

Friday 23rd February 2018

## LaSE Foundation Information Bulletin

Welcome to the (London & South East) LaSE foundation bulletin. This newsletter is brought to you by the Foundation Team and all the London and South East Foundation Schools. This bulletin is published fortnightly and split into three sections, to contain information for foundation doctors and foundation faculty and a section dedicated to conferences/training. A copy is saved on the South Thames [website](#) until we have launched our new all schools website.

**\*\*Amended\*\*** Following the HEE Integration between KSS and London, the new admin team now works with other colleagues. The team structure has been updated under "[Who's Who in LaSE](#)"

**Please note all Trust and Trainee enquiries must now be submitted via the PGMDE Support Portal (PSP):**

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

You can also telephone us on: 020 7866 3216

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## Section A – Information for foundation doctors

### SWAP SHOP 2018 - Timeline:

20 <sup>th</sup> February	Swap Shop online registration opens
20 <sup>th</sup> March – midday	Swap Shop online registration closes
27 <sup>th</sup> March – by 6pm	Swap Shop spreadsheet sent out to all who have
17 <sup>th</sup> April – midday	registered Deadline for receiving applications
24 <sup>th</sup> April – by 6pm	Results of application released

### Overview of process

You should have received a letter from us advising about the timeline and process – if you have not – it means that the email address you have supplied is incorrect – please contact us immediately on the PGMDE new portal to correct this so we can update our records.

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

1. All London Foundation Schools offers a Swap Shop for doctors who wish to arrange to swap their provisionally allocated F2 programme with another doctor within the foundation school.

2. Doctors who wish to participate will be required to confirm their agreement to their details being circulated to other foundation doctors who are also interested in arranging a programme swap.
3. To register, doctors will need to access the following registration form between February 20<sup>th</sup> and 20<sup>th</sup> March: <http://bit.ly/2nZHJ8P>
4. Registering for the Swap Shop does not commit you to swapping your programme.
5. No registrations will be accepted after the published dates.

## **FOUNDATION YEARS TRAINING ON MEDICAL ETHICS AND LAW (MEL)**

The Institute of Medical Ethics (IME) wants to understand the Medical Ethics and Law (MEL) training needs of Foundation Year (FY) doctors.

In order to achieve this, a survey has been designed based upon existing and upcoming IME Core Curriculums, the British Medical Association (BMA) Handbook, and the General Medical Council (GMC) Generic Professional Capabilities, and with key stakeholders such as the UK Foundation Programme Directors, and Health Education England. The survey contains questions about the MEL training during medical school and as a FY Doctor.

The survey has been deemed a service development. Ethical approval has been granted by Faculty of Health and Medicine Research Ethics Committee (FHM REC), Lancaster University. Please contact Professor Roger Pickup, Chair of FHM REC, if you wish to speak to someone outside of the survey team ([r.pickup@lancaster.ac.uk](mailto:r.pickup@lancaster.ac.uk)). Research governance approval has been granted by HEE.

**The link to the survey is: <https://www.surveymonkey.co.uk/r/FXJ7SNS> and closes on March 18th.**

Any questions, please get in touch with: Dr Laura Machin, [l.machin@lancaster.ac.uk](mailto:l.machin@lancaster.ac.uk) 01524 594 973 or Miss Lorraine Corfield, [l.corfield@keele.ac.uk](mailto:l.corfield@keele.ac.uk)

## **FAO F2's ONLY – ENDLESS OPPORTUNITIES FOR GP TRAINING**

Apply all aspects of your medical training in general practice – prevention, diagnosis and treatment of the whole person – for more information visit <https://gprecruitment.hee.nhs.uk/>

## **FOUNDATION SPECIFIC E-LEARNING**

Developed by the Academy of Medical Royal Colleges in partnership with Health Education England e-Learning for Healthcare (HEE e-LfH) and is approved by the UK Foundation Programme Office (UKFPO).

If you need to complete parts of the curriculum on your e-portfolio which you do not cover in day-to-day practice, try some of our free e-learning mapped directly to the Foundation Professional Capabilities (Training Outcomes) in the 2016 Foundation Curriculum.

You can sign in to the e-learning with your login supplied by e-LfH at the beginning of your foundation training: [www.e-lfh.org.uk/programmes/foundation-programme/](http://www.e-lfh.org.uk/programmes/foundation-programme/)

### **e-Learning for Healthcare sessions in Foundation e-Learning Project: Professional Capability: 1 Acts professionally and Professional Capability: 2 Delivers patient centred care and maintains trust**

The e-learning sessions in these Professional Capabilities explore the relationship between doctors and their patients and how to deliver effective patient centered care.

