and 43 FY2s. The placements include general surgery, medicine, psychiatry community as well as paediatrics and public health. The NMUH has a substantial number of academic posts and there is good opportunity for teaching in relation to both British and international medical students that attend the Trust. Teaching representatives are chosen at the beginning of the year and in that role, there is the opportunity to shape and participate in the on-going education of the next generation of doctors, through bedside and twilight teaching.

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# Royal Free London NHS Foundation Trust

## Trust contact details

Royal Free Foundation Trust runs three hospitals in London:

Barnet Hospital: Wellhouse Lane, Barnet, Hertfordshire, EN5 3DJ



Chase Farm hospital: The Ridgeway, Enfield, Middlesex, EN2 8JL



Royal Free Hospital: Pond Street, London, NW3 2QG



Main switchboard: 020 3758 2000

## Foundation training programme directors

Dr Fraser Ingham – Foundation Programme Training Director – Barnet

Dr Raj Vignaraja – Foundation Programme Training Director – Barnet  
Dr Louise Welsh – Foundation Training Programme Director – Barnet  
Dr Philip Lodge – Foundation Training Programme Director – Hampstead  
Dr Dean Noimark – Foundation Programme Training Director – Hampstead  
Mr Raj Kucheria – Foundation Programme Training Director – Hampstead

## Facilities - Postgraduate Centre (Location and resources)

Barnet Education Centre, Barnet Hospital (Includes a library)

Sheila Sherlock Education Centre, Royal Free Hospital (Includes a library affiliated with UCL Medical school and common room)

## Facilities - Accommodation (Info about pricing, location etc)

Central residential accommodation (Royal Free site). We have various accommodation options available at the Royal Free site. For pricing and location please contact them directly. E0mail address:

[rf.accomodation@nhs.net](mailto:rf.accomodation@nhs.net)

## Social activities

Regular Doctors' Mess events including Summer Ball, nights out etc. The mess at Royal Free offers: Hot & cold food for sale at lunchtime Monday-Friday. Daily newspapers, Sky TV, Cereal/toast/hot drinks out of hours (8pm-11am). Lockers are available. Subsidised mess parties throughout the year.

## Library facilities

On site staff libraries at both Barnet Hospital & Royal Free Hospital. The following resources are available at Royal Free library: Clinical reference tools, Databases, Printed collections, Electronic journals, Electronic books, Key electronic resources, Research publications database, Library catalogue, Quiet spaces for study and access to computers.

## I.T facilities

On site staff libraries with IT facilities at both Barnet Hospital and Royal Free Hospital. Computers with internet access are available across most of the Trust, including several work stations in the library. We also have free Wi-Fi available at the Trust.

## Other facilities (recreational or otherwise)

- Cycle to work scheme
- We have a REC club at the Royal Free site which includes a subsidised gym membership and pool.

- Wellbeing days
- Pilates and Yoga
- Employee assistance programme (Care First)
- Choir
- Childcare facilities
- Season ticket loan
- Car loan scheme
- NHS discounts available

### **Barnet Hospital**

Barnet Hospital has a restaurant and a coffee shop, which actively promotes health and wellbeing for customers.

The lifestyle restaurant, located to the left of the main entrance on the ground floor, serves a selection of food and drink including homemade daily specials, cooked breakfasts, a healthy breakfast selection of oats, cereals and fresh fruit, a range of hot meals, soup, salads, sandwiches, jacket potatoes and pizzas. It also serves bean to cup coffee and a choice of desserts and healthy snacks. The lifestyle restaurant is open everyday 7:30am to 8pm. Breakfast is served from 7:30am to 11am, lunch 12 noon to 3pm and dinner 6pm to 8pm. Snacks and 'lite bites' are available at all other times.



The Costa Coffee serves coffee and cold beverages, sandwiches, paninis, cakes and pastries. It is in the corridor that runs from the main entrance to the main lifts and is open Monday to Friday 8am to 7:30pm. There are vending machines located throughout the hospital, including in the A&E department, and we ensure they have healthy items. All products are available to takeaway via our retail outlets. There is also a snack trolley service which visits wards and departments between 11am and 2pm Monday to Friday.

