

STFS Information Bulletin – 11 May 2017

STFS publishes this bulletin every 2 weeks. **If you cannot find the answer to your question on the STFS website using the search box, please email: FPEnquiries.lase@hee.nhs.uk - [STFS website](#).** This and all previous bulletins are available on our STFS website.

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[Section A – Information for foundation doctors](#)

1. ANNUAL REVIEW OF COMPETENCE PROGRESSION (ARCP)

The 2016/17 STFS ARCP guidance documents are available to download from the STFS website (www.stfs.org.uk/doctor/ARCP). These set out the step by step timeline and recommendations for completion of the required documentation for ARCP. A “Countdown to ARCP” in this bulletin will guide you through the process and help to keep you on track.

2. HORUS UPDATE

In August 2017 the existing NES e-portfolio will be replaced by HORUS. Please see:

1. Horus ePortfolio update for foundation doctors – April 2017 ([download](#))
2. HEE FP e-portfolio – Archiving of data – August 2017 ([download](#))

These are also available for download from the [Horus ePortfolio webpage](#)

There is [further information](#) available on the [Horus ePortfolio webpage](#) regarding updates

July 2017 date to be confirmed

There will be a series of 3 webinars run by the HEE Horus ePortfolio team. Please click [here](#) to view how to access the online webinars

The webinars will be recorded and the link circulated. The 3rd webinar is aimed at foundation doctors.

Horus ePortfolio for medical foundation / Training for foundation doctors

- Date: July 2017 à exact date TBC

3. GENERAL MEDICAL COUNCIL (GMC) PUBLISH CONFIDENTIALITY GUIDANCE

Following consultation, 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](#)

4. 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.

5. ATTENTION F1 DOCTORS ** important PSA certificate **

Sent on behalf of Medical Schools Council (Assessment)

As part of ACRP, current F1 doctors are asked to upload a copy of their PSA certificate to ePortfolio demonstrating a pass in 2015 or 2016. Candidates are advised **to download a copy of their certificate at the time they receive their results as it may not be available at a later date** when their account expires. Candidates are registered with their university email address and when this expires, so does access to their PSA account.

Unfortunately, as PSA certificates are only available on the student-facing pages of the PSA team, the PSA Team are unable to provide copies of certificates. Candidates who no longer have access to their account will need to contact their medical school who can provide written confirmation of their PSA pass on letter headed paper. With the deadline for completing the ePortfolio coming up, it is advised that you remind your trainees of this process so that they have time to request this information from their medical school.

6. ATTENTION ALL F1 and F2 DOCTORS!

Leading for Quality brings together leadership and quality improvement. Applications are now open for a further 2 cohorts of Leading for Quality (L4Q): New Leaders programme.

This **free to access** programme is designed to develop new leaders who are in, or moving into, their first leadership or team management. This 5-month programme incorporates learning materials of the NHS Leadership Academy's Edward Jenner Programme, with 5 days of workshops alongside undertaking a quality improvement initiative.

The programme themes are:

- Me as a leader of Quality Improvement
- Engaging with others to improve services
- Working across the system: Change and Culture
- Leading Sustainable Change

Further information about the programme can be found on [attached flyer](#).

Applications close on **Friday 9 June 2017**

7. NEW HEE LONDON AND SOUTH EAST CAREERS UNIT

8. The new HEE **London and South East (L&SE) Careers Unit** incorporates the previous KSS and London services and is designed to increase access to specialist careers support to trainees regardless of work rotas and geographical location.

Specialist services offered include:

- New interactive, careers e-learning modules including - '**Applying for Specialty Training – all you need to know**' for Foundation doctors covering career planning, up to date information and advice on making specialty applications and the selection processes. *Available Autumn 2017*
- An e-module for education/clinical supervisors supporting their role in providing careers support to trainees. *Available Autumn 2017*
- L&SE Careers Unit website (<http://www.lpmde.ac.uk/professional-development/careers-unit>) providing specific careers information for doctors, links to other relevant websites, information on L&SE Careers Unit activity as well as a range of career planning materials.

Individual support is available using a range of delivery options including telephone, Skype, WebEx as well as face to face appointments. **All face to face appointments will take place in or near offices in Russell Square.** Individual careers sessions are by **self-referral only** and can be arranged by contacting us at: careersunit.lase@hee.nhs.uk. If you have questions about any of the above, please do not hesitate to email us at careersunit.lase@hee.nhs.uk

Section B – Information for foundation faculty

9. STFS NEW TEAM STRUCTURE

Following the HEE Integration between KSS and London, the South Thames Foundation School has a new admin team structure and will now be cross working with colleagues in the North West London Foundation School (NWL). The team structure has been updated on the STFS website under "[Who's Who in STFS](#)"

New email addresses have been established for the integrated teams and the old email addresses will be set to auto forward. The emails are as follows:

F1.LASE@hee.nhs.uk – All F1 Trainee related enquiries

F2.LASE@hee.nhs.uk - All F2 Trainee related enquiries

FPEnquiries.LASE@hee.nhs.uk – All Data, ePortfolio, Curriculum and General enquiries.