'Handling Complaints' provides essential information about common factors leading to complaints, how to minimize these, the procedures involved and what your responsibilities are as a foundation doctor.

The Mental Capacity Act (MCA) protects the right of vulnerable people and this group of sessions cover topics such as assessing capacity, consent, patient autonomy and safeguarding. You will also consider the multidisciplinary team (MDT) approach to healthcare in the hospital and patient support after discharge. For more information [visit](#) about the various sessions available.

### **DESIGNATED BODIES AND RESPONSIBLE OFFICERS**

The GMC have started contacting FY2 trainees who have recently been granted full GMC registration on completion of FY1 training. Please note the following Designated Body/Responsible Officer should be selected:

- [North West London](#) Foundation School trainees – Health Education North West London (Responsible Officer Dr Julia Whiteman)
- [North Central and East London](#) Foundation School trainees – Health Education North Central and East London (Responsible Officer Dr Sanjiv Ahluwalia)
- [South Thames](#) Foundation School trainees – Health Education Kent, Surrey and Sussex (Responsible Officer Dr Alec (Graeme) Dewhurst). Please note this is regardless of whether you are employed in a London NHS Trust or in a Kent, Surrey and Sussex NHS Trust.

### **SYNAPSE:**

In the coming months there will be increase in the use of [Synapse](#) for HEE communicating with you. Please ensure you have access to this system and if you are having issues with your password you can reset this here: [https://secure.synapse.nhs.uk/request\\_password](https://secure.synapse.nhs.uk/request_password)

### **GENERAL MEDICAL COUNCIL (GMC) PUBLISH CONFIDENTIALITY GUIDANCE**

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](#)

## HORUS EPORTFOLIO UPDATE

**January latest updates** - Please see [here](#) the latest update on the development of the Horus ePortfolio for medical foundation training in HEE.

## PRACTITIONER HEALTH PROGRAMME [www.php.nhs.uk](http://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.

**FRONT LINE STAFF ARE INVITED TO PARTICIPATE IN A SURVEY ON ATTITUDES TOWARDS INNOVATION**, which will feed into a King's College London report on the future of the NHS. The report is being written by a student led commission within KCL - more information can be found [here](#). [Tell our student led health commission](#) what the NHS can do to be innovative over the next 15 years. The report will be published in March 2018 and will be available directly from King's College London.

## **\*\*STFS ONLY\*\* GUIDANCE ON FOUNDATION DOCTORS IN GP PSYCHIATRY PLACEMENTS**

Following consultation, please find the link for the [STFS guidance on foundation doctors in GP and psychiatry placements contributing to acute services](#)

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## **Section B – Information for foundation faculty**

Please note **all Trust and Trainee enquiries must now be submitted via the PGMDE Support Portal (PSP):** <https://lasepgmdesupport.hee.nhs.uk/support/home>

## **PROGRAMME FAIR - SOUTH THAMES**

As you are aware South Thames Foundation School holds an annual Programme Fair for its prospective F1s before they rank their preferences. The Programme Fair will be held on **Friday 16<sup>th</sup> March 2018, Glaziers Hall, 9 Montague Close, London Bridge SE1 9DD.**

You should have received an email from us inviting you to join us and take part in the Programme Fair and to confirm your attendance by 2 March 2018, to [FPfair.lase@hee.nhs.uk](mailto:FPfair.lase@hee.nhs.uk) and provide an indication of staff attendees, including Foundation Doctors representing the Trust. (please be advised due to limited space, we can only accept a maximum of 4 attendees per stand).

If you haven't already done so, please can you include the name and email address of your main point of contact. [The form can be found here](#) (please open using Chrome or Firefox for optimum use)

The provisional itinerary for the day is as follows:

Time	Events
09:00	Trust representatives arrive and set up
10:00	Arrival of FDs for morning session
12:15	Lunch
13:15	Arrival of FDs for afternoon session
15:45	Finish and depart by 16:00

Please do not hesitate to contact us on [FPfair.lase@hee.nhs.uk](mailto:FPfair.lase@hee.nhs.uk) if you have any further queries.