### **Chase Farm Hospital**

At Chase farm Hospital we offer a wide range of food and drink for patients, visitors and the public.

A costa Coffee outlet is available, serving hot and cold drinks, sandwiches and light snacks. Seating can be found on the ground floor in front of the café and on the first floor mezzanine level. Costa Coffee is open weekdays 7.30am to 7pm and at weekends 8am to 3pm. There is a Little Fresh shop on the ground floor selling a range of healthy snacks and fruit, hot and cold food, stationary, magazines and newspapers. The shop is open on weekdays 7.30am

to 7pm and at weekends 8am to 3pm. Vending machines are dotted around the hospital, including in the urgent care centre waiting area.

### **The Royal Free Hospital**

The Royal Free Hospital has a restaurant and two cafes, promoting healthy eating in the NHS. The 'Just Dine' restaurant located on the lower ground floor of the royal free hospital, serves a selection of food and drink including freshly made soups, salads, sandwiches and stir-frys made to offer.

'Just Dine' serves breakfast and lunch, Monday to Friday, from 7am to 3pm. To find it, follow the corridor from reception to the main lifts, past the William Wells Atrium. 'Just Deli café' serves a selection of hot and cold beverages, sandwiches, paninis, wraps and salads. It's open Monday to Friday from 7.30am to 8pm and can also be found by following the corridor from reception to the main lifts. On Saturdays and Sundays, the café is open from 7.30am to 6pm. The 'Glass café' is a modern designer café located at the Royal Free Hospital's Pond street entrance and provides delicious healthy food including sandwiches, salads, paninis and cakes and pastries to eat in or takeaway.

A range of specialty Costa coffees are available including cappuccino, latte, espresso and mocha. It is open from 7am to 6pm, Monday to Friday and is closed at weekends. There is a selection of vending machines located throughout the Royal Free Hospital, including in the A&E and theatre departments. These serves hot and cold beverages, soups and snacks including healthy food options. The Royal Free hospital also has 'Just Deli 2 go', situated at the Roland Hill entrance, this coffee cart serves a selection of hot and cold beverages and a small range of snacks and fresh fruit. Just Deli 2 go is open Monday to Friday from 7:30am to 10:30am and then 3.30pm to 5.30pm.

## **Transport links**

Royal Free Hospital: Tube (Northern Line), Train (London Overground) and bus (24, 46, 168, 268 and c11)

Barnet Hospital: Tube (Northern Line), Train (First Capital Connect line) and bus (263, 307, 107 and 384)

Chase Farm Hospital: The nearest tube station to Chase Farm Hospital is Oakwood Tube station on the Piccadilly line. There are a number of buses that stop at Chase Farm Hospital. Bus route 313 from Chingford to Potters bar stops at Chase Farm Hospital, as do the W9 and W8 bus routes. Following feedback, the W8, W9 and 313 buses are now stopping nearer the hospital. After the Hunters Way stop, they now stop near the Clock tower building.

## **Local amenities/attractions**

At Royal Free we benefit from a host of local shops, restaurants and cafes in the Hampstead area, many of which offer NHS discount. There is fast and easy

access to Central London and famous Camden Town market is just a short walk away. There are shops and cafes within walking distance from Barnet Hospital. The spires shopping centre and Barnet High street are also close by.

## Parking arrangements

All staff are eligible to apply for a staff parking permit on site at Barnet Hospital and Chase Farm. There is very limited parking available at the Royal free site.

## Accolades/achievements of the trust

The Royal Free Hospital was founded in 1828, one of the first hospitals in the UK to provide free healthcare.

The Royal Free London combines globally recognised clinical expertise with local and friendly hospital care to represent the best in NHS treatment. Our hospitals are renowned for specialist services.

