

## London & KSS Foundation Bulletin

Tuesday 23<sup>rd</sup> April 2019

Welcome to the **London and KSS** foundation bulletin, brought to you by all the London, Kent, Surrey and Sussex Foundation Schools.

**Reminder: If you are a member of Trust PGMDE staff (including FTPDS, supervisors etc.) or a Trainee, the method for contacting the school is: <https://lasepgmdesupport.hee.nhs.uk/support/home> or by telephoning 020 7866 3216**

**A large number of emails are being sent to personal inboxes and discontinued email addresses, so emails are not being picked up by the correct members of staff.**

You can contact us via  
<https://lasepgmdesupport.hee.nhs.uk/support/home>  
Or by telephoning: 020 7866 3216

### **\*NEW\* HEADLINE CONTENTS**

- **Section A – Foundation Doctors - For Action/Information**
  - New Foundation Schools website is launched
  - New Coaching Careers and Support
  - **New F3 Vacancies** – closing date midnight 24<sup>th</sup> April
  - New **Free** One Day Workshop Dermatology for Foundation Doctors
  - New **Scholarship** to attend Annual Conference Harrogate
  - **REMINDER PLACES STILL AVAILABLE NOW OPEN** - The UKFPO annual Foundation Doctors Academic Conference Friday 17<sup>th</sup> May 2019

▪ Section B – **Foundation Faculty For Action/Information**

- New Foundation Schools website is launched
- **REMINDER PLACES STILL AVAILABLE NOW OPEN** - The UKFPO annual Foundation Doctors Academic Conference Friday 17<sup>th</sup> May 2019
- **\*\*REMINDER\*\*** Programme Fair Feedback survey
- **\*\*REMINDER\*\*** Horus user research / Observing foundation ARCP panels in London or KSS
- Communications about the ARCP process due to go out on 22<sup>nd</sup> April 2019

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**Section A – Information for foundation doctors**

**1. NEW FOUNDATION SCHOOLS WEBSITE IS LAUNCHED**

We are pleased to announce that the new London and KSS Foundation website is finally launched and accessible at:

<http://lonkssfoundation.hee.nhs.uk/>

Each school have their own sections of the site where we will be build up a new online presence for the first time since the 3 schools moved to a central location.

In the coming weeks we will be uploading the Individual Placement Descriptors (IPDs) which we know trusts have been working hard on finalising.

We will also be uploading programme information, so our perspective trainees can find out important information relating to the programmes the schools have on offer.

The website has been designed to incorporate lots of generic and specialist topics relevant to all three schools, which can be found in the joint school and programme information section via the home page.

This website is still very much in development but we do welcome any feedback or ideas. The old South Thames website [www.stfs.org.uk](http://www.stfs.org.uk) is still live, whilst we migrate lots of information across. We will provide further information regarding the decommissioning of this site.

**2. COACHING CAREERS AND SUPPORT**

To access **confidential and free** 1:1 career guidance and support for London and Kent, Surrey and Sussex Foundation Doctors. [Click here to apply to apply for Careers.](#) Follow this link to find out more about the

coaching <https://www.lpmde.ac.uk/professional-development/coaching-service>

### **Careers Career Planning E-Module for Foundation Doctors**

The Careers Team have developed an e-module on **Career Planning for Foundation Doctors** in partnership with E-Learning for Healthcare. The module follows a 4-stage Career management model (**SCAN** – Self Awareness/Career Exploration, **A**rriving at a decision/ **N**ext Steps) with printable workbooks linked to the content of each stage. You can access the module here: <https://www.lpmde.ac.uk/professional-development/careers-unit/doctors/foundation-doctors>

### **\*Specialist clinical communication skills and linguistic support**

1:1 and group sessions for clinicians, addressing individual learning needs for challenging conversations, assertiveness & resilience, issues of language and culture, personal effectiveness, exam performance stress and more:

- Assertiveness in Clinical Practice
- AKT – exam preparation and mock exam
- Developing your English for clinical practice
- Exam preparation workshop
- English Pronunciation for Clinical Practice
- Mindfulness and Resilience
- Stress and exams

*\*Note: There is a small fee to pay at the time of booking which will be refunded in full after attendance*

### **Supported Return to Training (SupportTT)**

The supported Return to Training (SupportTT) programme is a HEE initiative which aims to support all trainees to return to training safely and confidently after a period of absence. A range of options are available; these are targeted at those absent for three months or more, but those absent for a shorter period may opt in. Full details on how to apply are on the [Applying for SupportTT](#) webpages.

