

Friday 6 April 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.

****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://lasepgmdsupport.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 If you withdraw from a post that you have been allocated without prior discussion and agreement you will be withdrawn automatically from the foundation school.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. COUNTDOWN TO ARCP (ANNUAL REVIEW OF COMPETENCE PROGRESSION)

COUNTDOWN TO ARCP

- 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>

3. REMINDER - SWAP SHOP 2018 - Timeline

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

- 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.
- 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.
- To register, doctors will need to access the following registration form between February 20th and 20th March: <http://bit.ly/2nZHJ8P>
- Registering for the Swap Shop does not commit you to swapping your programme.
- No registrations will be accepted after the published dates.

4. 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.

5. CAREERS DESTINATION REPORT 2017

The latest edition of the UKFPO report is now available.

6. 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/>

7. 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.

8. 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.

9. 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

10. 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](#)

11. HORUS EPORTFOLIO UPDATE

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

12. 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.

13. **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>

1. **NEW**** CHANGE OF EMAIL ADDRESS - KEREN DAVIES**

Keren can now only be contacted on her HEE email keren.davies@hee.nhs.uk
Her Bart's email is no longer valid.

2. **NEW**** THANK YOU - PROGRAMME FAIR - NORTH CENTRAL & EAST + NORTH WEST LONDON**

Thank you to everyone who attended this event recently. You should have received an email from us asking for feedback – please do complete this or the appropriate link below, it will help us to improve this annual event going forward. Can we please ask one from each trust/stand to complete this, so we can evaluate properly for next year.

[North West London](#) - [North Central & East London](#) -

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5. 2018 F1/F2 STAND-ALONE PROGRAMME VACANCY GUIDE – **** NEW VIDEO ****

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

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8. 8 HIGH IMPACT ACTIONS FOR JDS

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

9. HORUS EPORTFOLIO UPDATE

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10. 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 3rd May 2018**
- Thursday 13th Sept 2018

NCELFS Management Committee dates for 2018:

- **12th April 2018 – Court Room, Senate House**
- 23rd 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:

- 12th June - NWLFS Trainee Rep meeting
- **12th June - NWLFS Committee meeting**
- 16th October - NWLFS Trainee Rep meeting
- 16th October - NWLFS Committee meeting
- 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. ****NEW** JUNIOR DOCTOR QUIZ SHOW - TO CELEBRATE 70 YEARS OF THE NHS**
ITV is looking for teams of FY1 doctors from the same hospital - for a new TV show to participate in championing medical excellence -- if you like quizzing, contact Harry Matthews direct on harry.matthews@itv.com or jdocs@shiver.tv or tel 0207 157 3807.
3. ****SAVE THE DATE** – 1ST 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.**

[Deadline and entry for abstracts](#) is close of play **Friday 13th April 2018**

If you are interested in attending please email Denise.Virgo@foundationprogramme.nhs.uk

4. BRISTOL PATIENT SAFETY CONFERENCE – 16TH 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 deadline 16th March 2018 - for further information/queries please contact: info@bristolpatientsafety.com – Reduced delegate rate for shortlisted poster entrants: £155

5. **NEW**** PAEDIATRICS CAREERS DAY - 23RD MAY 2018, 9AM-1PM - PRINCESS ALEXANDRA HOSPITAL HARLOW**

Thinking of Paediatric training? More information available [here](#)

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.