

Friday 25 May 2018

London and KSS Foundation Information Bulletin

Welcome to the **London and KSS** 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.

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

1. LEAVING EARLY / WITHDRAWAL / RESIGNATION

If you wish to leave before the official end date of your F1 or F2 programme in order to take up other employment/training opportunities, e.g. overseas, you will not be signed off as having met foundation training requirements, as this is time limited.

If you no longer wish to take up a programme that you have been allocated, e.g. for F2, we strongly recommend that you discuss this with your local foundation training programme director and your foundation school before formally withdrawing from the post. If you withdraw from a post that you have been allocated without prior discussion and agreement you will be withdrawn automatically from the foundation school.

The GMC publication Good Medical Practice states that "*Patient safety may be affected if there is not enough medical cover. So you must take up any post you have formally accepted, and work your contractual notice period before leaving a job, unless the employer has reasonable time to make other arrangements*". Foundation doctors who do not provide sufficient notice of their withdrawal may be referred to the GMC.

Further information is on <http://www.stfs.org.uk/doctor/withdrawal>

2. ****new**** F2 CAREER DESTINATION SURVEY 2017-2018

The F2 Career destination will be released to trainees on Monday 18th of June 2018.

3. ****new** JUNIOR DOCTOR MENTOR E-LEARNING PROGRAMME LAUNCHED**

Health Education England e-Learning for Healthcare (HEE e-LfH) has developed an e-learning programme to enable junior doctors to complete training to be a mentor without needing to travel to a teaching session.

HEE is committed to improving junior doctors' working lives and effective mentoring plays a significant part in the development of a trainee. For more information about the e-learning programme and for details of how to access the programme visit: <https://www.e-lfh.org.uk/programmes/medical-mentoring/>.

4. ****new** F1/F2 Standalone Programmes 2018 ****

Applicants to be invited to preference individual programmes on Friday 25th May 2018. The preferencing window will close at 12:00 noon (GMT) on Tuesday 29th May 2018.

There will be no further opportunity for applicants to rank programme preferences or to amend their preferences in Oriel once the deadline for preferencing has been reached.

The initial round of offers will be released to applicants on **Wednesday 30th May 2018**.

Further information can be found in the F1/F2 applicant Guidance:

<http://www.foundationprogramme.nhs.uk/pages/stand-alone-recruitment>

5. ****new** CURRICULUM REVIEW**

A new FP curriculum review has been launched at the Foundation Doctors' Advisory Board (FDAB). We are looking for ideas, any feedback and to encourage a debate about the curriculum more widely to keep our FDs engaged with the future of the programme.

We are looking for other groups including educational and clinical supervisors, employers and yourselves. A Facebook page - **The21stcenturydoctor** and a Twitter feed -

@the21cdr has been set up – please feel free to comment and passing them on to your ES/CS and other trainees so that ideas can be shared and discussed.

6. ****new** SURVEY – LIVE FOR E-DISCHARGE – ATTENTION ALL F1'S**

Please can we ask for your help in completing this short online survey.

<https://www.surveymonkey.co.uk/r/e-discharge> - The deadline for completion will be **14 June**.

7. **IMPORTANT INFORMATION ABOUT THIS YEAR'S FULL REGISTRATION PROCESS**

- **In order to start the second year of the Foundation Programme (F2)** you need to apply for full registration with a licence to practise with the GMC. You should submit your application as early as possible to make sure you have the correct registration in time to start your F2 post.
- **Apply for full registration** - To make your application, please visit the [Applications](#) section of the GMC's website and read the guidance that is relevant to you. You can then make your application online.

- **Check your registration status before working** - Before you start F2, you must make sure you have the correct registration status. You can do this by checking the online [List of Registered Medical Practitioners](#).

If you're not in training - Remember, you can hold [provisional registration](#) for a maximum of three years and 30 days. If you are not in training or want to take a break, you should [give up your provisional registration](#).

If you have any questions about the application process please [contact the GMC](#).

8. ****reminder**** COUNTDOWN TO ARCP (ANNUAL REVIEW OF COMPETENCE PROGRESSION)

a. Trusts should notify foundation doctors of their ARCP panel dates 6 weeks in advance. The earliest possible ARCP panel date is **Friday 1st June**.

b. Foundation doctors are strongly encouraged to meet with their educational supervisors during April to review their ePortfolio, and agree an action plan to fill any gaps before the ARCP deadline of **Thursday 31st May**. Further information about what is required is on <http://www.stfs.org.uk/doctor/ARCP>

9. ****new**** STFS FOUNDATION DOCTOR REPRESENTATIVES

Please be advised that all STFS Foundation Doctor Representative contact details are now available on the STFS web page [updated](#).

