

*Circulation of the Bulletin has altered following feedback and now includes: Programme Directors, GP Trainers, and GP Practice Managers, SEAT Trust Reps, Medical Education Managers and GP Faculty Administrators. This and previous bulletins are on our website: <http://kssdeanery.ac.uk/gp-bulletins-newsletters>*



Health Education Kent  
Surrey and Sussex

## GP Specialty Training Bulletin 102 (1 October 2015)

@HEKSSGP: We are now on Twitter. Follow us for the latest updates on recruitment, training and CPD.



### **GP FACULTY ADMINISTRATORS – PLEASE FORWARD THE BULLETIN TO ALL TRAINEES ON YOUR SCHEME**

**Section A – Information for GP Trainees**

**Section B – Information for Faculty (Programme Directors / GP Trainers)**

**Section C – General Information**

**Section D – Conference/events/courses**

**Section A – Information for GP Trainees**

#### **Message from your New GPSTR Committee**

Welcome back to all the ST2 and ST3 and hello to all of you joining us in ST1.

We are the HEKSS GP specialty trainee representative committee (GPSTRC) and we will be working alongside HEKSS to ensure your GP training exceeds your expectations.

As part of this work we are a forum for any feedback you may have regarding your training. We work as a liaison between the local faculty groups, the local academic board and the LETB and represent your interests at a regional level.

The last year has been very productive and the GPSTRC regional survey of ST1 and ST2 teaching experience is now complete. The information has been analysed and distributed to the relevant areas within HEKSS. You should hear from your local GPSTRC representatives about the results from your training scheme and the next steps planned to make improvements where required.

This project is unique in its inception and implementation led solely by the GPSTRC. Thanks to the extensive work by last year's committee improvements to the training schemes are on the way where they were needed and good practice will be shared amongst all.

As the first part of this academic year kicks off please get in touch with your LFG representative and let them know if you have any questions or concerns. At this time Induction is usually a hot topic: let them know what is working well and what you wish could have been done better. If things are not resolved at a local level we can get involved and a resolution sought in conjunction with the HEKSS.

Please contact your Programme Director or your training scheme administrator for the names and contact details of your representatives. If you are interested in becoming involved they will be able to give you the necessary information on current vacancies and who to contact.

**Dr Sarah Steely** GPST2  
HEKSS GPSTRC Chair

**Dr Charlotte Upward** GPST3  
HEKSS GPSTRC Deputy Chair

## Assessment of practical skills – latest update

The approval to move DOPS to CEPS is in its final phase. For all trainees approaching CCT there needs to be evidence in the eportfolio which could be from CEPS or DOPS in order to meet the curriculum requirements for the current/previous mandatory DOPs.

When a decision has been reached by the GMC we will provide further updates.

## AKT Guidance from the RCGP

The RCGP exams team has launched two new and freely available resources for GP trainees planning to sit the MRCGP Applied Knowledge Test. Both resources have been prepared by the AKT core group in conjunction with AITs and reflect a practical approach to taking the exam.

- 'Preparing to take the AKT' is a concise guide designed to help with exam preparation and will be helpful to trainees, trainers and educationalists involved with GP training.
- The 'AKT Podcast' follows on from the success of the CSA podcast and has been created with the help of the InnovAiT podcast team. Trainees, a Programme Director and AKT group member are all interviewed and the discussions cover a broad range of frequently asked questions.

Both of these are now available on the [RCGP AKT exam webpage](#) in the section entitled 'How to prepare for the AKT', alongside a wide range of downloadable resources.

The RCGP exams team would particularly like to thank Drs Simon Glew and Toby Holland for their invaluable contributions to developing this resource

## KIT Days

On statutory leave and want to Keep In Touch? When doing this in general practice you must have indemnity cover. If you are trainee employed under the single employer model (SEAT) and have elected to take out the indemnity package HEKSS has procured from the Medical Defense Union you should notify HEKSS (Sultana Parvez on [sparvez@kss.hee.nhs.uk](mailto:sparvez@kss.hee.nhs.uk)) of the date of your KIT day and the additional cover will be arranged for you. If phoning the MDU directly please ensure to you state you are with the HEKSS SEAT Indemnity package (if this is appropriate to you). For trainees not using the MDU indemnity package or part of SEAT you must phone your insurer directly.

## There's nothing general about general practice

Health Education England has launched the 'There's nothing general about general practice' campaign. This campaign is designed to encourage foundation doctors, specifically those in year 2, to consider GP specialty training and is being run in partnership with NHS England, the Royal College of General Practitioners and the British Medical Association.