The Royal Free London leads UK healthcare in a number of areas, including immunology, liver transplant, kidney and bone marrow transplant, cancer treatment, plastic surgery and ENT surgery. The Royal Free Hospital is a major neuroscience base with a network extending throughout North London and into the south East of England. We also run internationally recognised clinical research and training programmes and our hospitals conduct medical research, much of which is of international reputation. The Royal Free London is a leading Trust for the training of doctors, nurses, midwives and professions allied to medicine.

Chase Farm Hospital has recently rebuilt as the UK's first paperless Hospital. In the New Chase Farm Hospital, we have brought together our wide range of services under one roof. Co-designed by our patients, staff, the Royal College Art and specialist architects, we hope to have created a space which is accessible to all.

## Any additional information

At each of our sites we ensure that we are **welcoming, respectful, reassuring and communicative**. These values were chosen by our patients and staff and should underpin all we do. Our staff have attended a series of world class care team sessions to explore exactly how they can ensure they are promoting these values everyday in a changing environment. To do so, we must respond to changes in healthcare technology, finances and, most importantly, patients' needs and expectations.

The quarterly World class care awards were created to further promote our values, staff can nominate their world class colleagues who are actively promoting, championing and consistently delivering the values. The Trust hold an annual staff RFL Oscars awards ceremony, which are about recognising and celebrating the achievements of staff who go 'above and beyond' in making an

overwhelmingly positive difference to the care and wellbeing of our thousands of patients.

## Foundation specific - Induction/shadowing arrangements

All FY1s attend a paid 7 day induction and shadowing period. We provide different training sessions including Induction and meeting with the existing Foundation Doctors and Supervisors on the first 4 days, and the last 3 days are normally allocated to shadow the relevant departments.

## Foundation specific – tasters

A maximum of 5 days may be taken for a taster either in the final 4 months of your F1 year or early within the Foundation Doctors F2 year. These should be arranged locally by you at a time convenient to the specialty you are working in and the proposed Taster specialty. A taster Application form must be completed and submitted to the Medical Education team for approval in the first instance. Details of the contacts in each specialty are available from the Foundation Programme Coordinator.

## Foundation specific – simulation

We have a dedicated Simulation Suite which consists of a console room; debrief room and high-fidelity immersive simulation room. All Foundation trainees are required to attend a simulation training day.

## Foundation Doctor forums

Junior Doctors' Executive Form is available for all junior Doctors to share their feedback. We have Foundation Year 1 and 2 Reps to support the Local Faculty Group and represent your views at these meetings. They will canvas your opinions at monthly Foundation Catch up meetings.

## Foundation specific - educational and clinical supervision

The name of your educational and clinical supervisors for the entire programme will be sent to you before you start and update Horus accounts with their names as well. All Supervisors have been trained for the role.

## Foundation specific - teaching programme

Weekly protected teaching time for Foundation Doctors

Simulation training day

3 days of Generic Skills sessions for FY2s  
START Course

Other teaching sessions such as Medical and Surgical grand rounds, Royal Free rounds, Medical Morning report and other departmental teaching

## Foundation specific - any additional information

The Trust offers a full range of acute and district hospital services. We run a Trust wide excellence in education poster and awards day which all junior Doctors are encouraged to take part in along with all education faculties in the Trust. The Trust also places great importance on staff wellbeing and there are variety programmes in place for staff to get involved.

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# University College London Hospitals NHS Foundation Trust

## Trust contact details

University College London Hospitals NHS  
Foundation Trust  
235 Euston Road  
London  
NW1 2BU

Switchboard: 020 3456 7890



## Foundation training programme directors

Dr Alice Carter, Consultant in Critical Care and  
Anaesthesia

## Facilities - Postgraduate Centre (Location and resources)

Education Centre, 1st Floor West, 250 Euston Road  
Opened late 2008, the Education Centre's facilities  
provide fantastic opportunities for healthcare  
professionals at every level to learn, enhance and  
optimise their clinical skills and medical knowledge  
through experiential learning. Clinical skills

- Accredited centre located in Education Centre
- Full immersion simulation suite
- Large portfolio of simulation-based courses
- Surgical and clinical skills training equipment available for small group teaching/practising skills.

