

STFS Information Bulletin – 30 May 2017

STFS publishes this bulletin every 2 weeks. **If you cannot find the answer to your question on the STFS website using the search box, please email: FPEnquiries.lase@hee.nhs.uk - [STFS website](#).** This and previous bulletins are available on our STFS website.

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[Section A – Information for foundation doctors](#)

1. ANNUAL REVIEW OF COMPETENCE PROGRESSION (ARCP)

The 2016/17 STFS ARCP guidance documents are available to download from the STFS website (www.stfs.org.uk/doctor/ARCP). These set out the step by step timeline and recommendations for completion of the required documentation for ARCP. A “Countdown to ARCP” in this bulletin will guide you through the process and help to keep you on track.

2. HORUS UPDATE

In August 2017 the existing NES e-portfolio will be replaced by HORUS. Please see:

1. Horus ePortfolio update for foundation doctors – April 2017 ([download](#))
2. HEE FP e-portfolio – Archiving of data – August 2017 ([download](#))

These are also available for download from the [Horus ePortfolio webpage](#)

There is [further information](#) available on the [Horus ePortfolio webpage](#) regarding updates

July 2017 date to be confirmed

There will be a series of 3 webinars run by the HEE Horus ePortfolio team. Please click [here](#) to view how to access the online webinars

The webinars will be recorded and the link circulated. The 3rd webinar is aimed at foundation doctors.

Horus ePortfolio for medical foundation / Training for foundation doctors

- Date: July 2017 exact date TBC

3. GENERAL MEDICAL COUNCIL (GMC) PUBLISH CONFIDENTIALITY GUIDANCE

Following consultation, the GMC have published revised guidance on confidentiality for doctors. Revisions include clarification on various issues, such as public protection responsibilities of doctors and the importance of sharing information for direct care. [Read more here](#)

4. PRACTITIONER HEALTH PROGRAMME www.php.nhs.uk

A free service for doctors, who have mental or physical health concerns and/or addiction problems and who live and work in the KSS and London areas. PHP treat all self-referrals from doctors with the strictest confidentiality.

5. ATTENTION F1 DOCTORS ** important PSA certificate **

Sent on behalf of Medical Schools Council (Assessment)

As part of the ACRP, current F1 trainees are asked to upload a copy of their PSA certificate to ePortfolio demonstrating a pass in 2015 or 2016. **Candidates are advised to download a copy of their certificate at the time they receive their results as it may not be available at a later date when their account expires.** Candidates are registered with their university email address and when this expires, so does access to their PSA account.

Unfortunately, as PSA certificates are only available on the student-facing pages of the PSA team, the PSA Team are unable to provide copies of certificates. Candidates who no longer have access to their account will need to contact their medical school who can provide written confirmation of their PSA pass on letter headed paper. With the deadline for completing the ePortfolio coming up, it is advised that you remind your trainees of this process so that they have time to request this information from their medical school.

6. ATTENTION ALL F1 and F2 DOCTORS! REMINDER

Leading for Quality brings together leadership and quality improvement. Applications are now open for a further 2 cohorts of Leading for Quality (L4Q): New Leaders programme.

This **free to access** programme is designed to develop new leaders who are in, or moving into, their first leadership or team management. This 5-month programme incorporates learning materials of the NHS Leadership Academy's Edward Jenner Programme, with 5 days of workshops alongside undertaking a quality improvement initiative. The programme themes are:

- Me as a leader of Quality Improvement
- Engaging with others to improve services
- Working across the system: Change and Culture
- Leading Sustainable Change

Further information about the programme can be found on [attached flyer](#).

Applications close on **Friday 9 June 2017**

7. NEW OPPORTUNITY FOR F1 FOUNDATION DOCTORS

Applications are now open for 1 Foundation doctor (and 1 medical student) to join the [Psychiatric Trainees' Committee \(PTC\)](http://www.rcpsych.ac.uk/traininpsychiatry/trainees/ptc/getinvolved.aspx) for 2 years. For more information visit <http://www.rcpsych.ac.uk/traininpsychiatry/trainees/ptc/getinvolved.aspx>. The closing date for applications is **2 June**.