10. CAREER PLANNING FOR FOUNDATION DOCTORS

London and South East (LaSE) Careers Unit has developed a career planning module for foundation doctors in partnership with e-learning for Healthcare. For More [information visit: The course](#) is designed to support foundation doctors in making their career decisions about specialty choice and they should be encouraged to start using it during FY1 and throughout their foundation training.

11. CAREERS DESTINATION REPORT 2017

The [latest edition](#) of the UKFPO report is now available.

12. 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/>

13. 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/

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.

14. DESIGNATED BODIES AND RESPONSIBLE OFFICERS

Please note this during the GMC National Survey, all South Thames Foundation School trainees have the same 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.

15. 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

16. 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](#)

17. HORUS EPORTFOLIO UPDATE

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

****new** HEE HORUS EPORTFOLIO UPDATE**

- **ARCP *Action required***
 - Educational supervisors should complete their [assessment of each FD's curriculum](#) coverage
 - Trust / HEE foundation teams should now be starting to [set up ARCP panels](#)
 - ["Summary of evidence" report 'sign off' form](#) can be completed (not mandatory)
 - Trust / HEE foundation teams should familiarise themselves with the [Horus ARCP process](#)
- 2018-20 F1F2 rotations import ***No action required from trust / HEE foundation teams***
 - Horus team preparing Oriel allocation data for import into Horus → to be completed mid-June
- May 2018 newsletter published ([view online](#)) ***Action required***
- Contains important information about actions required by trust and HEE foundation teams - For further details see the [Horus Updates](#) page.
- **HEE out of synch foundation doctors using NES ePortfolio**

Trust and HEE foundation teams should finalise plans for when each 'out of synch' foundation doctor using the NES ePortfolio will stop and (if required) start using HEE Horus.

- NES ePortfolio will be closed to HEE on Weds 1 August 2018. HEE Foundation doctors currently using the NES ePortfolio should download their portfolio **by Tuesday 31 July 2018**.
- Archiving
 - Information collected in NES ePortfolio during 2017-18 will be migrated to the HEE FP E-portfolio Archive during August 2018.
 - This will be available to relevant users by mid-September 2018

18. **New Survey ON EXCEPTION REPORTING**

A group of Foundation Doctors are trying to evaluate the effectiveness of exception reporting, to see if the process can be improved. Can we please ask for 5 minutes of your time filling out this short survey. <https://goo.gl/forms/9jeqWwJs7oil8Hm33> . If you would like to share any other information please email exceptionreportdr@gmail.com

19. FOR NORTH WEST LONDON TRAINEES ONLY

Health Education England's North West London office would like to invite expressions of interest **from trainees** in the NWL Foundation School to attend a special event being held by Health Education England to mark the 70th birthday of the founding of the NHS, taking place at the Royal Society of Medicine in London on 28 June between 10:00 and 16:30.

The conference, '70 years of the NHS: Preparing our future, celebrating our Past', will mark the vital role training, education and workforce planning plays in ensuring patients

receive safe, high-quality care. It will bring together key figures from across the healthcare system, including Royal colleges, think tanks, regulators, universities and provider trusts. This conference will provide you with an opportunity to explore the latest developments in education, training and workforce planning across the NHS and engage with key leaders around current challenges and how these can be overcome.

Main sessions at the conference will outline the role that game-changing technology will play in the future of the NHS, how training and education are evolving to meet the needs of patients in the 21st century and the importance of leadership in the NHS.

There will also be a selection of breakout sessions to choose from including routes into nursing, important role of apprenticeships and widening access to medicine.

If you are a North West London Foundation trainee, and wish to attend, can you please email **Anthea Parry** anthea.parry2@nhs.net **directly** expressing why you want to go and what you would get out of attending this event.

20. 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.

21. ****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](#)

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>

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 - This will be available to relevant users by mid-September 2018
- Please can you feedback on any suggested changes or improvements to the system. This was discussed at the recent ePortfolio Joint User Group event: <https://bit.ly/2INBZus>

25. CURRICULUM REVIEW

A new FP curriculum review has been launched at the Foundation Doctors' Advisory Board (FDAB). The session proved very useful and some insightful suggestions from FD reps from all four nations was received. We are looking for ideas, any feedback and to encourage a debate about the curriculum more widely to keep our FDs engaged with the future of the programme.

We are looking for other groups including educational and clinical supervisors, employers and yourselves. A Facebook page - **The21stcenturydoctor** and a Twitter feed - **@the21cdr has been set up – please feel free to comment** and passing them on to your ES/CS and other trainees so that ideas can be shared and discussed.

