

Circulation of the Bulletin has altered following feedback and now includes: Programme Directors, GP Trainers, and GP Practice Managers, SEAT Trust Reps, Medical Education Managers and GP Faculty Administrators. This and previous bulletins are on our website: <http://kssdeanery.ac.uk/gp-bulletins-newsletters>



Health Education Kent
Surrey and Sussex

GP Specialty Training Bulletin



(08 July 2015)

@HEKSSGP: We are now on Twitter. Follow us for the latest updates on recruitment, training and CPD.



GP FACULTY ADMINISTRATORS – PLEASE FORWARD THE BULLETIN TO ALL TRAINEES ON YOUR SCHEME

Section A – Information for GP Trainees

Section B – Information for Faculty (Programme Directors / GP Trainers)

Section C – General Information

Section D – Conference/events/courses

[Section A – Information for GP Trainees](#)

[Registering on the National Performers List](#)

To work in a placement in general practice trainees MUST be registered on the National Performers List. This process MUST BE STARTED BY THE TRAINEE **BEFORE** the placement begins: failure to do so results in being stopped from seeing patients and will impact on trainee progression. The National Performers List website which contains information about registration for “inclusion” and the application form can be found at:

<https://www.performer.england.nhs.uk/>

[GP School CCT Graduation Celebration 2015](#)

Don't miss the annual GP School Graduation Celebration, which will take place on **Wednesday 22nd July 2015** from 09.00-17.00 at Holiday Inn, Gatwick. This whole day event is for all trainees completing their training this summer (and enhanced ST3 trainees) and includes a morning session dedicated to workshops supporting trainees to transition smoothly into qualified GP status (including CV writing, appraisal and revalidation, money matters and career choices). The afternoon will include presentations by the GP Dean and Heads of Schools, **presentation of awards** and certificates to acknowledge getting a CCT. This is a wonderful opportunity to celebrate a significant milestone in your careers with your peers and friends.

You can find more information here: <http://www.kssdeanery.ac.uk/gp-trainees-resources/gpst3-graduation-2015>

[Transfer Window](#)

Applications to transfer to a different area outside KSS through the National Inter-deanery Transfer Process will be accepted from **4pm on 31st July 2015** up until **4pm on 28th August 2015**. This window will allocate vacancies with start dates between **February** and **April 2016**.

Further information on the National process can be found at <http://specialtytraining.hee.nhs.uk/inter-deanery-transfers/> including:

- A series of video podcasts
- Facts and figures relating to previous transfers windows
- Guides to the process

Trainees Survey of Seven Days Service

Dear colleagues

You are aware of the future development of the NHS Seven Days Service. Dr Rowan Wathes BA BM BCh (Oxon) MRCP (UK), a Clinical Fellow to the NHS Medical Director, is planning to develop guidance on the impact of the seven days service on training and is requesting to receive feedback from all Trainees through a survey on the level of understanding and its implications for future development of trainees. The survey should take no more than 10 minutes to complete and all information will be confidential and anonymised. The survey result will be published in the Autumn.

We encourage you to complete the survey accordingly <https://www.surveymonkey.com/s/7dayservices>

Professor Abdol Tavabie

Interim Dean Director

Section B – Information for Faculty (Programme Directors / GP Trainers)

Hosting a GP Trainee & GP Trainer grant payment process for SEAT trainees

Reminder: Please remember to complete the required documentation to ensure we can process the GP Trainer grant when the practice hosts a SEAT employed GP/BBT trainee. GP Trainers will need to complete the following documents when hosting a SEAT employed GP Trainee:

- [Joint Honorary, and Educational Contract for SEAT GP trainees](#) (available from the downloads box on this page)
- [GP Trainer SLA for SEAT GP Trainees](#) (available from the downloads box on this page)

The GP Trainer grant will be paid following the authorisation of the completed/signed SLA. The GP School will arrange payment of the trainer grant to be made on a monthly basis (related to the trainee in the hosting period detailed in the SLA) and payment will be made directly into the practice bank account. Where the GPStR is training less than full time, the GP trainer grant will be paid in full. Please note that where an overlap of trainees occurs, the [Overlap policy](#) applies. <http://kssdeanery.ac.uk/gp-single-lead-employer>

Induction – Introduction to GP Specialty Training the e portfolio and MRCGP for ST1 starters

The Associate Dean for Assessment, Dr Susan Bodgener has produced a PowerPoint presentation giving an overview of current training requirements; please share this with trainees through PD Induction events and as Educational supervisors with your new trainees.

