

Circulation of the Bulletin includes: GP PDs, GP Clinical & Educational Supervisors, Practice Managers, SEAT Trust Reps, Medical Education Managers/Faculty Admin; [gpsouth.lase@hee.nhs.uk](mailto:gpsouth.lase@hee.nhs.uk)

This and previous bulletins are on our website: <http://kssdeanery.ac.uk/gp-bulletins-newsletters>



Health Education England

Working across Kent, Surrey & Sussex

## GP Specialty Training Bulletin 113 (6 Jul 17)

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



Follow us on Twitter

We recommend all readers browse the trainee and faculty sections of the bulletin to ensure they don't miss anything new

**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](#)

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[Section A – Information for GP Trainees](#)

[Moving forwards in General Practice Event - CHANGE OF VENUE](#)

All GP trainees completing their training in August 2017 are cordially invited to a joint event between HEE KSS GP School and the RCGP local faculties. A series of workshops and presentations will be offered, helping trainees prepare for their future as independent GPs.

**YOU NEED TO REGISTER TO ATTEND THIS EVENT:** <http://kssdeanery.ac.uk/gp-trainees-resources/gpst3-graduation>

Keynote speakers will include:

**Dr Terry Kemple**, President of the RGCP

**Dr Richard Vautrey**, Deputy Chair of BMA GP committee

**Prof Hilary Diack**, Head of Primary & Community Care Education, HEE KSS

Date: **Wednesday 19<sup>th</sup> July 2017**

Time: 09.30 – 16.30

**PLEASE NOTE CHANGE OF VENUE – PARK CRESCENT CONFERENCE CENTRE, 229 GREAT PORTLAND STREET, LONDON. W1W 5PN**

## [GMC Confidentiality guidance](#)

GP trainees should be aware of new guidance from the GMC regarding Confidentiality. The guidance can be accessed here: [http://www.gmc-uk.org/guidance/ethical\\_guidance/confidentiality.asp](http://www.gmc-uk.org/guidance/ethical_guidance/confidentiality.asp)

## [Asthma deaths](#)

We have been asked to ensure all GP trainees are aware of the 'Why Asthma Still Kills' report published in May 2014 by the Royal College of Physicians (London). To access the report and more information please visit: <https://www.rcplondon.ac.uk/projects/national-review-asthma-deaths>. All programmes will also need to cover this topic in their half-day release schemes.

## [AKT workshop for KSS GP trainees](#)

### **19<sup>th</sup> September 2017 Holiday Inn, Gatwick**

HEEKSS GP School is pleased to offer KSS GP Trainees the opportunity to attend a one day AKT preparation course which will be held at Gatwick. The RCGP Wessex Faculty are running this full day course at Holiday Inn, Gatwick and trainees must arrive for 08:45am registration. There will be opportunity to undertake a Mock Exam paper on the day.

Trainees must register with full intention of attending this HEE KSS funded course – please register your interest to attend here: <http://kssdeanery.ac.uk/events/general-practice>

This highly rated course will fill up quickly – don't delay in booking your place.

## [RCGP Essential Knowledge Update \(EKU\)](#)

The RCGP have recently released their latest ECU 2017.2. This provides a summary of important new and changing knowledge on a variety of primary topics encountered by GPs, is available free to all RCGP members and AITs and can be accessed here: <http://elearning.rcgp.org.uk/course/index.php?categoryid=2>

## [Section B – Information for Faculty \(Programme Directors / GP Trainers / Clinical Supervisors\)](#)

### [STC Dates and GPSTR Committee](#)

Dates for future STC and GP Trainee committee meetings:

20/07/2017	STC	Room 8&9 Stewart House	/	Trainee Committee	Room 17
19/10/2017	STC	Room 8&9 Stewart House	/	Trainee Committee	Room 24
18/01/2018	STC	Room 8&9 Stewart House	/	Trainee Committee	Room 24

### [Trainer Grant claim form](#)

Please ensure you use the latest form (May 2017) to claim your trainer grant. For all trainees employed under the SEAT rules, the form can be found here: <http://kssdeanery.ac.uk/gp-single-lead-employer>

**PRACTICE MANAGERS: PLEASE BE AWARE THAT WE ARE NOW UNABLE TO PROCESS CLAIMS WHICH CROSS THE FINANCIAL YEAR BOUNDARY – THIS MEANS YOU MAY NEED TO SUBMIT TWO FORMS, ONE COVERING EACH FINANCIAL YEAR AFFECTED.**