26. ****new**** FOUNDATION REVIEW - SUPERVISORS WE ARE KEEN TO HEAR YOUR VIEWS

Health Education England (HEE) has recently commenced a review of the Foundation Medical Training Programme and we are keen to engage with both trainees and those in supervisory roles, who have a key role in delivering highly trained doctors for the NHS. Supervisors have current or recent direct experience of the Foundation Programme and that experience will be invaluable in helping us to shape our recommendations as to how the shape and delivery of this training can be improved.

With the recently announced expansion of Medical School places, the commencement by HEE of a specific programme to look at Medical Education Reform, which has already published a review of the ARCP process with significant input from doctors in training and the publication soon of our final Health and Social Care Workforce Strategy, now is an ideal time to look at the Foundation Programme. We are still in the process of shaping the review but emerging themes from engagement so far suggest that the review should:

- Revisit the core purpose of the programme as articulated in the Collins report, exploring whether the vision is being met, and whether it is still relevant
- Consider how we ensure Trainees sufficient time make decisions about choice of specialty during the Foundation Programme
- Consider whether the Foundation Programme can or should be used to offer exposure to shortage specialties and help address workforce issues
- Review how the programme can ensure it meets the needs of all Trainees on the scheme
- Consider how the Foundation Programme is managed

Following on from the ARCP Review, HEE will also be launching a programme of work reviewing supervisory processes for doctors in training and we will keep you informed about this work.

We are looking at a number of opportunities for you to feed into both the Foundation Programme and Supervision reviews. If you would like to be part of this important work, please contact Chris Watt, Stakeholder Engagement Manager for HEE's Medical Education Reform Programme via chris.watt@hee.nhs.uk

27. **STFS** FOUNDATION DOCTOR REPRESENTATIVES

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28. **CAREER PLANNING FOR FOUNDATION DOCTORS**

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29. CAREERS DESTINATION REPORT 2017

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30. 2018 F1/F2 STAND-ALONE PROGRAMME VACANCY GUIDE – ****NEW VIDEO****

<http://www.foundationprogramme.nhs.uk/pages/stand-alone-recruitment>

31. DESIGNATED BODIES AND RESPONSIBLE OFFICERS

Please note this during the GMC National Survey, all South Thames Foundation School trainees have the same 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.

32. ****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](#)

33.8 HIGH IMPACT ACTIONS FOR JDS

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

34. 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 13th Sept 2018

NCELFS Management Committee dates for 2018:

- ****new date**** 3rd July 2018 – Room 8 & 9, 1st Floor events Centre, Stewart House
- 11th October 2018 - Room 8 & 9, 1st Floor events Centre, Stewart House

NWLFS Management Committee dates for 2018:

- **** reminder**** 12th June - NWLFS Trainee Rep meeting Room 28 1-2pm Stewart House
- **** reminder**** 12th June - NWLFS Committee meeting Room 28 2-4pm Stewart House
- 16th October - NWLFS Trainee Rep meeting Room 25 1-2pm Stewart House
- 16th October - NWLFS Committee meeting Room 25 2-4pm Stewart House

- 12th December -- NWLFS Trainee Rep meeting
 - 12th December - NWLFS Committee meeting
-

Section C - Conference/events/courses

1. 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
2. **3 NEW BRIGHTON & SUSSEX MEDICAL SCHOOL POSTGRAD COURSES STARTING SEPTEMBER 2018**
 - INTERNAL MEDICINE (MSc - PGDip – PG Cert) – [visit here](#) for more information
 - SURGICAL STUDIES (MSc - PGDip – PG Cert) – [visit here](#) for more information
 - CLINICAL PROFESSIONAL STUDIES (PG Cert) – [visit here](#) for more informationFurther details may be found on the Brighton & Sussex Medical School website - <https://www.bsms.ac.uk/postgraduate/index.aspx>
3. ****new** 2018 UCLMS NATIONAL HEALTHCARE EDUCATION CONFERENCE: INNOVATION IN HEALTHCARE EDUCATION: TEACH SMARTER USING TECHNOLOGY - Wednesday 13th June 2018**

Hosted by UCL Medical School's Postgraduate Medical Education (PGME) and Trainees in Medical Education (TiME). A multiprofessional conference aimed at anyone with an interest in undergraduate and postgraduate education. We will have a series of eminent speakers sharing their wealth of knowledge through TED-style talks followed by panel discussions to allow you enough time to pose your questions directly to them.

Venue: Darwin Lecture Theatre, UCL, Gower Street, London, WC1E 6XA

Tickets: £50.00 per person from our [UCL Online Store](#): If you have any further queries or special requests please email: medsch.events@ucl.ac.uk

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.