

STFS F2 SWAP SHOP – AUGUST 2017/18 PROGRAMMES

This document sets out the timeline and process for the 2017 F2 Swap Shop.

Timeline:

27 th February – midday	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

Stage 1

1. STFS 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 27th February and 20th March: <https://www.surveymonkey.co.uk/r/2017SwapShopRegistration>.
4. Registering for the Swap Shop does not commit you to swapping your programme.
5. No registrations will be accepted after the published closing date.

Stage 2

6. Foundation doctors who have registered to participate in the Swap Shop will have their name, registered e-mail address and allocated F2 programme circulated in a spreadsheet to all other foundation doctors who have registered.
7. The Swap Shop will operate on a system of joint swaps. Two (or more) foundation doctors must submit a joint application confirming that they are prepared to exchange programmes. All foundation doctors involved in the swap must agree to the swap.
8. In order to submit an application, applicants will be required to submit an online application confirming the swap details by midday on 17th April.
9. No applications will be accepted after the published closing date.

To Note

10. Please note that F2 Swap Shop is to swap the whole of your F2 programme. To swap a single rotation with another foundation doctor within the same trust, you would have to apply for a Local Swap, which is subject to certain criteria. For further information regarding Local Swaps, please access the following link: <http://www.stfs.org.uk/doctor/local-swaps>.
11. If you have been allocated to an academic programme or are a military foundation doctor, then you are not eligible to enter into Swap Shop.
12. All proposed programmes resulting from the joint application must meet the educational balance criteria, which you can find on the STFS website (www.stfs.org.uk/doctor/f2-allocation-process).

Stage 3

13. The STFS Director will review all applications in order to confirm eligibility. The Director's decision is final and there will be no further right of appeal.
14. Applicants should be aware that by taking part in the scheme they are agreeing to accept the programme to which they have indicated they wish to swap. It will not be possible for applicants to retain their original programme allocation after their swap has been approved.
15. If, as part of a joint application, the resulting 2-year programme for any of the individual applicants does not fulfil the published approval criteria, the entire application (i.e. from all applicants) will be rejected and all applicants will retain their original F2 allocation.
16. Your F2 allocation will not be amended until you receive notification that your swap has been approved. Foundation doctors will be notified of the outcome of their Swap Shop application and final F2 programme allocation via email by 6pm on 24th April.
17. The STFS Director has an obligation to ensure that service delivery within NHS Trusts is not compromised by any of the above arrangements and reserves the right to decline swaps on this basis if it is deemed necessary.