<http://kssdeanery.ac.uk/sites/kssdeanery/files/Doc C - ST1induction kss 2015.ppt>

There is also a detailed guide to GP Specialty training on the HEKSS website which has lots of information about the training programme and covers issues such as the working week in general practice. Visit: <http://kssdeanery.ac.uk/sites/kssdeanery/files/GPStR%20Training%20Guidance%20%20July%202014%20final.pdf>

Induction – GP Trainees entering a GP Placement

Most trainees in HEKSS are employed by the acute Trust through SEAT however please remember to check for evidence of medical indemnity and performer list registration for trainees coming to your practice. Whilst practices do not have to undertake pre-employment checks it is important to see the evidence as part of your own governance arrangements.

GMC Visit 2015 to HEKSS

The GMC has concluded its visit to HEKSS. The visit has reviewed undergraduate medical training at

Brighton Medical School, visited Foundation training and training in medicine, surgery and emergency medicine in four sites across HEKSS: Surrey and Sussex, Western Sussex (Worthing) East Kent (William Harvey) and Royal Sussex as well as looking at how HEKSS quality manages specialty training.

A big Thank You to Programme Directors and trainees in the four areas visited for contributing to the process as whilst GP was not specifically visited our trainees pass through medicine, EM and surgery.

The final report will be available in September but notable areas of practice included:

- Trainee feedback on the educational and pastoral support they receive
- The EDQUIN initiative to improve induction, handover and feedback processes in Trusts

Educational Supervisor Reviews – Helping trainees demonstrate their evidence

A well written and evidenced self-rating report by the trainee ahead of the ES completing their section of the ESR can make ESR completion much easier and time efficient Bradford VTS have provided a helpful guide that can be used by both trainees and ESs on how to write a good report – with practical examples: one of the pages provides guidance on where to find the evidence and how to write it up, the other is about formulation action points for each of the professional competencies

We appreciate most ESRs have been completed for the main tranche of August intake trainees but whilst the memory of doing it is fresh have a look and introduce it to trainees ahead of their next review

<http://www.bradfordvts.co.uk/educational-supervision/evidence-rating-scales/>

<http://www.bradfordvts.co.uk/educational-supervision/action-points-for-competency-rating-scales/>

<http://www.bradfordvts.co.uk/mrcgp/noe-general/>

Building the Primary Care Workforce – Advance Notice Placements for Pre-registration Pharmacists and Physician's Associates

HEKSS is working on a number of initiatives to help build the workforce in primary care looking towards the Five Year Forward View and delivery of team based care.

Pharmacists We are working with the Pharmacy Department to explore GP training practices hosting a pre-registration community pharmacist for one day a week for 8 weeks. The programme is due to commence in April 2016 with 20 pharmacists. Where possible the pharmacy trainee will work alongside an ST3 with the GP trainee having an opportunity to learn more about how pharmacists can support primary care. Patch Associate GP Deans and Programme Directors will be working to identify volunteer practices.

Physician Associates (PA) – HEKSS is working with the four universities across our patch to develop a PA programme. The initiative is also supported by the acute Trusts and Surrey and Sussex Trust Healthcare NHS Trust are leading a project to build a programme recruiting up to 80 -90 students per year. The course of 2 year's duration will have a placement for 1 day a week in GP in the first year with blocks in Year 2. The first cohort of PA students are anticipated to start in January 2016, registered at University Kent / Canterbury Christ Church, with further cohorts being registered at Brighton and Surrey Universities.

There is an introduction to Physician Associates in Primary Care on 6th August from 10.00 – 12.00 at Canterbury Christ Church University, Medway Campus (ME4 4UF). More information can be found:

[http://kssdeanery.ac.uk/sites/kssdeanery/files/PA Kent Event 6.8.15 Flyer.pdf](http://kssdeanery.ac.uk/sites/kssdeanery/files/PA%20Kent%20Event%206.8.15%20Flyer.pdf)

To register attendance please email: medicallsciences@canterbury.ac.uk

Hints and Tips for assessing the Care Certificate in General Practice

During the piloting phase of the Care Certificate colleagues in General Practice felt that some of the standards and assessments were not applicable to HCSW working in this setting. However, when the standards are scrutinised we believe they are all relevant to all HCSW wherever they are employed, but it may be helpful to adapt the assessment component to make it applicable to General Practice. The following document aims to give you hints and tips of how the standards could be assessed in this environment, ensuring the HCSW understands the importance of each individual standard and is able to identify and demonstrate the key messages within each one. We have not included the mandatory statutory standards.

