

Circulation of the Bulletin has altered following feedback and now includes: Programme Directors, GP Trainers, and GP Practice Managers, Medical Education Managers and GP Faculty Administrators.

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



Health Education Kent
Surrey and Sussex

GP Specialty Training Bulletin 91 (30 July) 2014

Section A – Information to share with GP Trainees

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

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Section A – Information to share with GP Trainees

(Dear GP Trainer – PLEASE share the content of the bulletin with your trainee)

Annual Leave for ST3 training year

The national BMA, GPC, COGPED contract for ST3 doctors working in general practice describes annual leave entitlement as 25 days or 30 days pending NHS pay points. (A pay point of NHS level 3 or above is required to entitle an individual to 30 days – this is not necessarily equivalent to being ST3 but relates to length of service: see guidance on the web site)

<http://www.kssdeanery.org/general-practice/resources-gp-trainees/forms-guidance-handbooks-amp-policies>

Doctors in hospital training posts (whether they are Specialty trainees or General Practice trainees) are entitled to their 25 or 30 days leave plus 8 bank holidays and 2 statutory additional days leave giving 27 or 32 days as appropriate.

In order to align with the national GP trainee contract: trainees employed under SEAT contract of employment with the Acute Trust (for ST1s and ST2s from **August 2014**) will be adjusted to reflect annual leave to be: 27 or 32 in ST1 and ST2, and 25 or 30 in ST3. For doctors employed under SEAT entering ST3 in **August 2014** existing terms and conditions will remain in place but where sickness occurs beyond 12 days extra time in training may be required. For non-SEAT trainees the existing contractual arrangements are already aligned.

Enhanced ST3 pilot for trainees commencing ST3 in August 2014

The GP School is pleased to release details of the Enhanced ST3 pilot for 2014-15 which will provide a 3 month extension from August 2015 with the aim of offering an opportunity to expand your knowledge, skills and understanding of the GP Curriculum to a level above that afforded within the current three year training programme and linked to the aspirations of the Enhanced RCGP curriculum. The guidance, eligibility criteria and application form are on the web site

<http://www.kssdeanery.org/gp-enhanced-st3>. Please note that applications should be submitted by **1st September 2014**.

Inter-Deanery Transfer (IDT) Window

The next National IDT application window will be opening on **Friday 8th August at 4pm**. This window will be open for exactly four weeks and will close on **Friday 5th September at 4pm**. Any

trainee considering making such an application should read the detailed guidance regarding the process, and the strict eligibility criteria, here:

<http://specialtytraining.hee.nhs.uk/inter-deanery-transfers/>

Updated guidance, as well as a new set of FAQs, can be found on this page:

<http://specialtytraining.hee.nhs.uk/inter-deanery-transfers/faqs-and-guides/>

Changes to AKT exam

As a result of a recent review of the AKT, it has been agreed by the GMC to extend the AKT exam by 10 minutes from the next sitting in **October 2014**. There will also be an on-screen calculator available, to assist with the arithmetic calculations required in the exam.

Less than full time (LTFT) training

Updated guidance and application form for GPST3s wishing to work less than full time is available here: <http://kssdeanery.org/general-practice/resources-gp-trainees/less-full-time>. Please note that the previous guidance, which stated that all LTFT trainees were required to work one week full time during their training is no longer the case.

The National Forum for LTFT training newsletter can be accessed here:

https://www.eoedeanery.nhs.uk/medical/page.php?page_id=2768

Curriculum update

The RCGP reviews the GP curriculum each year and makes changes where appropriate in response to user feedback and to ensure the content is kept up-to-date. These changes are submitted to the GMC Curriculum Advisory Group for approval.

In January, the Curriculum Development Group submitted a small number of updates to the curriculum for approval by the GMC and the changes listed below have been approved. These will be implemented at the start of the new training year (**6 August 2014**) and all trainees should use the revised version from that date.