Currently in London and KSS there is also funding for a 3 week extended clinical supervision period for all foundation doctors new to the NHS or who have had a two-year break since graduating. [Click here](#) for more details on the offer for foundation doctors.

### **Trainee Doctors & Dentists Support Services (TDDSS)**

The TDDSS is a psychoeducation and support service which aims to offer a range of interventions to support trainees on programmes managed by HEE Local Offices in London & KSS. To find out more about this service, visit: <https://www.lpmde.ac.uk/professional-development/php-hee>

### 3. RESPONSIBLE OFFICER - STFS

All South Thames Foundation School trainees currently have the same Responsible Officer (Dr Alec (Graeme) Dewhurst). Please note this is regardless of whether you are employed in a London NHS Trust or in a Kent, Surrey and Sussex NHS Trust.

### 4. FULL GMC REGISTRATION FOR NON-UK GRADUATES

In order to start the second year of the Foundation Programme (F2) you need to apply for full registration with a licence to practise with the GMC. You should submit your application as early as possible to make sure you have the correct registration in time to start your F2 post.

- **Apply for full registration**

To make your application, please visit the [Applications](#) section of the GMC's website and read the guidance that is relevant to you. You can then make your application online.

- **Check your registration status before working**

Before you start F2, you must make sure you have the correct registration status. You can do this by checking the online [List of Registered Medical Practitioners](#).

- **If you're not in training**

Remember, you can hold [provisional registration](#) for a maximum of three years and 30 days. If you are not in training or want to take a break, you should [give up your provisional registration](#).

If you have any questions about the application process, please [contact the GMC](#).

### 5. LEAVING EARLY – WITHDRAWAL/RESIGNATION

Reminder - If you wish to leave before the official end date of your F1 or F2 programme in order to take up other employment/training opportunities, you will not be signed off as having met foundation training requirements.

**All those wishing to leave are required to complete a withdrawal form.**

**Please visit the [support portal](#) for more information and FAQs.**

<https://lasepgmdsupport.hee.nhs.uk/support/solutions/articles/7000018874-i-have-chosen-to-resign-from-my-training-programme-who-should-i-inform->

### 6. SWAP UPDATE

Please note we can no longer accept paper applications and **all** Local Swap applications must be made via the [support portal](#). Trainees must have received written confirmation from their FTPD or Supervisor and the second applicant, that they agree, prior to submitting the application. All applications will be checked and verified with trust PGMDE staff.

## 1. NEW FOUNDATION SCHOOLS WEBSITE IS LAUNCHED

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## 2. PROGRAMME FAIRS 2019 – Feedback Survey

**\*\*reminder\*\*** If you have not already done so, please can each of the Trusts/Sites complete our short feed-back survey on this year's events.

- [North Central & East London](#)
- [North West London](#)
- [South Thames](#)

## 3. HORUS EPORTFOLIO UPDATE

**Horus user research / Observing foundation ARCP panels in London or KSS**

Kata Vernai who heads up the Horus team, would like to observe some ARCP panels this June. Her aim will be to see how people are interacting with Horus and learn about what's working and what is not building on her observations last June and subsequent system changes. This is purely an observational role – she will not offer any technical (or other) assistance to the panels.

Please respond directly to Kata Varnai [Kata.Varnai@hee.nhs.uk](mailto:Kata.Varnai@hee.nhs.uk) if you can accommodate her request. Availability time frame any time 3-14 June 2019.

### **Horus ePortfolio Change Requests**

All trusts are reminded if they identify any issues with the Horus ePortfolio they can complete a change request form downloaded from [here](#):

This should be submitted to the eTAG committee:

[helpdesk@foundationprogramme.nhs.uk](mailto:helpdesk@foundationprogramme.nhs.uk) and CC'd to Stuart Morris: [stuart.morris@hee.nhs.uk](mailto:stuart.morris@hee.nhs.uk) – To allow Stuart time to discuss your change request with you ahead of the committee meeting, so he can table your request with sufficient detail for consideration.