You can find out more on:

- The campaign page on the GPNRO website– <https://gprecruitment.hee.nhs.uk/Recruitment/Nothing-General>
- The campaign Facebook page– <https://www.facebook.com/nothinggeneral>
- The first campaign video on YouTube – <https://www.youtube.com/embed/WfajPqPrRkM>
- The press release announcing the launch of the campaign - <https://hee.nhs.uk/2015/09/24/new-campaign-launched-to-inspire-young-medics-to-choose-general-practice/>

Anyone who cares about the future of general practice as a career should get involved.

## Section B – Information for Faculty (Programme Directors / GP Trainers)

### Annual General Meeting : Save the Date: 10<sup>th</sup> March 2016

HEKSS Department of Primary and Community Care Education (formerly the GP Department) wishes to continue to recognise individuals who have made an identifiable contribution to education being delivered

in Primary and Community Care, including GP training, in Kent, Surrey & Sussex, by way of an educational award.

There are many hard working and deserving colleagues, GP Trainers, Programme Directors, GP Tutors, Primary Care Workforce Tutors, Medical Education Managers, Clinical Tutors, Consultants, GP Practice Managers, GP Registrars and many more Individuals who contribute to Primary and Community Care education and this year is no exception.

Please take time to think of your colleagues and if you would like to nominate someone for an award, applications should be received in the deanery by **Monday 23 November 2015**.

**The guidance and application form is available to download from:**

<http://kssdeanery.ac.uk/event/annual-gp-conference-2016>

A subcommittee of the GP School Board will select the successful recipients and presentation of the awards will take place at the Health Education Kent Surrey Sussex Annual GP Conference on Thursday 10 March 2016 venue to be confirmed. PLEASE SAVE THE DATE IN YOUR DIARY.

### **Education Supervisor Claims for hosting ST1/ST2 Trainees**

All GP Trainers who have taken on Educational Supervisor responsibility for GPST1 and GPST2 Trainees from **August 2015** should have been contacted directly in order that they will be able to claim a one-off payment of £500 per trainee (per 12 months pro rata) when placed outside of the GP practice, in recognition of this additional responsibility. **(NB: This payment is not applicable to FY2 Trainee supervision).**

Please note that **late claims may not be processed** and we would therefore ask you to please submit your claim by no later than **30 November 2015** otherwise we may not be able to guarantee payment.

#### **Claiming for the ES grants:**

Please note the following requirements when completing the form which will help us to expedite the processing of your claim:

- To be submitted using the Educational Supervisor claim form available to download from the website at: <http://kssdeanery.ac.uk/gp-trainer-resources>
- to be TYPED (handwritten claims can no longer be accepted)
- the trainees GMC number and full name must be included on the form
- **payments can only be paid to the Practice Account and not to individuals and the account name must be completed in the "Payable To" section on front page of the form.**
- the claim form must be signed before being returned to us.

Please send completed forms to Shirelee Rebeiro either by email to [srebeiro@kss.hee.nhs.uk](mailto:srebeiro@kss.hee.nhs.uk) or by fax: 020 7415 3687 or by post to HEKSS, Dept of Postgraduate GP Education, 7 Bermondsey St, London SE1 2DD.

### **Transfer of information forms**

Forms to assist the meaningful transfer of information regarding trainees have been developed, and are available here: <http://kssdeanery.ac.uk/general-practice/gp-programme-directors/forms-guidance-handbooks-policies>

These forms should be completed:

- Whenever trainees transfer between GP training schemes
- Whenever Trainees in Difficulty transfer between placements
- Where concerns have been raised in a placement, to ensure future Clinical Supervisors are aware of these concerns.

The forms need to be shared with trainees themselves, and copied to the GP Training Manager, as outlined on the form.

### **Who can act as 'Educational Supervisor' for GP trainees?**

Whilst educators who are on the educator pathway, or have been approved as Clinical Supervisor for Foundation doctors, need to gain experience in providing supervision and support for a variety of learners,

Programme Directors are reminded that only accredited GP trainers can act as Educational Supervisors for GP trainees, regardless of their stage of training.

When planning future placements, whilst it may be anticipated that new trainers may take on GP trainees as their educational supervisees in the future, we can't provide access to the e-portfolio until they have been accredited as a trainer by the Trainer Selection Committee. This may mean some trainees have a temporary Educational Supervisor whilst their eventual GP trainer progresses towards accreditation.