### [HEE London and South East \(HEE LaSE\)](#)

Please remember to use the following contact details:

<b>For GP training queries (including ARCP and programme issues):</b>	<a href="mailto:gpsouth.lase@hee.nhs.uk">gpsouth.lase@hee.nhs.uk</a>
<b>For GP recruitment issues:</b>	<a href="mailto:medicalrecruitment.lase@hee.nhs.uk">medicalrecruitment.lase@hee.nhs.uk</a>
<b>For GP educator accreditation issues:</b>	<a href="mailto:gpquality.lase@hee.nhs.uk">gpquality.lase@hee.nhs.uk</a>
<b>For GP educator pathway issues:</b>	<a href="mailto:gpeducatorpathway@kss.hee.nhs.uk">gpeducatorpathway@kss.hee.nhs.uk</a>

It is very helpful if you can identify your patch or programme in the subject of any contact with the various teams, please.

**We appreciate your patience and support at this time of transition. If you have any problems receiving responses from these addresses, please contact the Head of School:**

[christopher.warwick@hee.nhs.uk](mailto:christopher.warwick@hee.nhs.uk)

### **Foundation Doctor Clinical Supervisors – new e-portfolio**

The Foundation School has a new e-portfolio for foundation doctors, Horus, to record their learning in, and all GP Clinical Supervisors will need to use this system when it comes into action in August 2017. All CSs will receive a log in shortly. A webinar is available on line to teach you how this new system will work – please take a look here: [webinar](#)

Further information for anyone acting as a Foundation Clinical Supervisor is available here: <http://www.stfs.org.uk/doctor/horus>.

If you have any other queries please contact the Foundation Programme Director for your area,

### **SEAT contract – don't forget to sign**

Trusts will be sending SEAT contracts to all practices for August starters, please can we ask that you support this by promptly returning the signed contract, which is a standard contract used over recent years.

### **New online resource for educators**

#### **The Educator Hub**

Health Education England's (HEE) Educator Hub is a new e-learning resource aimed at educators and supervisors of doctors, nurses, midwives, dentists, pharmacists, allied health professionals and healthcare scientists and it is now live.

The content, which is hosted on the HEE e-Learning for Healthcare (e-LfH) Hub, includes both academic and video-based practical modules, such as supervision, feedback, workplace based assessments and Annual Review of Competence Progression (ARCP). These have been migrated from HEE Kent, Surrey, Sussex's e-Training for Trainers (etft) platform together with London's Multiprofessional Faculty Development modules. Complementary content from other regions will also be included to produce a national resource.

Modules are linked to the new 'Professional Development Framework for Educators' which is being adopted in London and South East in the first instance. The framework domains map to professional regulatory standards for education and training including HEE's Quality Framework standards and are applicable to all educators working in clinical practice and Higher Education Institutions (HEIs) as guidance for best practice.

Professor Elizabeth Hughes, Dean and Director of Education, HEE, London and South East said: “The Educator Hub e-learning modules support the professional development of educators. They include formative and summative assessments followed by certification allowing the educator to demonstrate their learning”.



To access the national e-learning resources please click [here](#).

For more information about the Educator Hub

please email: [facultydevelopment.lase@hee.nhs.uk](mailto:facultydevelopment.lase@hee.nhs.uk).

### **Supporting colleagues with GMC conditions**

We are aware that GP Educators are approached from time to time by colleagues issued with conditions on their practice by the GMC, which can include requiring Educational Supervision. GP educators are advised that whilst they might wish to support colleagues in this way, that they would require independent indemnity for undertaking this role, and that it does not form part of the work of HEE, and therefore for which HEE would not provide any sort of indemnity. Confirmation should be sought from the supervisor's own indemnity organisation prior to agreeing to this additional work, which is arranged directly between the doctor and the supervisor.

HEE would also remind educators to notify their indemnity provider of any educational role they have, in order to ensure they are adequately covered. We are reassured by the major providers that this should not incur additional charges.

