

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

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 117 (14 Mar 18)

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



Follow us on Twitter

[@HEE_KSS](https://twitter.com/HEE_KSS)

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

Section D – Conference/events/courses

Section A – Information for GP Trainees

Gold Guide 2018

COPMeD are pleased to launch the 7th edition of “A reference guide for postgraduate specialty training in the UK” also known as the **Gold Guide**. This 7th edition of the Gold Guide replaces all previous editions and should be used with immediate effect. This is the rule book for all postgraduate medical training, including General Practice. The full guide can be accessed here: https://www.copmed.org.uk/images/docs/gold_guide_7th_edition/The_Gold_Guide_7th_Edition_January_2018.pdf

A short summary document that highlights the key changes can be found here [Gold Guide 7th Edition Main Areas of Change Document](#).

Out of Hours joint statement – HEE and BMA

You may be aware that HEE and the BMA have issued a [joint statement](#) about providing notice for OOH shifts. All OOH providers in KSS are aware of this statement.

[ARCP Requirements 2018](#)

Whilst there are no changes to previously advertised ARCP requirements this year, trainees and educators may find the following documents helpful when preparing for their ARCP panels. GP training is a trainee-led process, so it's your responsibility to ensure the relevant evidence is available in your eportfolio in good time for your ARCP panel:

- [Combined trainee ARCP guidance booklet 2018 L&KSS](#)
- [ST1-3 GP ARCP Requirements 2018 L&KSS](#)

[ESR and ARCP Dates for forthcoming panels](#)

ARCP panels for out of sync trainees, who will receive personal notifications, are scheduled for

- 12th April 2018
- 15th May 2018

ESRs for ST3s finishing training in July/August 2018 should be completed by **[28TH MAY 2018](#)**

The main Summer ARCP panels for **ST3** will take place on:

- **14th & 15th June 2018**
- **18th & 19th June 2018**

ESRs for ST1 & 2 should be completed by **[25th June 2018](#)**

The main Summer panels for **ST 1 & 2** will take place on:

- **16th & 17th July 2018**
- **19th & 20th July 2018**

Please ensure you have booked your ESR meeting with your ES in good time for these deadlines. By ensuring you have presented all the relevant e-portfolio evidence by the ESR date, you can avoid the need to be called for a face to face panel.

[AudioCOT assessments](#)

General Practice has evolved, and more and more consultations (currently 12%) are being carried out by phone. Different skills are needed to carry out a consultation safely and appropriately on the phone from those needed for face-to-face consultation.

The Audio-COT form that has been developed would be expected to be used for at least one COT in ST3, and further ones would be encouraged. A total of three Audio-COTs can contribute towards the overall total of COTs required in ST3. For current ST3s this is **[OPTIONAL](#)**.

Audio-COT would not be expected as part of the minimum numbers of COTs in ST1/2. The AudioCOT is encouraged in ST1/2 whilst in a GP placement but it will not count towards the overall total number of COTs in these training years. [More information and guidance is available here](#).

[Bursaries for KSS doctors in training](#)

HEE KSS sponsor a number of bursaries of up to £3000 for doctors in training, which this year includes eligible GP trainees. This would suit doctors currently in ST1 or 2, and clear criteria are outlined in the letter on the link. Applications close on **20th April 2018**. For more information, please [click here](#).

And to download an application form please [click here](#).

ARCP – HEE review findings

Dear Colleague

I am delighted that HEE has launched the report setting out the findings from our major review of the Annual Review of Competency Progression (ARCP).

As the process by which we check that doctors in training are safe to practice and are progressing, the ARCP clearly needs to be consistent and equitable wherever and however you are training. But equally important is the need for feedback during training.

I know how valuable an excellent appraisal and feedback process can be to individual doctors. It can help you see your strengths and identify where you are doing well and help career decisions. Equally, it can flag areas for further development and where additional support may be needed.

This review was inspired by doctors in training. They told us they found the process stressful, that it varied from area to area and felt like a tick box exercise without providing them with the support or feedback they needed. Therefore, as part of the review, we set out to listen to the voices of doctors in training, those who train them, those who set their curricula, their employers and those who work alongside them in our multi-professional teams plus patients and leaders across the system. In addition to numerous stakeholder engagement events, we ran a call for evidence, so that we could include the views of individuals as well as the members of the many working groups chaired by members of HEE's clinical leadership.