## Facilities - Accommodation (Info about pricing, location etc)

UCLH Staff Residences Subject to availability,  
Genesis Housing Association is pleased to consider  
applications for single person accommodation at the  
above properties, which are all located within walking  
distance of UCLH. The rooms are let fully-furnished -  
each room has a wash hand basin with shared  
bathroom/shower and kitchen facilities. Please note:  
There is a minimum stay of six months. Short Term  
Accommodation Genesis have a small number of  
guest rooms for short term use or for an overnight  
stay for which there is a charge. There are also  
private accommodation agencies, which provide a  
high standard of accommodation at reasonable rates  
for medical and other professionals visiting London,  
attending conferences, courses, exams, research  
projects, business meetings, etc.

## Social activities

The Mess, refurbished in 2018, is furnished with  
comfortable sofas, TV, tables and chairs, computers,  
printer and kitchen including fridge, microwave, and  
kettle. Our Mess Presidents are selected each year  
from our incoming Foundation doctors who organise  
regular socials. No subscription is required for the  
Mess facilities or social activities.

## Library facilities

UCLH Library Services consist of a partnership of  
medical libraries supporting UCLH. Joining  
instructions and further details can be found on the  
libraries' websites. The libraries are: CAMLIS  
[www.uclh.nhs.uk/OurServices/OurHospitals/RLHIM/Pages/camlis.aspx](http://www.uclh.nhs.uk/OurServices/OurHospitals/RLHIM/Pages/camlis.aspx) Located at the Royal London  
Hospital for Integrated Medicine Focus:  
Complementary therapy and alternative medicine  
Queen Square Library (UCL Institute of Neurology)  
[www.ucl.ac.uk/library/sites/neurology](http://www.ucl.ac.uk/library/sites/neurology) Located near  
the National Hospital for Neurology and  
Neurosurgery Focus: Neurology, neurosurgery UCL  
Cruciform Hub [www.ucl.ac.uk/library/sites/cruciform](http://www.ucl.ac.uk/library/sites/cruciform)  
Located near University College Hospital Focus:  
Clinical medicine and medical sciences Joining one  
of the UCL libraries also provides staff with access to  
all other UCL libraries/hubs.

## I.T facilities

All junior doctors will have access to Trust computers  
within the clinical departments and wards where they  
will be based. Additionally, there are computer  
facilities within the doctor's Mess and libraries,  
including the UCL Cruciform Hub which has a  
number of UCLH networked computer. NHS net  
emails can also be accessed at home via web  
browsers. There is also Wi-Fi access available  
across the Trust. EPIC Our new electronic health  
record system (EHRS), EPIC, went live in UCLH in

March 2019. It is a complete and integrated digital record that includes full patient records, clinical decision support, access and patient administration data, as well as tools for scheduling, reporting and communicating with patients, GPs and other healthcare professionals. As part of induction, all clinical and patient facing staff will undertake EPIC training before starting their roles.

## Other facilities (recreational or otherwise)

Our size and resources enable us to offer a range of attractive benefits as well as unparalleled education and development opportunities for staff at all levels. This includes an extensive portfolio of academic and clinical courses and programmes ranging from ongoing personal development through to clinical excellence and leadership skills. UCLH prides itself on its investment in staff both in terms of developing career skills but also its commitment to staff health and wellbeing.

- Get fit, relax and improve your health and wellbeing at the 52 Club, the health and fitness haven for UCLH staff
- We offer childcare provision at the UCLH Nursery, called the Mousehole Nursery, with places for babies and children aged from five months to five years. There is a salary sacrifice option available for nursery fees. Our nurseries are all registered and inspected by OFSTED. We also have links with some other nurseries, including a partnership with the staff nursery at the nearby Great Ormond Street Hospital that offers UCLH staff access to available spaces
- We encourage our staff to live healthy lifestyles and as part of this UCLH has signed up to the 'Bikes for the NHS' cycle to work scheme. This scheme helps staff with the purchase of a tax-free bike for journeys to and from the workplace and saves approximately 40% on the cost of a new bike. We buy the bike on your behalf and lease it back to you through a monthly salary sacrifice scheme, deducted from your gross pay. Once the hire period is complete, you have option to buy the bike for a fair market value or to extend the lease. Staff can hire a bike plus safety equipment up to the value of £1000 as long as; you are employed by UCLH and over the age of 18 years or your employment contract exceeds the 12 month hire period so your wages do not fall below minimum wage after salary deductions.