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### PROGRAMME FAIR - NORTH CENTRAL & EAST + NORTH WEST LONDON

As you are aware The Foundation Schools holds an annual Programme Fair for its prospective F1s before they rank their preferences. This year the Programme Fair will be held on **Friday 23rd March 2018, Holiday Inn Hotel; Bloomsbury Square, London**

You should have received an email from us inviting you to join us and take part in the by 2 March 2018, to [FPfair.lase@hee.nhs.uk](mailto:FPfair.lase@hee.nhs.uk) and provide an indication of staff attendees, including Foundation Doctors representing the Trust. *(please be advised due to limited space, we can only accept a maximum of 4 attendees per stand).*

If you haven't already done so, please can you include the name and email address of your main point of contact. The form can be found here (please open using Chrome or Firefox for optimum use)

#### North Central & East

[https://forms.office.com/Pages/ResponsePage.aspx?id=K5Gn\\_5ewMUGcD9DoB1Wyg6D\\_wAL3MepNm\\_1tMQGx6-hUNEFLQIRWMDJBMIBHVkg3M0JHNIBLNE9DSy4u](https://forms.office.com/Pages/ResponsePage.aspx?id=K5Gn_5ewMUGcD9DoB1Wyg6D_wAL3MepNm_1tMQGx6-hUNEFLQIRWMDJBMIBHVkg3M0JHNIBLNE9DSy4u)

#### North West London

[https://forms.office.com/Pages/ResponsePage.aspx?id=K5Gn\\_5ewMUGcD9DoB1Wyg6D\\_wAL3MepNm\\_1tMQGx6-hUNzMwM0xIR1NCMk5ETThONkdOOVFNVUMwSS4u](https://forms.office.com/Pages/ResponsePage.aspx?id=K5Gn_5ewMUGcD9DoB1Wyg6D_wAL3MepNm_1tMQGx6-hUNzMwM0xIR1NCMk5ETThONkdOOVFNVUMwSS4u)

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Please do not hesitate to contact me on [FPfair.lase@hee.nhs.uk](mailto:FPfair.lase@hee.nhs.uk) if you have any further queries.

**2018 F1/F2 STAND-ALONE PROGRAMME VACANCY GUIDE – \*\* NEW VIDEO \*\***  
<http://www.foundationprogramme.nhs.uk/pages/stand-alone-recruitment>

### DESIGNATED BODIES AND RESPONSIBLE OFFICERS

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### **\*\*URGENT REMINDER \*\* FTPDS VOLUNTEERS URGENTLY REQUIRED**

Interviews for Standalone Foundation (F1 & F2) are taking place from 8.30am on **18<sup>th</sup> & 19<sup>th</sup> April 2018** and **we urgently require FTPDs/experienced senior medical education/medical staffing administrators (minimum Band 6 and above) to take part.** These interviews will identify appointable candidates who can fill any August 2018 F1/F2 vacancies which may become available across the UK during April-June 2018. Colleagues may attend for either or both dates.

UKFPO require London and KSS to provide 11 FTPDs on each day (breakdown per foundation school below). The interviews are taking place at Aston Villa Football Club, Villa Park, Birmingham, B6 6HE. **Your urgent support would be greatly appreciated.**

Panel members will be able to reclaim any expenses incurred (in accordance with national guidance) by completing the on-line expense claim form [available here](#).

If you are available to attend then please sign up using this link:

<https://lasepgmdeevents.hee.nhs.uk/events/recruitment/6dd6ea2c-3c66-44d2-948b-fb7316993172>".

Foundation School	No. of Panel Members Required for each day
North Central & East London	2
North West London	2
South Thames	7

If you have any queries, please contact us via the [PGMDE Support Portal](#) and a member of the team will respond to you promptly.

## 8 HIGH IMPACT ACTIONS FOR JDS

<https://improvement.nhs.uk/resources/eight-high-impact-actions-to-improve-the-working-environment-for-junior-doctors/>

## HORUS EPORTFOLIO UPDATE

**January latest updates** - Please see [here](#) the latest update on the development of the Horus ePortfolio for medical foundation training in HEE.

## SAVE THE DATES - FOUNDATION SCHOOL MEETINGS

### STFS Committee Meetings for 2018:

The South Thames Foundation School Advisory & Development meeting dates for 2018  
10am-12 noon – Sherman Education Centre, Guys:

- Thursday 3<sup>rd</sup> May 2018
- Thursday 13<sup>th</sup> Sept 2018

### NCELFS Management Committee dates for 2018:

- 12<sup>th</sup> April 2018 – Court Room, Senate House
- 23<sup>rd</sup> July 2018 – Room 8 & 9, 1<sup>st</sup> Floor events Centre, Stewart House
- 11<sup>th</sup> October 2018 - Room 8 & 9, 1<sup>st</sup> Floor events Centre, Stewart House