You can read the report on our [website](#) For me, the key themes are that the ARCP process should support greater flexibility in our training pathways, and better opportunities for all learners to have meaningful feedback on their performance. This will empower doctors in their training decisions and help them balance their careers and personal lives. It also highlighted the need to support the development of multi-professional teams with the assured recognised competencies to manage current challenging workloads and provide the best care for patients. A central and recurrent theme was the key role of educational supervisors and how important it is to have time for high quality supervision.

Professor Sheona MacLeod,

*Deputy Medical Director for Medical Education Reform, Postgraduate Dean and Chair of COPMED
Health Education England*

Advance notice of Trainee ePortfolio outage – weekend 4-7 May 2018

The RCGP have issued early warning of a major upgrade to the College website and parts of our internal systems over the weekend of 4-7 May. **In order to complete the upgrade, certain sites and functions will be taken down for the duration of the weekend. They expect them to be unavailable from 5pm on Friday 4th of May until 9am on Tuesday 8th of May.**

They include:

- access to the Trainee ePortfolio
- RCGP Learning, event booking and My RCGP access, as well as other functions which might not operate as usual during this time

Please bear this in mind when planning any related activities around that time.

Portal information

Trainees are reminded that all communication with the HET (administration) team of the GP School should be directed via the portal, which includes various Frequently Asked Questions which may answer the query. The portal enables you questions to be dealt with more efficiently by the right member of the team. You can find it here: <https://lasepgmdsupport.hee.nhs.uk/support/home>

Our website remains your key source of information about your GP training:

<https://kssdeanery.ac.uk/general-practice>

Study Leave Changes

All medical trainees have access to study budget funding to support their development while training. This money is often used in a variety of ways, supporting regional teaching, supporting access to mandatory curricula learning objects or specific training courses.

Why is the study budget changing?

As trainees, you said: -

- You were frustrated with the current system for accessing study budgets
- You had inconsistent and inequitable experiences when applying for study leave and funding which varied across geographical regions and clinical specialties
- You paid for most of your educational courses/activities personally with expenses infrequently reimbursed.

In response, Health Education England (HEE) did the following: -

- Proposed study budget changes to address trainee concerns as part of the initiative 'Enhancing Junior Doctors' Working Lives'
- Established management of the study leave budget centrally through its local offices to nationally improve study leave access, educational training and funding support for all trainees.

Further information can be found [here](#). Trainees will continue to request study leave at a local level through their education supervisor in accordance with agreed curriculum delivery lists. The Schools across KSS are drawing up these lists with trainee engagement. Further information on this will be shared with you and we anticipate that FAQs which trainee reps on the study leave group for the region are developing, together with the lists, will be available on the support portal through March as they are finalised.

Academy of Medical Royal Colleges Guidance for Entering Information Onto E-Portfolios

As we are sure you are aware, there have been concerns amongst doctors about how they should best use their eportfolios to record reflections on their clinical work, especially when they have made a medical error, or a patient has come to harm. This is a particular worry for doctors in training programmes, who are required to provide evidence of reflection as part of their learning.

With this in mind, COPMeD and the Academy have updated their [guidance](#) to help doctors in training, and their supervisors, in considering how to record their reflective practice.

Careers support

This is confidential and free 1:1 career guidance and support for London and South East trainee doctors or dentists.

Are you approaching a critical career decision and would like the opportunity to explore your ideas with a career expert? We the HEE's Careers Unit for London and South East may be able to help you.

Our career experts can help you to:

- Consider what is important to you when making choices about your future career
- Explore the options that may be available to you
- Weigh up all the factors to reach a decision
- Consider the steps you need to take to realise your goals

GP trainees may wish to take a look at the [website](#) and apply today for free, confidential, impartial and individual careers support.

[Coaching service](#)

In addition, there is a Coaching Service which provides 1:1 coaching support and is particularly designed to help trainees and learners in challenging situations that could prevent them from getting the most from their careers. This can be accessed [here](#). This service is confidential and free.

[HEE KSS Sound of the Student and Trainee Voice](#)

This fully booked event was sadly cancelled due to snow. Those registered to attend should have been notified of the change of date. It will now take place on **Friday 25th May**.

[Moving forwards in General Practice – ST3 trainee event](#)

Advance warning for the end-of-year GP trainee event which this year will take place on **Wednesday 18th July 2018**. This year we will welcome Prof Helen Stokes-Lampard, Chair of the RCGP as one of our speakers. Please save the date. More information will follow shortly.

