

London & KSS Foundation Bulletin



Monday 3rd June 2019

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

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/>

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

***NEW* HEADLINE CONTENTS**

- For All FTPD's – Invitation to Managing and Supporting Trainees in Difficulty
- Study Leave Update On Process
- Research into video streaming and recording in Post Graduate Medical Education
- [Supporting disabled learners in medical education and training](#)
- New teaching log for recording teaching
- Placement Supervision Groups
- [Essential ethical guidance workshops for doctors new to the UK](#)
- Medical School to F1 TOI
- South Thames Responsible Officer
- ARCP Deadlines
- Applying For Full Registration



For All FTPD's – Invitation to Managing and Supporting Trainees in Difficult Situations' case discussion workshop for Heads of School, Education Leads, Training Programme Directors and Directors of Medical Education/Deputies

27th June 2019 - Venue: Central London Venue – TBC

We would like to invite you to attend this workshop which we are running to provide an opportunity to discuss cases of concern where there may be a particularly challenging aspect to the remediation process.

Places will be offered on a first come first served basis. **If you wish to attend please reply to st.lase@hee.nhs.uk**

The course aims are :-

Workshop aims:

- To provide opportunity to explore complex situations where there is a particularly challenging aspect to the case, outstanding concern or dilemma.
- To facilitate a cross service/boundary case discussion to enable sharing of perspectives and ideas for managing the trainee/learner in difficulty.
- To update senior educators on operations and professional development approaches and resources to support the management of trainees in difficulty including communications pathways.

Intended learning outcomes:

- Participants will have been provided with the opportunity to explore more challenging aspects of case management
- Strengthened understanding of the role of the wider team in the management of the trainee/learner in difficulty.
- Have a good understanding of approaches and resources to support the management of trainees in difficulty

Study Leave - Update On Process For Aspirational Courses

Please discuss aspirational course requests with your Educational Supervisor and TPD in the first instance. Approval should only be sought for courses which are not listed on the mandatory or optional course lists. The lists can be found on the study leave homepage here:

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

If your TPD approves of your aspirational course, they will forward your request to your Head of School, who will contact the Study Leave Team with their approval. If your Head of School does not approve, they will contact you directly to confirm this.

Once your Head of School has confirmed their approval, please complete the **Aspirational Study Leave Application Form** on the PGMDE Support Portal here:

https://lasepgmdesupport.hee.nhs.uk/support/tickets/new?form_d33=true.

Once the Study Leave team has received your completed application form we will issue you with an approval code to make your claim.

Please note that once you have received Head of School approval, you are guaranteed to receive reimbursement and can go ahead and book your course. The approval code issued by our team will enable you to claim back your funding after you have attended your course.

A more detailed explanation of the process can be found on the study leave website here:

<https://lasepgmdesupport.hee.nhs.uk/helpdesk/attachments/7028230748>.

Please contact the team via PSP if you have any further queries.



Research into video streaming and recording in Post Graduate Medical Education

Health Education England would like to understand what is currently happening with video streaming and video recording in Post Graduate Medical Education (PGME). Your help is needed to identify what might be possible in this area in the future. In order to do this, we will be conducting user research with people in different roles in PGME, including trainees across a range of specialties.

Junior doctors - Tutors/trainers/lecturers - Managers/commissioners

The survey link is: <https://healtheducationyh.onlinesurveys.ac.uk/video-streaming-and-recording-in-post-graduate-medical-edu>



New teaching log for recording teaching

From August the way in which teaching is recorded will change.

Rather than the 70% attendance figure, instead FDs will need to attend at least 60 hours, of which at least 30 hours will be core and 30 hours non-core. ALS and statutory and mandatory training are NOT included in this. The number of items that need to be linked into each item in the curriculum, each evidence piece can be used 5 times and maximum of 5 pieces of evidence to each item.

The North FS do not allow SCRIPT to be counted in the 30 hours of additional teaching. Guidance has been circulated to all PG Medical education teams. There is a 10% limit to hours from e learning ALS, SIM days and SCRIPT are additional learning opportunities in the North Schools.

Core teaching = syllabus and curriculum – this should be covered by attendance at the generic teaching sessions put on by each trust.

Non-core teaching = everything else, e.g. EM teaching.

For trainee doctors, a new teaching log has been developed on Horus for you to collect this, in the same way that more senior doctors record their CPD (continuing professional development).

For FD's a new teaching log has been developed on Horus to collect this and record their attendance. A running total will be calculated on Horus, and this will be RAG rated.

This is NOT a change teaching allowing curricular sign-off, just how it is counted. This change has been developed at the request of trainees. It is up to the trainees to decide which teaching to include under the 30-hours of core and 30-hours of non-core teaching.

e-learning, e.g. from SCRIPT or e-LfH, can be used to provide up to 10% (6 hours) of the total. There are currently about 126 modules on e-LfH, linked to Horus.

Placement Supervision Groups

A recent Horus review found that most trainees have no records under PSG – most of the ones that are there are for doctors in GP placements. Please could you remind your supervisors about using PSGs. Consideration is being given to making this a mandatory requirement, under the new curriculum.

Medical School to F1 TOI

Due to the change in process, as discussed at the recent committee meetings; this process is taking longer than expected this year due to the medical schools' deadline for release of the forms being set as 30th of May 2019. HET are processing 1500+ of and will be uploading these to the trust Portal system once we have a full set for each School. We will send notification as soon as this has happened.

South Thames Responsible Officer

We will shortly be contacting the South Thames trainees with information on who their responsible officer is and how they can connect themselves to the correct person. There has been a slight change to how this has been managed previously so we will ensure trusts also notified.

ARCP Deadlines

Trusts are reminded of the ARCP deadlines below. Please notify Stuart Morris and the appropriate Foundation School Director, if you have any trainees who will not be progressing due to unsatisfactory outcomes that we do not already know about.

Key Dates

- Foundation team to send trusts ARCP Spreadsheets: **23rd April 2019**
These will be available on the TRoG system.
- Recommended Virtual Lockdown of Horus – this is the date in time by which Foundation Doctors should have all the evidence submitted for consideration on their ePortfolio: **Midnight 30th May 2019**
- Deadline for return of completed F1 ARCP spreadsheets to ensure F1 progression to Full GMC Registration: **21st June 2019** – If you are unable to meet this deadline it is important you have discussion with Stuart Morris, Senior Officer, as this will have implications for the trainees Full Registration. HET are now responsible for the formal submission of sign off to the GMC in place of the Medical Schools so will be expected to report on any issues or delays pertaining to this process. Please ensure you return the ARCP tracker via PSP: https://lasepgmdesupport.hee.nhs.uk/support/tickets/new?form_1=true
- Deadline for return of completed F2 ARCP spreadsheets to allow enough time for FPCC processing: **1st July 2019**

Full Registration - 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](#).

DATES FOR YOUR DIARY 2019

STFS Advisory & Development

- **Thursday 19th September**

NCELFS Management Committee

- **Thursday 19th September**

NWLFS Management Committee

- **Tuesday 24th September**

USEFUL LINKS

- [F3 Opportunities](#)
- [Courses \(all\)](#)
- [FAQs](#)
- Coaching and support
- [Horus – changes and updates](#)
- Swap update
- Responsible Officers

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