

## ANNUAL REPORT - 2007/8

### Introduction

STFS is a large school with over 1700 trainees predominately in 22 Acute Trusts, 5 Mental Health Trusts and 155 general practices within south London and Kent, Surrey and Sussex. It has developed as a collaboration between London and KSS Deaneries and the three Medical Schools of Brighton and Sussex (BSMS), King's College London (KCL), and St George's (SGUL).

The structure reflects this, with an office based within each Medical School for managerial and administrative staff, led by a Director / Associate Director.

Following the departure of Debbie Wright, Christine Hutchings was appointed as the Manager of the Brighton Office in January 2008.

### August 2008 Recruitment

Recruitment to foundation programmes is a national process co-ordinated by the UK Foundation Programme Office ([www.foundationprogramme.nhs.uk](http://www.foundationprogramme.nhs.uk)) and went well with STFS successfully processing approximately 1000 applications. 90% of local Medical School applicants obtained a place within their first choice foundation school compared with a figure of 92.4% nationally.

#### Programme Fair

On 21 January 2008 our annual programme fair was held for those entering STFS, so that they had the opportunity to discuss their training with Trust and school representatives. The day was a success, with over 500 students attending and almost all Trusts being represented.

#### Linked Programmes

In 2006 we linked F1 and F2 programmes within STFS and had allocated those entering STFS in 2007 to 2-year programmes. Unfortunately, service reconfigurations often resulted in it being necessary for changes to be made to the provisional data that Trusts had provided following which some trainees expressed concern when they were advised that their provisional F2 allocation had changed. Following consultation with trainees, it was agreed that applicants would be allocated to F1 programmes and, rather than be provided with provisional programme details, advised of the linked F2 Trust and that they would be allocated to a specific programme within that Trust during the first half of their F1 year. This still enables trainees to plan ahead and eliminates the scoring and other workload previously associated with the F1 to F2 allocation process.

#### F2 Programmes

During 2007/8, the number of available F2 programmes again slightly exceeded the number of F1 trainees which resulted in "headroom" and the necessity for Trusts to recruit to vacancies. This was exacerbated by a number of trainees withdrawing

from STFS for a variety of reasons, often to continue their training abroad. From August 2009, STFS expects to be managing a slight shortfall in the number of F2 v F1 programmes and does not anticipate having any “headroom” programmes.

## Overseas F2 placements

In 2007/8, 8 trainees arranged to carry out their F2 programmes overseas. This requires a significant amount of work on behalf of both trainees and trainers to ensure that the training provided is equivalent to that which would be received in the UK. 6 of these trainees completed their overseas training successfully and achieved their Foundation Achievement of Competency Document.

STFS had hoped to establish pre-approved placements in Australia and New Zealand for August 2009, however, increases in their local Medical School output meant that, unfortunately, this has not proved possible.

## Academic Programmes

Both BSMS and KCL created additional academic foundation programmes during 2007/8 which were included in the August 2009 recruitment process. Academic programmes are based at each of the three linked Medical Schools and there are now 12 at BSMS, 18 at KCL and 15 at SGUL. The programmes vary slightly in structure between the schools, but all include an F2 year containing a 4/12 academic attachment.

The programmes are advertised jointly but appointed locally and in advance of the main recruitment round, to meet the needs of the individual Medical School. In the recent allocation process for 2009 over 220 applications were received for 45 programmes and interviews were held at all 3 sites.

## Trainee Support & Guidance

### Trainees in Difficulty

Some trainees encounter difficulties during their medical training, for example educational or medical. Many of these are managed locally, within their Trusts, but in about 5% of cases the foundation school needs to become involved, for example to arrange further or remedial training. A common Trainee in Difficulty Guide is in use across STFS (<http://admin.kssdeanery.org/files/stfs.org.uk/thetraineeindifficulty-aakssguideaug07.pdf>).

All trainees in difficulty are closely monitored and, where necessary, discussed at a monthly meeting with the Dean Director.

### Transfer of Information

All STFS trainees are required to complete a Transfer of Information form at the beginning of both their F1 and F2 years. This is a wholly supportive process designed to allow trainees to highlight to their future Foundation Training Programme Director (FTPD) issues that might be relevant to their training, such as previous academic, health, social or psychological difficulties.

Medical Schools' Council have recently agreed a national Transfer of Information process which will be introduced for trainees entering F1 in August 2009.