### **Changes in practice & CQC reporting**

Please remember to complete a change form and submit it to HEE in the event of any changes to the personnel in a practice, and to notify your Patch Associate GP Dean in the event of any CQC report which requires improvement or is lower than 'good' overall. This information is particularly important in the event of any mergers between practices. The necessary form for completion can be found here: <http://kssdeanery.ac.uk/general-practice-managers>

### **Junior Doctors' contract**

The BMA have released additional advice regarding the new junior doctors' contract, particularly aimed at GP practices. The advice can be accessed here: <https://www.bma.org.uk/advice/employment/gp-practices/gps-and-staff/guidance-for-gp-practices-on-the-2016-junior-doctors-contract>

### **GP Training Recruitment – Round 2 2017/8**

Update from the GP Recruitment Campaign Team, HEE:

*Dear colleague*

*There has been an increase in the number of enquiries about how to become a GP from trainees across all specialties, consultant, trust and staff grade doctors. Changes in the NHS over recent years means that more services are provided by multi-professional primary care teams. The report, [‘The future of primary care, creating teams for tomorrow’](#) gives more insight into these developments.*

*We understand that it is not so easy to find information when you have moved on from the normal training cycle. There are [some case studies](#) and [frequently asked questions](#) on the GP National Recruitment Office (GPNRO) website and ask that you forward on this email to your networks, colleagues, peers or friends who may be interested about switching to a career as a GP. Email*

[gprecruitment@hee.nhs.uk](mailto:gprecruitment@hee.nhs.uk) if you would like to be put in contact with someone who has retrained as a GP.

The next training application round adverts will appear on NHS Jobs, Oriel and Universal Job Match websites on the 20 July with **applications opening 1 – 17 August**.

### Patch Associate Dean leaving

Dr Bob Ward has moved on from the post of Patch Associate GP Dean for Crawley & East Surrey. Bob will remain a familiar figure at a number of educational events as he works with us in the future, and we thank him for all his work in supporting educators and trainees over the years.

You'll see below that the process to find a new PAD is well under way, and any queries in the meantime should be addressed to the Head of School, Dr Warwick, at :

[Christopher.warwick@hee.nhs.uk](mailto:Christopher.warwick@hee.nhs.uk)

### Programme Director Appointments / Vacancies

<b>Appointment</b>		
<b>Guildford</b>	<b>2 Sessions – Interim until 31.1.17 (commencing tbc August 17)</b>	<b>Debra Harper</b>
<b>Vacancy</b>		
<b>Worthing</b>	<b>2 sessions – interim until 31.07.18</b>	<b>Being advertised on NHS jobs shortly</b>

### Patch Associate GP Dean Appointments / Vacancies

<b>Vacancy</b>		
<b>East Surrey &amp; Crawley</b>	<b>3 Sessions – Interim until 31.1.17</b>	<b>Interviews 12th July</b>

To informally discuss either of the above opportunities, please contact your Patch Associate GP Dean or the Head of School.

### Section C – General Information

#### Practice Managers' Handbook

An updated version of the Practice Managers Handbook is now available on the website from the Practice Managers Page: <http://kssdeanery.ac.uk/general-practice-managers>.

Please take the time to read this as it includes the recent changes in administrative processes. Appendix C is particularly helpful as it contains information about claims and who to contact.

#### London and South East Careers Unit

We are delighted to announce that as of 1st of April 2017, the new HEE London and South East (L&SE) Careers Unit has been formed (incorporating the previous KSS and London services)

The new L&SE Careers Unit service is designed to increase access to specialist careers support to trainees & learners regardless of work rotas and geographical location. The specialist services offered include:

- New interactive, careers e-learning modules including - 'Applying for Specialty Training – all you need to know' for Foundation trainees covering career planning, up to date information

and advice on making specialty applications and the selection processes. Available Autumn 2017.

- An e-module for education/clinical supervisors supporting their role in providing careers support to trainees. Available Autumn 2017.
- L&SE Careers Unit website (<http://www.lpmde.ac.uk/professional-development/careers-unit>) providing specific careers information for doctors, links to other relevant websites, information on L&SE Careers Unit activity as well as a range of career planning materials.