All trainees due to complete their training this summer will be invited, but any who are completing in the run up to July are welcome to declare their interest in the event here:

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

[Post CCT Academic GP Fellowships](#)

Not sure what to do after completing your training? HEE are supporting 19 post CCT fellowships spread across KSS which may be the answer for you:

What is a GP Academic Fellowship?

A one-year programme based on an indicative 10 sessions per week

- 4 Sessions per week working as a fully qualified salaried GP
- 4 sessions per week working in an organisation to support development in a clinical (or educational) area of practice to develop expertise
 - GP practice in more specialised areas of work aligned to a clinical specialism
 - Community / secondary care provider
- 2 sessions per week undertaking an academic programme

The programme can be undertaken part time but the balance across the clinical areas should be similar and it would usually be the intention the academic component was completed within one year.

If you think this could be for you, speak with your Programme Directors as soon as possible – since we are currently in negotiations with local areas to identify both geographical and clinical areas of interest. If your interests and those of the local CCG align this could be a really interesting opportunity for you.

[Accelerated Return to Training – Simulation training after time out of training](#)

**Programme open to all GP (trainees) returners across London, Kent, Surrey and Sussex
Hosted by Tower Hamlets CEPN & Royal London Hospital Simulation centre**

Looking to gain confidence for return to practice? Do you want to redevelop team working skills? Then this is the course for you!!!

This is a speciality specific package for General practice trainees following a prolonged period out of training, whether returning to a GP or hospital post on their programme. It is designed specifically to cross all main curriculum heading areas for the GP curriculum

When and where are they taking place?

- **Monday 2nd July 2018, 0900 – 1700**
- **Saturday 14th July 2018, 0900 – 1700**

Royal London Hospital Simulation Centre, Turner Street, Whitechapel, London E1 1BB

Please [CLICK HERE](#) to register. Do book early as places are limited. For more information email thccg.cepn@nhs.net

[GMC National Training Survey 2018](#)

The GMC NTS census date is **20th March 2018**. Their annual survey will open then, closing on **2nd May 2018**. All trainees will be contacted directly to invite them to take part, and are politely reminded that it is a professional responsibility to complete the survey. Failure to do so may affect your progression in training and will be made known to your next ARCP panel. Don't miss your chance to provide feedback on all aspects of your GP training.

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

[Payment of trainee salary](#)

Whilst very few GP trainees are not employed under the SEAT (Single Employer Acute Trust) arrangements, we are aware that problems can occur between PCSE (Capita) and practices around the necessary payments. Whilst HEE has no formal role in resolving such matters, we can sometimes intervene to the benefit of trainees and practices. Please send any concerns through to gpsouth.lase@hee.nhs.uk

[STC Meeting Dates](#)

Please note that STC meetings for 2018 will be as follows:

- Thursday 19th April – Stewart House
- Thursday 26th July – London
- **Thursday 22nd November – Crawley (change of date and location)**

[Kent GP Educator Trainee/Trainer event: Save the Date 27th June 2018](#)

This year we are pleased to offer a development day for Kent and Medway GP educators together **with** our GP trainees. This has been one of your requests in recurring feedback. The theme for the day is *cultural and intergenerational awareness*. At this stage please can you save the date: **27th June 2018**. Program details will follow, and the event can form your Half Day Release session for that week.

[International GP recruitment initiative](#)

Bids from Kent, Surrey and Sussex STPs for the International GP (IGP) Recruitment initiative have all been successful. HEE is collaborating closely with NHS England, who are running this initiative to support workforce shortages across the patch.

Kent and Medway will commence in the first wave, with recruitment companies commencing their activity in April. HEE will support the initial interviews over skype. Following on, the international GPs will be travelling to the UK for a "meet and greet" weekend and a second interview. This will be the opportunity for the practices hosting these doctors to meet the GPs and for there to be a matching process. In preparation for hosting international GPs, practices will need to have a trained clinical supervisor, who has attended the relevant course and been approved as such.

HEE will be seeking educators for both the first and second interviews. Educators will be required to train and support the new clinical supervisors and act as external educator supervisor (EES). EES can be current GP trainers or have previously been approved GP trainers, who remain in clinical practice. Former trainers will be required to attend training. Programme Directors will be running regular educational sessions to support the international GPs. I appreciate those of you, who have already contacted myself or one of the Patch Associate Deans to offer and agree your help formally and informally. Once the details about dates and remuneration are agreed, we will be sharing the details with those, who have registered an interest. Anyone else interested to have a

more specific role, please contact your Patch Associate Dean or Mary-Rose Shears mary-rose.shears@hee.nhs.uk.