8. NEW HEE LONDON AND SOUTH EAST CAREERS UNIT

The new HEE **London and South East (L&SE) Careers Unit** incorporates the previous KSS and London services and is designed to increase access to specialist careers support to trainees regardless of work rotas and geographical location.

Specialist services offered include:

- New interactive, careers e-learning modules including - '**Applying for Specialty Training – all you need to know**' for Foundation doctors 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 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. If you have questions about any of the above, please do not hesitate to email us at careersunit.lase@hee.nhs.uk

9. ITV ARE MAKING A MEDICAL QUIZ SHOW – CALLING ALL F1's

Based around medical matters ITV are looking for Junior Doctors to help them finesse the format, trialling different rounds and getting their thoughts/ feedback. They need Junior Doctors (in their 1st year as F1's inside hospitals) - as they need a good understanding of medicine and the workings of the human body.

Are there any Junior Doctors out there who would to take part, testing some of the rounds and games? These are non-recorded run throughs, helping Producers to assess the rounds and will hopefully be lots of fun!

They need volunteers who can give up a few hours of their time during June 2017. If you are interested and want to find out more, please email at: juniordoctors@itv.com

Section B – Information for foundation faculty

10. MANDATORY AND STATORY TRAINING – MAST

Background

The Streamlining/Induction Project (SLIP) identified the mandatory and statutory training (MAST) requirements for foundation doctors and agree a common standard for their delivery and recognition. The project was jointly supported by HESL and HEKSS.

Update - June 2017

Acute trusts across HEE South London and HEE KSS collaborated in agreeing common standards for mandatory and statutory training (MAST), including duration, for foundation doctors.

STFS produces a MAST passport record of all completed mandatory and statutory training modules for each foundation doctor. Please find below a table that lists the modules and their refresher periods.

This passport should be recognised and transferable across all STFS affiliated trusts. The standards were nationally developed and agreed based on current legislation and relevant expert guidance. Subjects included meet the requirements of the Core Skills framework produced by Skills for Health.

Trusts will be asked shortly to complete a spreadsheet of completion of MAST training for all current F1s, so that this information can be transferred to the trusts they are going to for F2.

Please:

- 1 Check that all of your current F1s have completed their MAST training**
- 2 Complete the forthcoming spreadsheet**
- 3 Review your F2 induction to avoid duplication of MAST modules**

Table of MAST modules with their refresher periods:

<i>Subject</i>	<i>Valid for</i>
Infection Control/Hand Hygiene	One year
Information Governance	One year
Resuscitation	One year
Fire Safety	Two years

Equality and Diversity	Three years
Health and Safety	Three years
Moving and Handling	Three years
Safeguarding adults	Three years
Safeguarding children	Three years

STFS appreciates all the support and effort from Trust colleagues that has gone into making this work possible.

11. STFS NEW TEAM STRUCTURE

Following the HEE Integration between KSS and London, the South Thames Foundation School has a new admin team structure and will now be cross working with colleagues in the North West London Foundation School (NWL). The team structure has been updated on the STFS website under "[Who's Who in STFS](#)"

New email addresses have been established for the integrated teams and the old email addresses will be set to auto forward. The emails are as follows:

F1.LASE@hee.nhs.uk – All F1 Trainee related enquiries

F2.LASE@hee.nhs.uk - All F2 Trainee related enquiries

FPEnquiries.LASE@hee.nhs.uk – All Data, ePortfolio, Curriculum and General enquiries.

Please note that F2allocations@hee.nhs.uk will continue to operate until the end of the allocation process.

Please note that the new contact email for STFS F1 and F2 ARCP queries is foundationarcp.lase@hee.nhs.uk

12. UPDATE HORUS TRAINING WEBINAR

There was an unforeseen issue that meant a late start to the webinar. It became clear at the start of the session that the HEE WebEx account has a limit of 25 attendees per webinar session.

Unfortunately, the Horus team were not aware of this limit – if they had, they would and taken a different approach to this part of the training plan. They are exploring options with HEE colleagues for the future planned webinars.

The Horus team, sincerely apologise for the inconvenience and frustration this may have caused those who tried but failed to access the session.

The webinar was recorded and below are options on accessing the recording.

Option 1: Click [here](#) to view the recording through WebEx Online.