### Programme Director Appointments / Vacancies

Area	Sessions	Appointment
East Kent	2 sessions	Vacancy
East Kent	1 sessions	Vacancy

#### New Appointments

No new appointments

### Section C – General Information

#### Section D - Conference/events/courses

#### HEKSS Showcase 2015 – Saturday 17 October 2015 – Amba Hotel Charing Cross

HEKSS are hosting the HEKSS Showcase 2015, which is open to all Foundation trainees from across the UK and is free of charge. This event provides you a chance to see first-hand the excellent training opportunities, initiatives and support offered in the HEKSS region through the eyes of the leading Consultants and fellow trainee doctors in the South East. During the event there will be a range of interactive talks covering the fantastic opportunities available within the diverse regions of HEKSS. Hear from trainees who have already benefitted from the encouragement HEKSS provides, and who have been supported in taking out of programme opportunities, such as fellowships, leadership roles or research. In addition there will be interactive careers talks, explaining how to prepare for interviews, CV building and other top-tips, plus the chance on the day to have a personal session with a careers advice expert, to offer more tailored advice and guidance. The showcase will be well attended by HEKSS stakeholders including a number of stands with representatives from each Trust (staff and trainee doctors), all HEKSS teams, the BMA, indemnity providers and others to be confirmed. The HEKSS showcase provides an ideal opportunity for you to get all your career questions answered. To find out more please click <http://bit.ly/KSSShowcase>, which has the highlights of our 2014 event, has feedback from attendees and has details of how to book your free ticket.

If there are topics that you would like to see covered, or you have questions, please contact us at [kssrecruitment@kss.hee.nhs.uk](mailto:kssrecruitment@kss.hee.nhs.uk), or tweet us at @HEKSSspecialty, using #KSSshowcase



#### CHSS Seminar series – next opportunity

Professor Michael Calnan of The University of Kent will present ***Still 'Elegantly muddling through'? Trust and the management of uncertainty in healthcare rationing decisions in England.***

The seminar will be held on Wednesday 07 October 2015 from 1.30pm to 3.00pm in the Knowledge Management Centre at CHSS, University of Kent, Canterbury Campus.

To book your place, please contact Helen Wooldridge by email at: [h.l.wooldridge@kent.ac.uk](mailto:h.l.wooldridge@kent.ac.uk)

Further details here: <http://www.kent.ac.uk/chss/news/index.html?view=831>

#### Safe Transition for Internationally Educated Healthcare Professionals (IEHPs)

## Conference: 12 Nov 2015

London LETBs Professional Support Unit are pleased to invite you to this free one day follow up conference which is for educators, managers and supervisors in clinical practice along with educators in allied health professions. For information about this full day (9am – 5pm) conference and programme, please click into the e-flyer.

To book your FREE place, or find out more [CLICK HERE](#)

## Work/Life Week

HEE has developed resources which you may find helpful around supporting resilience. These include a video and an assistance programme which can be accessed at:

<http://www.workingfamilies.org.uk/employers/national-work-life-week/national-work-life-week-videos/>

and <http://www.eefhealthassuredeap.co.uk/login.aspx?page=132&folder=76>

Username: Health Education

Password: England

## Practice Managers Annual Conference – Tuesday 12 January 2016

As in previous years, we are once again delighted to announce that we shall be holding our Annual Practice Managers Meeting on **Tuesday, 12 January 2016 at the Charis Centre, West Green Drive, Crawley, West Sussex RH11 7EL.**

The meeting will take place between 9.00 and 1.00 pm.

The full programme will be issued in due course but in the meantime we would ask that you put the date in your diary and look forward to seeing as many of you as possible at this meeting.

To book your place now please contact Julie Malvermi: [jmalvermi@kss.hee.nhs.uk](mailto:jmalvermi@kss.hee.nhs.uk)

### **DATES FOR YOUR DIARY:**

For further details and to book on all these events and more, please access our website:

<http://kssdeanery.ac.uk/events/general-practice>

Event	Date	Venue
Sussex Trainers Day	7 October 2015	Holiday Inn, Gatwick
Kent Trainers Day	8 October 2015	Holiday Inn, Maidstone
Surrey Trainers Day	5 November 2015	Holiday Inn, Guildford
Trainers Winter Workshop	25 – 27 Nov 2015	Cumberland Lodge, Windsor
Kent Programme Director Conference	2 December 2015	Medway Campus, Canterbury Christ Church University
Sussex Programme Director Conference	10 December 2015	Amex Stadium, Falmer
Surrey Programme Director Conference	10 December 2015	Holiday Inn, Guildford
GP Annual Conference	10 March 2016	TBC

### **KSS GP Specialty Training e-Bulletin**

Our aim is to meet your need regarding the sharing of information from HEKSS. We welcome your input and feedback. Please send any comments regarding this Bulletin, or suggestions for inclusion to Sue Smith [ssmith@kss.hee.nhs.uk](mailto:ssmith@kss.hee.nhs.uk)

Sent on behalf of:

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Please note that the publicising of courses and events in this bulletin does not imply endorsement by the GP Department of HEKSS.