## Trainee Assessment

During 2008/9, London Deanery Trusts are piloting the NES e-Portfolio system and KSS Trusts are continuing to use a paper portfolio in conjunction with the HcAT system. It is anticipated that KSS Trusts will also move to the NES e-Portfolio with effect from August 2009.

## Communication

### Stakeholder Briefing

In October 2007, STFS held a Stakeholder Briefing for Trust staff involved in foundation training. Feedback received was largely positive and it is anticipated that further briefings will be arranged on an ad hoc basis.

### Doctors.net e-mail accounts

All trainees are required to maintain an e-mail account with Doctors.net so that they can receive regular bulletins from STFS, thereby minimising problems such as e-mails being blocked by firewalls.

### STFS Website

The STFS website ([www.stfs.org.uk](http://www.stfs.org.uk)) includes policies and other information and guidance, as well as links to national websites and those of affiliated Trusts. We plan to review the structure of the website during 2008/9 to make it more accessible and user-friendly.

## Careers

STFS has two senior careers advisors, one full-time (Joan Reid) and one part-time (Caroline Elton) who provide careers advice to Trusts, groups of trainees and individuals as appropriate. Copies of their booklet, *Roads to Success*, are routinely circulated to all Trusts for issuing to trainees and a second edition was published in July 2008.

Caroline will be moving to London Deanery in September 2008, however, in June 2008, an additional careers advisor, Kathryn Santler, was appointed with responsibility for the Brighton patch of STFS.

The Careers team undertook a survey of the careers support within STFS and produced a report which will be used to further improve careers provision during 2008/9.

The team have also continued to update and develop the careers website - <http://careers.kssdeanery.org>

The first cohort of participants commenced the Postgraduate Certificate in Managing Medical Careers in January 2008.

The Careers team also ran Career Support Workshops as part of the Faculty Development organised by the KSS Education Department/London Faculty Development Office.

## Quality Management

### QAFP

During 2007/8, both KSS and London Deaneries were visited by GMC/PMETB Quality Assurance of the Foundation Programme (QAFP) teams. The final reports of both visits will be published on the GMC and PMETB websites in late October.

As the Foundation Programme was first established in August 2005 and in response to the recent QAFP visits, STFS will be undertaking a broad ranging evaluation of curriculum issues with a view to identifying notable practice and points for development in advance of programmes commencing in August 2009.

### Foundation Faculty Visits

Trusts within both KSS and London have continued to be visited by staff from the respective Deaneries to review foundation programmes and the quality of training posts. Quality management processes within both Deaneries have been reviewed and Trusts will continue to be visited on a bi-annual basis.

### PMETB/COPMeD National Survey of Trainee Doctors 2007

The results of the 2007 Trainee Doctor survey are available via <http://reports.pmetb.org.uk>. Both KSS and London Deaneries have circulated the results to Trusts and requested feedback.

## General Practice

### KSS

We currently have 73 FY2 Drs allocated to GP placements for the August 2008 rotation. This will be increasing to 74 for the December 2008 and April 2009 rotations. Since the start of the programme, 197 GPs have been trained as Clinical Supervisors (CS) for FY2 trainees, with another 60 in training. This represents 128 different GP Practices which have been approved for hosting trainees.

We are continuing to run Clinical Supervisor courses with courses planned for September and November 2008 which are both full (30 per course). As many of the FY2 CS have been approved and have been hosting FY2's for over a year, a programme of re-accrediting and visiting is about to start to ensure criteria and standards are being maintained, for those CS and Practices that are not now approved GP training Practices. Feedback from FY2 doctors after their placements is sought and collated and the feedback is very positive, with most FY2 doctors not only enjoying their placement, but finding it educationally very helpful.

### South London

Over the past 12 months, 127 FY2 doctors have been allocated a place in South London over the past year.

We have 66 approved Supervisors in addition to our network of GP Trainers. Clinical Supervisors undertake a generic two day course called Introduction to Teaching in Primary Care (ITTPC) which is a collaboration between the 5

Undergraduate Departments of General Practice and the London Deanery. ITTPC runs six times a year.

Following the ITTPC, supervisors attend a 1 day workshop, specifically to prepare for Foundation Training. Foundation Workshops are planned for 2nd October, 26th March and 1st October 2009 (40 per course).

Practices are visited regularly and re-approval follows similar lines to that of training practice. IE An initial approval for 2 years and then re-approved every 3 years. When a new supervisor is already in an approved training practice, Supervisors Interviews often take place centrally at the Deanery.

In the past year we are attempting to gain a greater level of feedback from the FY2 Doctors on GP placements to further inform the Re-approval process and ensure high quality placements.