**Latest updates** - Latest update on the development of the Horus ePortfolio for medical foundation training in HEE [here](#)

#### **4. ARCP process timeline and dates**

Just to advise that communications regarding the ARCP process is due to go out on the 22<sup>nd</sup> April 2019.

#### **5. REMINDER OF THE NEW PROCESS FOR STUDY LEAVE FUNDING**

Full details are on the Portal

<https://lasepgmdesupport.hee.nhs.uk/support/home>

Apart from ALS, generally courses requesting approval fall into two categories: optional and aspirational. Optional is for a single approved course linked to career intentions and can be approved by trusts.

An aspirational course is one which does not appear on the mandatory or optional London and KSS study leave lists; for example, a doctor presenting a paper at a conference may apply for support.

Requests for funding for aspirational courses along with all the relevant information, such as details of fees and expenses and Trust approval should be sent to the relevant Foundation School Director. For overseas courses only fees are remunerated, not expenses.

#### **6. SWAP UPDATE**

Please note we can no longer accept paper applications and **all** Local Swap applications must be made via the [support portal](#). Trainees must have received written confirmation from their FTPD or Supervisor and the second applicant, that they agree, prior to submitting the application. All applications will be checked and verified with trust PGMDE staff.

#### **7. TAB rounds** applicable to London and the South East Foundation Schools

<b>Placement 3</b>	
Opens:	Monday 22 <sup>nd</sup> April 2019

8. **F3 OPPORTUNITIES** – A section for local vacancies is [available here](#). It also includes other important information for those planning to take a year out after F2. If you have vacancies you wish to advertise, please send them to [cathy.fuller@hee.nhs.uk](mailto:cathy.fuller@hee.nhs.uk)

## 9. SAVE THE DATES - FOUNDATION SCHOOL MEETINGS

### STFS Advisory & Development Meetings 2019:

- Thursday 9<sup>th</sup> May 10am-12 noon
- Thursday 19<sup>th</sup> September 10am-12 noon

### NCELFS Management Committee dates for 2019:

- Thursday 23<sup>rd</sup> May
- Thursday 19<sup>th</sup> September

### NWLFS Management Committee dates for 2019:

- Thursday 16<sup>th</sup> May
- Tuesday 24<sup>th</sup> September

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## Section C - Conference/events/courses/recruitment

1. **\*\*NEW\*\* FOUNDATION TRAINEE 1 DAY CONFERENCE IN PSYCHIATRY**  
Interested in a career in psychiatry? **23<sup>rd</sup> May 2019, London**  
Offering a broad range of workshops including a new Sub-specialty speed dating session – **General Adult, CAMHS, Forensic, Eating Disorders, Intellectual Disability, Old Age, Psychotherapy and Academic psychiatry** - For more information and how to [book visit](#) -
2. **\*\*reminder\*\* PERINATAL MENTAL HEALTH SIMULATION TRAINING CHILDREN'S SIMULATION CENTRE, ROYAL ALEXANDRA CHILDREN'S HOSPITAL, BRIGHTON - 3<sup>rd</sup> May 2019 - 6<sup>th</sup> June 2019 - 12<sup>th</sup> July 2019 - 23<sup>rd</sup> Sept 2019 - 10<sup>th</sup> Oct 2019** *with additional regional dates for Conquest Hospital, Hastings and East Surrey Hospital, Surrey to be announced.* This is an Immersive one-day simulation training on the identification and management of common perinatal mental health problems using actors and 'real-life' settings.  
  
For: Midwives, Health Visitors, Mental health nurses, junior doctors (GPVTS, Foundation, Psychiatric and Obstetric Trainees), GPs, and Obstetricians.