Information about the changes and track-change copies of the statements have been posted on the RCGP website (<http://www.rcgp.org.uk/gp-training-and-exams/gp-curriculum-overview/gp-curriculum-changes.aspx>)

HEKSS GPStR Handbook 2014

Guidance for GP Specialty Training is updated annually, and provides detailed information of relevance to all GP Specialty trainees and their educators. The latest version, valid from **August 2014**, can be found here:

<http://kssdeanery.org/sites/kssdeanery/files/GPStR%20Training%20Guidance%20%20July%202014%20final.pdf>

PSQ submissions

All trainees completing their PSQ are encouraged to arrange for the collection of the submissions in paper form, and then for the data to be entered in one go, owing to the absolute requirement for all submissions to be uploaded using the same ticket code, which has a window of six weeks. It is not possible to add submissions on a separate ticket code, which can cause problems for trainees if the six week window is exceeded. Further guidance is available at: <http://www.rcgp.org.uk/gp-training-and-exams/mrcgp-workplace-based-assessment-wpba/psq-for-workplace-based-assessment.aspx>

Out of Programme (OOP) applications

The process for applying to go 'Out of Programme' is defined in the Gold Guide, and has strict eligibility criteria. There is guidance for any trainee considering applying for this option, which

should be considered exceptional, is available in the download section of this page:

<http://kssdeanery.org/general-practice/resources-gp-trainees/forms-guidance-handbooks-amp-policies>

Language workshops for trainees

HEKSS is offering a number of Language Workshops for trainees for whom English is not their first language. The workshops, which will take place on 3 Saturdays (**dates to be confirmed**) will include individual diagnosis of trainee GP strengths and weaknesses. A needs analysis will be provided by each GP trainee, prior to the workshop. Analysis of communication skills, use of English and interpersonal skills (compiled from recording role play sessions and observations throughout the workshops) will be based around the trainees' needs analysis. Individual feedback will be presented to the trainee at the end of the 3 day workshop, highlighting areas where further individual attention may be needed.

Any trainees who are interested in taking part in these workshops, which are planned for **October 2014** should contact David Buckle at dbuckle@kss.hee.nhs.uk.

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

Streamlining SEAT GP Trainer grant processes

The GP School is working with the finance team to streamline the payment process for the GP Trainer grant when the practice hosts a SEAT employed GP/BBT trainee. A pilot starts in **August 2014** whereby, on receipt of the Trainer SLA, payment of the trainer grant will be made on a monthly basis direct into the practice bank account. This will mean that the practice will not need to submit an invoice for the trainer grant for the hosting period. The new version of the Trainer SLA is now available on the SEAT web page and should be completed for all SEAT hosted GP placements from **August 2014**. <http://www.kssdeanery.org/gp-single-lead-employer>

The Final Educational Supervisor Review

Trainees undertaking their last review prior to completion of training must be assessed against the standard for licensing across all 12 WPBA competency areas. If a trainee has not met this standard in any of the areas they must be rated as unsatisfactory in the final statement box.

Peer appraisal documentation for educators

As part of the GP appraisal process, and in preparation for revalidation and re-accreditation as an educator, all educators (Educational and Clinical Supervisors) need to undertake an annual peer appraisal, which includes the development of a PDP as an educator. There is updated guidance and forms for both ES and CS available as a download from the following page:

<http://kssdeanery.org/gp-trainer-resources>

Community Education Provider Networks : Expanding KSS Practice Nurse mentorship capacity

HEKSS, the Universities of Brighton, Canterbury Christ Church, Greenwich and Surrey, in partnership with participating Kent, Surrey and Sussex CCGs are offering an opportunity for qualified Nurses to attend a 5-day Mentorship Module. On successful completion, the practice nurse will become a qualified Mentor with the skills to support, teach and assess learners (including pre-registration student Nurses and Practice Nurses) within the practice environment.

If you have a Practice Nurse that has previously held a mentorship qualification (998, Teaching and Assessing Course, sign off mentor for example) that has since lapsed the Universities can also

offer an “update” rather than requiring completion of the 5-day module.