## Transport links

UCLH is located in the heart of London and is easily accessible by mainline rail, tube and bus transport services. University College Hospital is located on Euston Road, close to Warren Street and Euston Square Tube stations and is within walking distance of Euston railway station.

## Local amenities/attractions

UCLH is located in the heart of central London, which makes it perfect for those planning to commute. It also has easy access to the West End's world-famous theatres, bars and restaurants, shopping and parks. Arguably the biggest headache about living in London is the high cost of accommodation. We therefore have a dedicated accommodation bureau available to UCLH staff seeking advice on finding somewhere to live. We can also provide single person accommodation located within walking distance of UCL hospitals. Rents are fully inclusive of bills and UCLH employees can have rent deducted directly from their monthly salary. For staff who plan to commute into work we offer interest free season ticket loans to allow them to gain maximum discounts on their travel.

## Parking arrangements

Staff parking spaces are allocated on a needs basis. Please note that it is strongly unlikely that spaces will be available to Foundation doctors, as our location benefits from many types of public transport.

## Accolades/achievements of the trust



We are one of the largest and most successful NHS trusts in the country. Almost all services at UCLH operate from new or newly refurbished facilities. Amongst these facilities are the National Hospital for Neurology and Neurosurgery, the UK's largest dedicated neurological and neurosurgical hospital and the Macmillan Cancer Centre, which provides facilities for the diagnosis and treatment of a wide range of cancer and non-cancer conditions alongside Macmillan support and information services for patients, their carers and families. We have a reputation as a centre of clinical excellence:

- Our hospitals are in great central London locations
- We have new facilities and state-of-the-art medical technology
- The wide range of career opportunities that we can offer for the following three years, UCLH has been in the top 20% of all NHS Trusts for the overall staff engagement score in the NHS Staff Survey. We have recently opened a new facility which will be one of Europe's largest centres for the treatment of head and neck conditions, including dental, ENT, and hearing speech and balance. During the course of 2020 we will also

be opening a new building which will house one of only two NHS proton beam therapy centres in the UK. The other centre being at The Christie in Manchester. This new building will also house Europe's largest blood disorder treatment centre and a short stay surgical service.

## Foundation specific - Induction/shadowing arrangements

All FY1s are invited to participate in shadowing prior to starting new roles. This will include a full shadowing programme. All new starters will receive a Trust induction as well as a local induction for each placement.

## Foundation specific – tasters

Support is provided for those trainees wishing to undertake a taster. We have a wide range of specialities and sub-specialities at UCLH.

## Foundation specific – simulation

Foundation doctors take part in a one day immersion, inter-professional simulation training day each year. All trainees are required to attend this training which features a range of scenarios. There is also the opportunity to participate in other simulation courses and on other team-based simulation courses including trauma, ICU, theatre teams. Some departments also offer their own in-house training which uses the same simulation facilities. Foundation doctors may also have an opportunity to attend these sessions.