Individual support is available using a range of delivery options including telephone, Skype, WebEx as well as face to face appointments. All face to face appointments will take place in or near our offices in Russell Square. Individual careers sessions are by self-referral only and can be arranged by contacting us at: [careersunit.lase@hee.nhs.uk](mailto:careersunit.lase@hee.nhs.uk) If you have questions about any of the above, please do not hesitate to email us at [careersunit.lase@hee.nhs.uk](mailto:careersunit.lase@hee.nhs.uk)

### **Faculty of Clinical Informatics**

The National Information Board in Building a Digital-Ready Workforce developed the Faculty of Clinical Informatics, a professional body for clinicians who have an interest in data, information, knowledge and technology. If you want to get involved or know more, visit: <http://www.facultyofclinicalinformatics.org.uk/>

### **Let's work together- workforce retention initiative from HEE**

*Dear Colleague*

*I'm writing to you for two reasons:*

- *Firstly, to share some exciting news – Kent, Surrey and Sussex is hosting the country's first "online conversation" on staff retention from Tuesday, 27 June; and*
- *secondly, we need your help to encourage people to take part in the summit.*

#### ***Let's Work Together – what is it and why?***

*We are hosting the country's first "online summit" on staff retention. "Let's Work Together" will be a three week "big conversation" that will help us to:*

- 1. Explore and understand what staff believe causes or solves our staff retention challenge across Kent, Surrey and Sussex; and*
- 2. co-create a toolkit of practice, by helping employees as well as HR and Organisational Development leaders to share their retention success stories and evidence.*

*Here is the link to the online conversation – Let's Work Together*

<https://lwt.clevertogogether.com>

*On the website you can share your ideas and vote on the ideas of others, all anonymously.*

*This summit is using a novel research methodology, crowdsourcing, to help our region work together to help understand and address retention as a critical issue that impacts us all.*

*I'm sure you'd agree that health and care organisations across Kent, Surrey and Sussex need to improve the retention of our collective workforce, if for no other reason than to reduce pressures on our staff. My discussions at Local Workforce Action Boards, STP leadership, stakeholder events and in HEE's outreach with professional networks and individual employers all point to this being true. They point to a two-fold "retention challenge":*

- 1. We lack a clear view of what our workforce believes to be the drivers of retention issues – if we*

can understand the prevailing narrative we may be more empowered to address our retention challenges; and

2. we lack a shared view of the HR and OD interventions we're deploying to improve our retention – if we can share and explore our practices and success across the region we might get better at supporting our people to stay.

*In responding to this challenge, HEE KSS has commissioned a new research project – Let's Work Together. Rather than testing pre-existing assumptions, this project will create a safe space to listen to the views and experience of staff and HR/OD leaders. We're going to do this, at scale, non-judgmentally, from a blank slate, using a research approach known as crowdsourcing. This means we will listen to our people, through a web-based channel in which they can openly and anonymously engage. We will ask them to share ideas, insight, practice and evidence about our retention challenges and, using smart analytics and facilitation, we will create new insight from the ground-up, with the people who work in and support the region.*

*As well as providing new insight and a toolkit, we hope this research project will reinvigorate our region's community of practice – bringing more people and ideas together to enhance and expand our capabilities to better retain our most precious asset, our people.*

*This is an ambitious and innovative research project. To achieve our goals, we've teamed up with an organisation called Clever Together. Their past research and discovery projects in health and care include "Taking Charge Together" with Devolution Greater Manchester and #AHPsIntoAction, a national AHP project with NHS England.*

### **How you can help**

*I've written to the senior leaders of organisations providing health and care in Kent, Surrey and Sussex, asking them to invite their people to join the summit on 27 June.*

*In order for this research project to be a success we want to hear from as many people as possible. I am asking you to get involved and also encourage people working in health and care in Kent, Surrey and Sussex to take part in the summit. People can visit the website as many times as they like, from a PC, tablet or smart phone from 27 June to 17 July. There are no restrictions on the number of comments, ideas and votes that can be shared; the more the better! Remember all your contributions are anonymous.*

**No matter where they work, what their role is within health and care in Kent, Surrey and Sussex, we want to hear their views!**

*We encourage you to get your friends and colleagues working in health and care in the region to get involved as well.*

*This online workshop is open until **Monday 17 July**.*

*To help with the promotion we have attached a poster and flyer you may want to share with your colleagues and peers.*

*After closing the online workshop we will analyse all of your contributions to:*

- *Build a deep understanding of why people leave their role or organisation;*
- *create an emerging toolkit that will inspire and support health and care across Kent, Surrey and Sussex to provide a better experience for staff and support them to remain in their organisation; and*
- *promote the value of staff retention across the region and shine a spotlight on the great work already happening.*

### **Win prizes for taking part**

*The research company who is doing this work is giving away prizes randomly for people taking part. The prizes range from £50 vouchers for a registered charity of your choice and £10 Amazon vouchers.*