### NWLFS Management Committee dates for 2018:

- 13<sup>th</sup> March - NWLFS Trainee Rep meeting
- 13<sup>th</sup> March - NWLFS Committee meeting
- 12<sup>th</sup> June - NWLFS Trainee Rep meeting
- 12<sup>th</sup> June - NWLFS Committee meeting
- 16<sup>th</sup> October - NWLFS Trainee Rep meeting
- 16<sup>th</sup> October - NWLFS Committee meeting
- 12<sup>th</sup> December -- NWLFS Trainee Rep meeting
- 12<sup>th</sup> December - NWLFS Committee meeting

## Programme Fairs 2018 – Save the Date

- South Thames – 16<sup>th</sup> March 2018 – Glaziers Hall, London Bridge
- North London – 23<sup>rd</sup> March 2018 – Holiday Inn, Bloomsbury

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## Section C - Conference/events/courses

The HEE [antimicrobial resistance \(AMR\) training resources guide](#) is now available to access on the HEE [website](#). The guide signposts prescribers to available educational sessions for antimicrobial resistance and infection

### **\*\* SAVE THE DATE \*\* UKFPO/MDRS CAREERS CONFERENCE 2018 - 1<sup>st</sup> MARCH 2018 JOINT UKFPO/MDRS/WALES DEANERY CAREERS CONFERENCE**

Wales Deanery is hosting the annual Careers Conference at City Hall, Cardiff, CF10 3ND from 9:30 to 16:30. It is aimed at medical and foundation school careers advisers, trainee/student representatives and faculty members in foundation schools, deaneries and LETBs with an interest in supporting foundation/early stage trainees with their careers. CPD points will be available. A full programme and a booking link will be available in due course. All enquiries please contact [pgmedicalcareers@cardiff.ac.uk](mailto:pgmedicalcareers@cardiff.ac.uk)

### **4<sup>th</sup> REGIONAL MEDICAL HUMANITIES SEMINAR - 22<sup>nd</sup> MARCH 2018**

The Auditorium - Academic Centre, Maidstone Hospital - Multi professional - Humanities All Day Event - **Key Note Speaker Prof Clare Gerada**

To Register - Please apply before 8th March 2018 - for further information/queries please contact: Tirthankar (Raja) Datta: [tirthankar.datta@nhs.net](mailto:tirthankar.datta@nhs.net) – Reduced rate for students!

### **STILL A FEW PLACES REMAINING SHARING GOOD PRACTICE IN SIMULATION FRIDAY 23<sup>RD</sup> MARCH 2018, 9AM – 4PM- VENUE: NOVOTEL LONDON CITY SOUTH**

A one-day Conference for those involved in Foundation doctor simulation training across South London, Kent, Surrey & Sussex

The full day event will be a mixture of exciting key note speakers, along with small breakout sessions where delegates will get to hear about exciting and innovative opportunities that have taken place across both sectors.

Please complete the [attached booking form](#) and [view the programme](#) and return to [tara.gray@hee.nhs.uk](mailto:tara.gray@hee.nhs.uk) to secure your place. **Places are limited so will be offered on first come, first served basis, so please book early to avoid disappointment.**

### **\*\*SAVE THE DATE\*\* – 1<sup>ST</sup> MAY 2018 - WELLCOME/UKFPO CONFERENCE**

We are pleased to announce the reinstatement of the Wellcome/UKFPO Academic Foundation conference. This will be held at the Wellcome Trust, Gibbs Building, 215 Euston Road, London. NW1 2BE on 1st May, 2018.



The conference will be trainee-centred and will be of interest to academically minded medical students, Foundation trainees and any faculty or more senior colleagues who are involved in academic Foundation trainees. We hope the event will be of immediate practical assistance to any colleague following an academic career path, and those who are advising them.

Themes of academic research, education and leadership training plus a focus on trainees and their experiences. Speakers confirmed include **Professor David Hirsh of Harvard Medical School, Professor Jacky Hayden, President of the Academy of Medical Educators.**

Further details will be sent out in due course. If you are interested in attending please email [Denise.Virgo@foundationprogramme.nhs.uk](mailto:Denise.Virgo@foundationprogramme.nhs.uk)

### **BRISTOL PATIENT SAFETY CONFERENCE – 16<sup>TH</sup> MAY 2018**

All Day Event - **Key Note Speaker Dr Kevin Stewart, Medical Director, Health Safety Investigation Branch**

To Enter Competition online visit [www.bristolpatientsafety.com/poster-competition.html](http://www.bristolpatientsafety.com/poster-competition.html) deadline 16th March 2018 - for further information/queries please contact: [info@bristolpatientsafety.com](mailto:info@bristolpatientsafety.com) – Reduced delegate rate for shortlisted poster entrants: £155

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