## Foundation Doctor forums

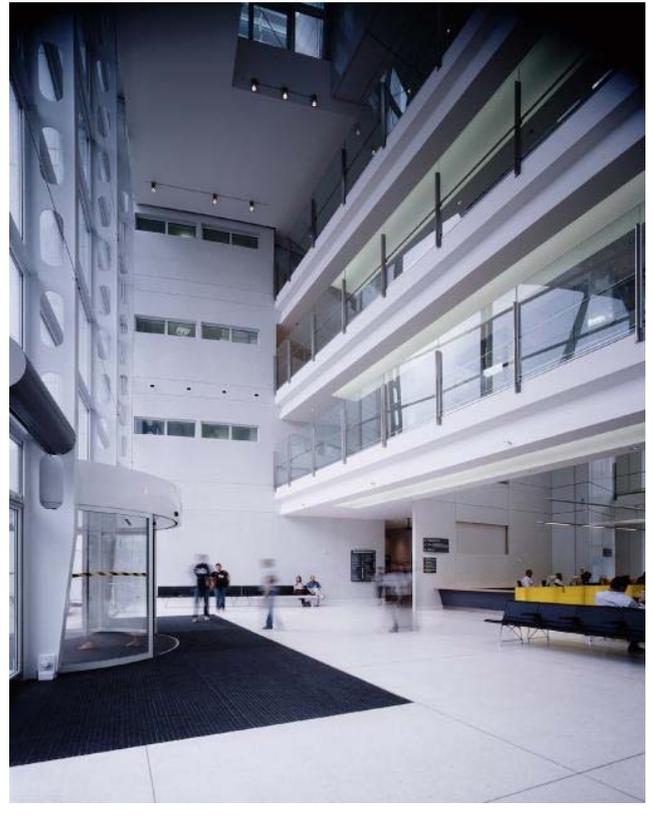
Foundation doctors are asked to nominate Foundation representatives to represent their views at local faculty group meetings (LFGs). The representatives will canvas opinions before each LFG. In addition, all doctors in training are invited to join the two monthly Junior Doctor forum.

## Foundation specific - educational and clinical supervision

All Foundation doctors are assigned an accredited Educational Supervisor for the full year of their rotation. They will also be assigned a Named Clinical Supervisor for each clinical attachment. Training Programme Directors will meet with trainees at least once a year to track progress and provide careers advice.

## Foundation specific - teaching programme

All Foundation doctors receive regular teaching which is fully protected and has been fully curriculum mapped.



# Whittington Health NHS Trust

## Trust contact details

The Whittington Hospital  
Magdala Avenue,  
London  
N19 5NF

Website: [www.whittington.nhs.uk](http://www.whittington.nhs.uk)  
Main Switchboard: 020 7272 3070  
PGME Office: 020 7288 3737

## Foundation training programme directors

Dr Rachel Landau – FY1  
Dr Ruth Law – FY2

## Facilities - Postgraduate Centre (Location and resources)

The foundation programme educational events are held at the Whittington Education Centre. The centre has a variety of meeting and training rooms, including a SIM suite.

## Social activities

- Monthly Mess Social
- Christmas Mess Social
- Summer Ball
- Doctor's Mess
- End of year Excellence Awards for Foundation Trainees and Supervisors

## Library facilities

Whittington Health Library offers a comprehensive and modern library service to NHS staff from Whittington Health, Camden and Islington NHS Foundation Trust, Islington CCG and Primary Care. This includes journal clubs, training, use of computers and the wellbeing room. The library is based in the Highgate Wing of the hospital on Dartmouth Park Hill. Opening hours Monday – Thursday 8:30am – 7pm. (staffed), keycode access until 10pm. Friday 8:30am – 5pm, keycode access until 8pm. More information including online forms to request a literature search, a book or article on <https://www.whittington.nhs.uk/default.asp?c=37353>

## I.T facilities

Access to Trust computers on the wards and in departments. Computers are also available in Doctor's mess, social club, library and Whittington Education Centre. Use of staff Wi-Fi.

## Other facilities (recreational or otherwise)

There is a staff Canteen, coffee shops and a hospital shop. On-site Yoga classes for staff. A ping pong table and a sensory garden.

## Transport links

Easy access to the hospital via public transport:  
By Tube: Archway station (Northern line)  
By bus: C11, 4, 17, 41, 43, 134, 143, 210, 263, 271, 390  
By train: Upper Holloway (London Overground line)

The Whittington also offers the Cycle to Work scheme.

## Local amenities/attractions

Waterlow Park – historic North London Park in Highgate Village which has a pond and nature area, tennis courts and a café.

Hampstead Heath – One of London's most popular open spaces, with rich wildlife and recreational opportunities, athletic track, three swimming ponds and a lido.

Kenwood House in Hampstead Heath – A neo-classical villa housing a rich collection of famous paintings.