**Please take the time to have your say, and encourage others to get involved – your opinion matters to us.**

*We look forward to learning from you. Kind regards,*

*Philippa*

**Philippa Spicer, Director**

**Health Education England working across Kent, Surrey and Sussex**

Crawley Hospital | 3rd Floor | Red Wing | West Green Drive | Crawley | West Sussex RH11 7DH

### **GP infant feeding network**

GPs can play an important part in supporting patients to breast feed. Of interest to GPs and trainees alike, for more evidence-based information on how you can guide your patients on all aspects of feeding their infants, visit: [www.gpifn.org.uk](http://www.gpifn.org.uk)

### **Primary Care Fellowship in Urgent and Acute Care**

A fantastic opportunity is available in Coastal West Sussex for a 12-month Primary Care Fellowship in Urgent and Acute Care. The fellow will work in both primary care and in urgent care, whilst undertaking a Post Graduate Certificate in Health and Wellbeing, with a focus on primary care leadership and quality improvement. This exciting role aims to support the delivery of integrated care across primary and secondary care. It would suit a newly qualified GP who wishes to consider portfolio working in the future. Please see the link below for more information:

[https://www.jobs.nhs.uk/xi/vacancy/22274b3a00f2128ae0a8f58118fbb8d9/?vac\\_ref=914688165Primary\\_Care\\_Fellowship\\_in\\_Urgent\\_and\\_Acute\\_Care\\_-\\_Coastal\\_West\\_Sussex](https://www.jobs.nhs.uk/xi/vacancy/22274b3a00f2128ae0a8f58118fbb8d9/?vac_ref=914688165Primary_Care_Fellowship_in_Urgent_and_Acute_Care_-_Coastal_West_Sussex)

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

#### **RCGP GP SelfTest – resource for AKT preparation**

*GP SelfTest is the new RCGP accredited learning needs assessment tool that can be used as a revision resource by AITs preparing for the MRCGP Applied Knowledge Test (AKT) and by qualified GPs as a Continuing Professional Development (CPD) resource to demonstrate ongoing competence for appraisals and revalidation.*

*Users can take a variety of tests an unlimited amount of times, without needing to answer all questions in one sitting and benefit from extensive feedback to questions answered with comprehensive links to further education resources. You can read more information on this in our recent [eLearning blog](#) on GP SelfTest and further information [here](#).*

*GP SelfTest currently has 4,000 users and has the mark of excellence as it's the only resource approved by RCGP and aligned with the RCGP AKT exam. It's good value for money compared to competitors with RCGP members able to purchase a 6-month subscription for £30 and 12-month subscription for £50. Non RCGP members can purchase a 6-month subscription for £70 and 12-month subscription for £140.*

*Some feedback from our users includes:*

- *Official question bank*
- *The variety of topics and the different levels of the questions are excellent with a good mix of day-to-day and less common*
- *Good content very relevant to the AKT*

#### **Association for Elderly Medicine Education G4J conference**

G4J is a one-day conference, designed for Foundation Doctors and Core Medical and GP Trainees. It aims to deliver relevant and useful clinical updates in all the main sub-specialties of Geriatric Medicine, in order to improve the standard of care for older patients.

G4J17 will be held in Newcastle Upon Tyne. Cost £500. For more information visit:

<http://aeme.org.uk/g4j/>

## 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
Moving forwards in General Practice event	19 July 2017	Park Crescent Conference Centre, W1W 5PN
STC and GPSTR committee	20 July 2017	Stewart House
KSS PD Conference	13 September 2017	The Charis Centre, Crawley
Sussex Trainers Day	26 September 2017	The Charis Centre, Crawley
Kent Educator Event	15 November 2017	Holiday Inn, Sittingbourne (The Coniston Hotel)

### GP Specialty Training e-Bulletin

Our aim is to meet your need regarding the sharing of information from HEE. We welcome your input and feedback. Please send any comments regarding this Bulletin, or suggestions for inclusion to Sharon Norton ([Sharon.norton@hee.nhs.uk](mailto:Sharon.norton@hee.nhs.uk)) : Tel: 01293 227121

Sent on behalf of:

Health Education England, working across Kent, Surrey & Sussex (HEE KSS), Department of Primary & Community Care Education

Please note that the publicising of courses and events in this bulletin does not imply endorsement by the Primary Care Department of HEE KSS