Note 1: The same functionality is required to play this recording, as it is to attend a WebEx webinar. Therefore, if WebEx is blocked by your local IT you will not be able to access this recording either. Some webinar attendees have said that they were able to access the session using tablet devices, so please consider this as an option if you have access to a tablet device.

Note 2: The recording will only be available here for a short time (possibly a week or so), as it will be removed when required to make space for other HEE recordings as necessary. At this moment, the Horus team cannot confirm exactly how long it will be available for.

Option 2: Click [here](#) to start a download of the WebEx recording

Note 1: This is a 27.3MB MP4 file that most computers should be able to play through Windows Media Player or equivalent. However, some users may have download limits or other features blocked by their local IT service, which may mean they are not able to access this recording.

Note 2: This file will remain available here for as long as we need.

Option 3: The recording is in the process of being embedded into the newly published Horus Support Site. It is not yet viewable at the time of writing, but anticipate it being available [here](#) by the end of the week.

Note 1: Similar video functionality used on the e-Learning for Healthcare website is used here, so if you are able to access interactive modules on e-LfH you should be able to access this video.

Note 2: The recording, once embedded, will remain available here for as long as we need. The Horus team will send another email once that it is available.

If you do have any issues accessing any of these options, please do let the Horus team know by emailing them directly on: enquiries.horus@hee.nhs.uk

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Next week we will send a separate email to the FTPDs and Foundation Administrators to set out the local ARCP process in more detail. **Please note that the new contact email for STFS F1 and F2 ARCP queries is foundationarcp.lase@hee.nhs.uk**

14. F3 YEAR

We recognise that many local trusts would be keen to attract post-F2 doctors to ‘out of synch’ posts such as education or simulation fellows, with some clinical work. Should you be

interested in filling your posts with an F3 doctor, you can register posts on the website by following [this link](#).

15. MEETING DATES FOR 2017

STFS ADVISORY & DEVELOPMENT FORUM

SHERMAN EDUCATION CENTRE, 4TH FLOOR, GUY'S - 10:00 – 12:00

**** NEW DATE - Thursday 12 October 2017**** – The September meeting is cancelled. Further information to be sent out nearer the time.

16. TRAINING SUPPORT FOR YOUR TRAINERS

Trainers can access support both locally and through other services commissioned by HEE.

Please see the [following link](#) for more information.

Section C - Conference/events/courses

17. 2ND DEMEC CONFERENCE, MONDAY 27TH NOVEMBER 2017 – **MANCHESTER**

Following a sell-out conference in 2015, DEMEC are again heading to Manchester for the 2nd DEMEC conference. For the full programme and more information and how to register [visit here](#)

POSTER SUBMISSION DEADLINE REMINDER: [Poster submission](#)

Submission deadline: 23.59 hrs Monday 12 June 2017 Poster abstracts **ONLY** will be shown during the DEMEC conference. There will be no moderated poster session during the conference. Posters should be available to view by delegates throughout the conference on both Monday 27 and Tuesday 28 November. Authors should make themselves available during the refreshment and lunch breaks to discuss their work. There are no planned oral abstract sessions within the conference programme. **GOT ANY QUESTIONS CONTACT** E: wheldonevents@btconnect.com

18. FINAL REMINDER - Are you Dyspraxic? – We are looking for people with Dyspraxia (mild dyspraxia, borderline dyspraxia, dyspraxic tendencies and dyspraxic type difficulties are all included!) to take part in our study looking at the experiences of doctors with these conditions.

Taking part involves an interview of about an hour, at a time and location that suits you – or by telephone. We want to hear about your experiences of having dyspraxia at Medical School and in your Training posts.

Any information you tell us will be kept confidential and will not be shared with others. We shall not inform any others about who has taken part in the study – including your Training School. For more information please contact: Eleanor Walker (E.Walker1@uni.bsms.ac.uk)

19. ASTHMA GUIDANCE

Following potentially preventable deaths of children with uncontrolled asthma, we have been asked to alert you to the document *Why Asthma Still Kills* published by the Royal College of Physicians (London) <https://www.rcplondon.ac.uk/projects/national-reviewasthma>

A summary of all courses and conferences are available [here](#) and are updated on a regular basis. Please note that the publicising of courses and events via this bulletin does not imply endorsement by STFS.