Please note that F2allocations@hee.nhs.uk will continue to operate until the end of the allocation process.

Please note that the new contact email for STFS F1 and F2 ARCP queries is foundationarcp.lase@hee.nhs.uk

10. RE: HORUS TRAINING WEBINAR 17 May 2017 10:00-12:00

Invitation for the first in a series of 3 webinars run by the HEE Horus ePortfolio team. Please click [here](#) to view how to access the online webinars.

ACTION REQUIRED: Please circulate the attached invitation to FTPDs and foundation administrators. The webinar will be recorded and the link circulated.

Horus ePortfolio for medical foundation / Training for supervisors and other foundation trainers:

- Inc clinical supervisors, educational supervisors, academic supervisors, specialty doctors, nurses, AHPs
- Date: June 2017 à exact date TBC

Horus ePortfolio for medical foundation / Training for foundation doctors

- Date: July 2017 à exact date TBC

11. HORUS UPDATE

The following information is **for circulation to** foundation doctors, local education providers, other HEE colleagues as appropriate):

These are also available for download from the [Horus ePortfolio webpage](#).

1. Horus ePortfolio update for foundation doctors – April 2017 ([download](#))
2. HEE FP e-portfolio – Archiving of data – August 2017 ([download](#))
 - This document has been shared with the JRCPTB, who have agreed to circulate it to JRCPTB junior doctors through their ePortfolio.
 - It will be shared with other royal college e-portfolio leads next week, in order to stagger the message to a variety of junior doctor groups who may be affected by the changes.

There is [further information](#) available on the [Horus ePortfolio webpage](#) regarding updates that have recently been shared with FSDs and FSMs.

12. ANNUAL REVIEW OF COMPETENCE PROGRESSION (ARCP)

The 2016/17 STFS ARCP guidance documents are available to download from the STFS website (www.stfs.org.uk/doctor/ARCP). These set out the step by step timeline and recommendations for completion of the required documentation for ARCP. We will be including a “Countdown to ARCP” in this bulletin to guide foundation doctors through the process and to assist with your local management.

Next week we will send a separate email to the FTPDs and Foundation Administrators to set out the local ARCP process in more detail. **Please note that the new contact email for STFS F1 and F2 ARCP queries is foundationarcp.lase@hee.nhs.uk**

13. F3 YEAR

We recognise that many local trusts would be keen to attract post-F2 doctors to 'out of synch' posts such as education or simulation fellows, with some clinical work. Should you be interested in filling your posts with an F3 doctor, you can register posts on the website by following [this link](#).

14. MEETING DATES FOR 2017

REMINDER - STFS ADVISORY & DEVELOPMENT FORUM

SHERMAN EDUCATION CENTRE, 4TH FLOOR, GUY'S - 10:00 – 12:00

Thursday 21st September 2017 – further information to be sent out nearer the time.

15. TRAINING SUPPORT FOR YOUR TRAINERS

Trainers can access support both locally and through other services commissioned by HEE.

Please see the [following link](#) for more information.

Section C - Conference/events/courses

16. FINAL REMINDER - Are you Dyspraxic? – We are looking for people with Dyspraxia (mild dyspraxia, borderline dyspraxia, dyspraxic tendencies and dyspraxic type difficulties are all included!) to take part in our study looking at the experiences of doctors with these conditions.

Taking part involves an interview of about an hour, at a time and location that suits you – or by telephone. We want to hear about your experiences of having dyspraxia at Medical School and in your Training posts.

Any information you tell us will be kept confidential and will not be shared with others. We shall not inform any others about who has taken part in the study – including your Training School. For more information please contact: Eleanor Walker (E.Walker1@uni.bsms.ac.uk)

17. LAST CALL TO REGISTER - The 2nd South London Trainee Network Conference:

Wednesday 17 May 2017, London Inspiring Excellence 2017 - A free full-day conference for all postgraduate medical trainees in South London. For more information [visit this link](#)

18. ASTHMA GUIDANCE

Following potentially preventable deaths of children with uncontrolled asthma, we have been asked to alert you to the document *Why Asthma Still Kills* published by the Royal College of Physicians (London) <https://www.rcplondon.ac.uk/projects/national-reviewasthma>

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