Kent IGPR training day – 18th April 2018

A local training day for all new Clinical Supervisors for IGPRs, including existing training practices new to the scheme, will be held from **09.00 – 17.00** on **18th April 2018** at

**Riverside Church
Thanet Way
Whitstable
Kent
CT5 3JQ**

The venue is just off the Thanet Way (A299) and a few minutes' walk from the Swalecliffe & Chestfield Railway station. There is free parking on site for 60 vehicles with additional overflow parking on the road outside the venue.

To register your interest in attending please email margaret.mogentale@nhs.net.

Section C – General Information

Specialist Paramedics (Primary & Urgent Care) capability framework

KSS has been proudly involved in supporting SECamb with the development of Paramedic Practitioners for around 10 years. HEE are aware that paramedics are increasingly being recruited by practices to join the multi-disciplinary team. Whilst development of the future workforce needs to include Advanced Practitioners of all backgrounds –including nursing and pharmacy as well as paramedics, the area is currently not standardised or regulated. HEE are therefore undertaking work to define the specialist paramedic role, and any interested parties are welcome to contribute to the debate. To register to join in, [click here](#).

Section D - Conference/events/courses

Centre for Health Services Studies, University of Kent

The latest CHSS [Newsletter](#) is now available to read or download on our website. We hope you enjoy our latest news, research features and staff profile.

This issue highlights recent and forthcoming CHSS events. We are delighted to announce two events focused on the future of primary care. In March we host the EFPC Symposium at Canterbury Cathedral Lodge. On 18 April, Dr Arvand Madan delivers our 2018 Open Lecture at the University's Grimond Building. Full details on p5.

Our research news focuses on care at both the beginning, and nearing the end, of life. CHSS leads Britain's contribution to a new international project to increase breastfeeding rates. Professor Jenny Billings and her team recently evaluated the Kent and Medway 'OneCare' pilot. Based on the 'Buurtzorg' (neighbourhood care) model, it aimed to improve patient experience in Kent and Medway.

'CHSS People' profiles Dr Vanessa Abrahamson, who studied for her PhD in stroke rehabilitation as a CHSS student. She talks to us about her journey from occupational therapist to academic researcher.

You can [subscribe](#) to future issues of the CHSS Newsletter by post. Our online [archive](#) is also available.

FORTHCOMING CHSS EVENTS:

**GENERAL PRACTICE FORWARD VIEW AND A VISION FOR THE FUTURE OF PRIMARY CARE –
Speaker Dr Arvind Madan**

Wednesday 18th April 2018, 6.30pm at Grimond Lecture Theatre 1, University of Kent, Canterbury CT2 7NQ
(This event is free and open to all – no bookings required)

PARLIAMENTARY RECEPTION – EXCEPT FINDINGS DISSEMINATION

Social Exclusion of Youth in Europe: Cumulative Disadvantage, Coping Strategies, Effective Policies and Transfer

Wednesday 25th April 2018, 2pm at Attlee Suite, Portcullis House, Houses of Parliament, London
(To confirm your attendance, please contact Helen Wooldridge h.l.wooldridge@kent.ac.uk)

MDU Learn & Development programme

KSS GP trainees may wish to take advantage of the [various opportunities](#) provided for their members by the MDU.

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
KSS PD conference	21 Mar 18	Bridgewood Manor (Chatham)
GP Specialty Training Committee (STC)	19 Apr 18	Stewart House, London
GPSTR committee	19 Apr 18	Stewart House, London
Sussex Educator Event (PDs/GPTutors/PCWT)	14 Jun 18	Checkland Building D222 (BSMS - Falmer)
Kent Educators Day	27 Jun 18	Canterbury Christ Church University, Medw
GP Specialty Training Committee (STC)	26 Jul 18	Stewart House, London
GPSTR committee	26 Jul 18	Stewart House, London
Kent Trainer Day	27 Jul 18	Canterbury Christchurch University
Sussex Trainers Day	06 Sep 18	Tbc (BSMS Falmer Campus)
KSS PD conference	27 Sep 18	Charis Centre, Crawley
GPSTR committee	25 Oct 18	Stewart House, London
GP Specialty Training Committee (STC)	22 Nov 18	Crawley Conference Room

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 Alistair Bogaars (Alistair.Bogaars@hee.nhs.uk) : Tel: 020 7125 7198

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 & Community Care Education Department of HEE KSS