Local restaurants, cafes and cinema.

Better leisure centre in Archway (pool, gym, fitness classes)

## Parking arrangements

Parking permits can be applied for, however the parking facilities are limited and applicants need to meet set criteria.

## Accolades/achievements of the trust

The Whittington is normally recognised in GMC surveys for Quality of clinical supervisors, team work and supportive environment. Core Medical Training, Core Surgical Training and Clinical Radiology were amongst the best scores in London in 2019, CMT and ACCS scored high in 2018.

## Any additional information

The Whittington Hospital, part of Whittington Health, is a medium sized teaching hospital. The hospital is proud of its tradition of providing high quality medical education. We seek to provide academic and clinical excellence without losing sight of our role as a community based hospital supporting our local GPs.

We are located in Archway, North London and provide hospital and community care to 500,000 people living in Islington and Haringey, as well as other London Boroughs including Barnet, Enfield, Camden and Hackney.

As one organisation providing both hospital and community services, we are known as an 'integrated care organisation'. Education and training are viewed as a very important element of the services provided by the hospital, especially as it is one of the largest providers of education to postgraduate healthcare workers in London. The hospital has a good reputation for the education opportunities it provides to staff.

## Foundation specific - Induction/shadowing arrangements

The induction programme is designed to introduce trainees to the Trust and our policies and procedures. Medical staffing also attend to ensure that all arrangements for Trainees' employment are in place before they start. Whittington Health operates an electronic prescribing system – trainees will be fully trained in the use of this system as part of their induction. Induction information is usually sent out by the postgraduate medical education department around 1 month in advance of doctors in training starting. Induction for F1 trainees is followed by Preparation for professional practice week, the last 4 days of which are dedicated to shadowing of the outgoing F1s. The following sessions are organised for F1 trainees:

- Safe prescribing training and assessment
- Basic life support training
- Foundation level practical procedures – teaching sessions on practical procedural skills are held throughout August.

## Foundation specific – tasters

Trainees are encouraged to undertake tasters in specialties of interest and are allowed to use up to 5 days of study leave for tasters.

## Foundation specific – simulation

F1 and F2 trainees receive foundation level simulation training on site.

## Foundation Doctor forums

Junior Doctor forum – every first Thursday of the month, chaired by the Guardian of Safe Working. Trainee reps (3 FY1s and 3 FY2s) are responsible for collating feedback from their peers and presenting it at the foundation Faculty meetings (3 times per year), where trainee issues are discussed.

## Foundation specific - educational and clinical supervision

All trainees are assigned an educational supervisor for the year ahead – typically their consultant in their first placement. They are also assigned to a clinical supervisor for each of their placements. The training programme directors meet trainees at induction, but also offer 1 to 1 meetings for career planning and support. At the Whittington we also offer to buddy up our FY1 trainees with higher trainees for additional support with work, ePortfolios and life as a doctor in London in general.

## Foundation specific - teaching programme

Tuesday and Thursday lunchtime protected teaching (joint FY1 and FY2) – 1.5 hours with lunch provided. Departmental teaching, weekly grand rounds and Schwartz rounds to reflect on emotional and social aspects of working at the Whittington in the safe and supportive environment. Monthly patient safety forum, including 'rant and sort' session with the Associate medical director. Quality and improvement workshops, Leadership programme etc. Access to Whittington Moodle, an e-learning platform developed to support the learning and development of all staff. It is an educational multimedia software designed to present learning in an interactive and dynamic way. ALS – 2-day onsite training.

## Foundation specific - any additional information

We have 30 FY1s and 24 FY2s at the Whittington Hospital (medical and surgical) and community placements (GP, Psychiatry, palliative care). We have an excellent reputation as a provider of quality education and training to all of our doctors in training. We offer the benefit of being a busy general hospital delivering a broad clinical experience coupled with a strong commitment to teaching and an academic approach through our background as a university teaching hospital. We have a strong interest in staff well-being and quality improvement projects.

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Stewart House  
32 Russell Square  
London WC1B 5DN  
Tel: 020 7866 3216