Funded by Health Education England and free to book for Kent, Surrey & Sussex staff. Further information and registration form:

<http://brightonsimulation.org.uk/courses/perinatal-mental-health/>

3. **\*\*PLACES STILL AVAILABLE \*\* THE UKFPO ANNUAL FOUNDATION DOCTORS ACADEMIC CONFERENCE, FRIDAY 17<sup>TH</sup> MAY 2019, EDINBURGH INTERNATIONAL CONFERENCE CENTRE** – The conference will be trainee-centered and will be of interest to academically minded Medical Students, Foundation Trainees and any faculty or more Senior Colleagues who are involved in Academic Foundation Trainees. We hope that this complementary event will be of immediate practical assistance to anyone following an academic career path, and those who are advising them.

Themes of academic research, education and leadership training will be included. There will be a focus on Foundation Trainees themselves and their experiences.

To register: <https://healtheducationyh.onlinesurveys.ac.uk/foundation-doctors-academic-conference>

To submit an abstract: <https://healtheducationyh.onlinesurveys.ac.uk/abstract-submission-form>

4. **\*\*FREE PLACES\*\* THE 4<sup>TH</sup> SOUTH LONDON TRAINEES CONFERENCE - 20<sup>TH</sup> MAY 2019 - A FREE FULL DAY CONFERENCE FOR ALL POSTGRADUATE MEDICAL TRAINEES IN SOUTH LONDON.**

Sign up for your complimentary place [here](#) - We will be exploring the multifarious ways in which medics can 'Craft their Capabilities'.

Abstracts for poster presentations invited - Please submit 250-word abstracts to sltnconference@gmail.com – for more information [visit](#) –

5. **\*\*NEW\*\* FREE LEARNING OPPORTUNITY IN DERMATOLOGY FOR FOUNDATION DOCTORS Saturday 1<sup>st</sup> June – London** - The British Association of Dermatologists will be running a free one-day workshop this summer for your foundation doctors. It will be held on a weekend, so you do not need to ask for study leave.

Programme: <https://www.bad.org.uk/shared/get-file.ashx?id=6363&itemtype=document>

Flyer - <https://www.bad.org.uk/shared/get-file.ashx?id=6362&itemtype=document>

6. **A PRACTICAL INTRODUCTION TO INTENSIVE CARE – 20<sup>TH</sup> JULY 2019**  
Education Centre, University College London Hospital  
- Aimed at foundation doctors, core trainees who are *novices* to intensive care



- A day packed with hands-on stations for: ventilator experience, central line and chest drain insertion on simulated models, use of doppler cardiac output monitor
- PLUS, Lectures & Small Group Tutorials
- Breakfast, Lunch & Refreshments
- £130 for the day, + free Oxford Handbook of Critical Care
- Booking and further information [here](#)

#### 7. **PSYCH MEDED 2019, 26-27 SEPTEMBER, GLASGOW**

The RCPsych [Annual Medical Education Conference](#) will take place in Glasgow this year from 26-27 September. As part of the early planning for this event; we are inviting submissions for potential workshops and presentations at the event; along with posters and oral presentations. As part of the College's educational network; we would be grateful if you would consider a submission.

**The deadline for poster submissions is 2pm on 26 April.** We are looking to finalise the programme of workshops and presentations by mid-April. All submissions should be sent to [Emma.George@rcpsych.ac.uk](mailto:Emma.George@rcpsych.ac.uk)

#### 8. **\*\*NEW\*\* SCHOLARSHIP TO ATTEND ANNUAL CONFERENCE HARROGATE THE BRITISH SOCIETY FOR ALLERGY AND CLINICAL IMMUNOLOGY (BSACI) 3-5 OCTOBER 2019**

To increase awareness and interest in Allergy as a specialty, the BSACI is offering scholarships for Core Medical/Internal Medicine trainees to attend this year's annual conference

Open to all **Foundation Year 2 doctors**, Core Medical and Internal Medicine trainees with an interest in or considering a career in Allergy. Up to £550 to cover conference fees, hotel accommodation and travel expenses.

**The application involves supplying a covering letter detailing why you would benefit from this scholarship with a supporting letter from your current supervisor.**

Abstract submission for the conference is encouraged, but is not a requirement. **Deadline for submissions is Monday 29th July 2019**

To find out more about BSACI, please visit our website <https://bsacimeeting.org/>

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**A summary of all courses and conferences are available here and on [Synapse](#), these are updated regularly. Please note that the publicising of courses and events via this bulletin does not imply endorsement by HEE.**