Please follow the link to the HEKSS General Practice website page that has flyers for each of the Universities involved; <http://kssdeanery.org/gp-cepn>

We would encourage all training practices to get involved in this multi-disciplinary initiative, which will enable the local development of practice nurses in a structure which has previously never existed.

CSA Physical examinations survey of GP educators

HE West Midlands are collecting evidence on physical examination for the CSA exam. The evidence will help to develop guidance for trainees and trainers on what to expect from physical examinations in the CSA.

The study will hopefully answer the following questions -

1. What physical examinations do a cohort of GPs expect of a safe and competent trainee in the 10 minute clinical scenarios presented?
2. Are there differences between the expectations of different groups of GPs (trainers, TPDs, CSA course organisers, CSA examiners)?

There are two brief questionnaires linked below to inform this work, and influence how the physical examination element of the CSA develops in the future. Please complete the surveys to add your views:

[Questionnaire 1](#)

[Questionnaire 2](#)

Paramedic Practitioner placements in GP– next Cohort

Invitations for expressions of interest to host a PP student have been sent out and the next cohort of students will be placed from **15th September to 7th November 2014** for an 8 week period. New practices involved in this project are invited to attend an induction and training session on: **Tuesday 12 August** at HEKSS, 7 Bermondsey Street, London SE1 2DD. Completed expressions of interest should be returned by **Monday 4th August** to recruitmentmanager@kss.hee.nhs.uk.

Observing CSA exam

Any trainers wishing to observe the CSA examination should contact James Clark in the RCGP Examinations Department: james.clark@rcgp.org.uk. With the exam changing to monthly iterations, there should be plenty of capacity for interested trainers to undertake this.

Postgraduate Certificate in Medical Education and Strategic Leadership

Existing GP trainers interested in joining cohort 4 of the PGCert course run in conjunction with University of Kent should send expressions of interest to Lizzie Hall (lhall@kss.hee.nhs.uk), who can provide further information. Evaluation of the course has demonstrated improvements in educational skills, but also, and uniquely for a PGCert, improvements in patient care as a result. Participants who start in Cohort 4 in **August 2014**, will need to be ready to submit their audit by **31st October 2014**, with a final submission date of **September 2015**.

Participants are supported in their studies by a local Academic Mentor and learning set.

Previous cohorts of trainers have provided very positive feedback about the value of this course in enhancing their professional lives.

Programme Director Appointments/ Vacancies

Area	Sessions	Appointment
East Sussex	2	Advert Date: 10 July 2014 Closing Date: 30 July 2014 Interview Date: 21 August 2014
Brighton	2	Advert Date: 9 July 2014 Closing Date: 30 July 2014 Interview Date: 21 August 2014
Maidstone	2	Advert Date: 9 July 2014 Closing Date: 7 August 2014 Interview Date: 4 September 2014

New Appointments

Guildford – Fiona Groom	2 Sessions	Start Date: 1 August 2014
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Section C – General Information

Better training, better care

Dr Jim Price has been involved in developing e-learning resources as part of the 'Better training, Better care' initiative. You can access this free here: <https://telemedicine.healthcareea.co.uk/>

Section D - Conference/events/courses

Compassion Awareness Training

HEKSS has commissioned training from a number of Palliative Care Centres on compassion. The workshops are half a day. There are a number of venues and dates running until **March 2015**.

For details of the programme and available dates contact Eileen Sanderson on:
ESanderson@kss.hee.nhs.uk

DATES FOR YOUR DIARY:

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

kssdeanery.org/events/general-practice

PD Conference	3 September 2014	Holiday Inn, Gatwick
AKT Workshop	20 th September 2014	Holiday Inn, Gatwick
Kent Trainers Day	15 October 2014	Holiday Inn, Maidstone/Sevenoaks
Sussex Trainers Day	15 October 2014	AMEX Stadium, Brighton
Trainers Winter Workshop	26-28 November 2014	Cumberland Lodge
CSA Mock Exams	17 & 18 December	RCGP, Euston, London

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

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.