[http://kssdeanery.ac.uk/sites/kssdeanery/files/Doc A - Hints and Tips for assessing the Care Certificate in General Practice 2.docx](http://kssdeanery.ac.uk/sites/kssdeanery/files/Doc%20A%20-%20Hints%20and%20Tips%20for%20assessing%20the%20Care%20Certificate%20in%20General%20Practice%202.docx)

This document can be used alongside the workbook and other resources available on www.skillsforhealth.org.uk

GP Specialty Training Prospectus update

Having just completed recruitment for 2015 we will soon begin preparing for 2016. Please look at your entry on the current GP Prospectus and start updating your pages. Elena Gonzalez will be writing to Programme Directors shortly.

Programme Director Appointments / Vacancies

Area	Sessions	Appointment
East Kent	2 sessions	Vacancy
East Kent	1 sessions	Vacancy

New Appointments

No new appointments

Section C – General Information



HEE are focused on encouraging more young people to consider a career in health. Inspiring the Future is a free service which sees people from **all sectors and professions** from **Apprentices to CEOs** pledging **one hour a year** to visit local state schools and colleges to talk about their jobs, career and the education route they took. As a volunteer you just talk about 'the job you do' and 'the route you took'. **We need to inspire the next generations of GPs**

You can volunteer to

- give career insights
- help with CVs
- mock interviews

Please sign up today at the following link: <http://www.inspiringthefuture.org/volunteers/the-sign-up-process/>

FGM Prevention Programme

GP practices in England have been sent the '**Female Genital Mutilation Resource Pack**'.

The pack includes:

- *Raising Awareness of Female Genital Mutilation* – a training DVD developed by Health Education England, with materials from the existing '[eLearning for Healthcare](#)' [elearning modules](#):
- [Female Genital Mutilation Risk and Safeguarding – Guidance for professionals](#) published by the Department of Health in March 2015
- 2 copies of the Patient Information Leaflet in English, available to order from [DH Orderline](#) in other languages and English. Please note, all language versions are available to download on this page at [NHS Choices](#).
- 2 copies of '[A Statement Opposing Female Genital Mutilation](#)' also known as the FGM Health passport, available to order from Home Office or to download from NHS Choices
- [FGM Enhanced Dataset: Implementation Summary for GP Practices](#) – for further information please see www.hscic.gov.uk/fgm.

Please share these resources with GP trainees. Questions or queries can be dealt with via

FGM@dh.gsi.gov.uk Or Children, Families & Health Inequalities, Department of Health, Room 310 - Richmond House 79 Whitehall, London SW1A 2NS Tel: 0207 104 8382 Mob: 07833 481848 <http://www.nhs.uk/fgm>

Section D - Conference/events/courses

The Royal College of General Practitioners is pleased to announce a new date for their **MRCGP CSA For Trainers course**, which will take place on **Friday 23 October 2015**, at the RCGP headquarters, **30 Euston Square, London.**

This popular one day course is specifically designed for Trainers to help you to help your registrars get through the MRCGP. You will gain an understanding of the CSA and AKT and meet some of the examiners.

The day covers: CSA Introduction; what it involves, helping your registrar prepare, a mock circuit; small groups to observe 4 'dummy' cases in rotation. Facilitated discussion follows; what content your registrar needs to know content including critical reading & essential stats and more.

The course aims to answer the following frequently asked questions:

- What will my registrars go through on the day?
- What does the new assessment centre look like?
- What are the examiners really looking for?
- What should I be doing to best prepare my trainee?
- Who is likely to struggle with the exam, and how can they be helped?

The course will be interactive with plenty of opportunity for discussion, and question and answer sessions. Active participation is encouraged!

[Register for this event here](#)

If you have any enquiries please contact the courses and events team on 0203 188 7658 or rcgpcourses@rcgp.org.uk

[Child Sexual Exploitation Training for individuals and groups: Using the "Lottie" Simulation](#)

The Lottie simulation has been developed in partnership with HEKSS and was launched in November 2014. "Lottie" offers health and social care and education professionals the opportunity to train on key aspects of online CSE gaining insight into the process and implications for the victim and groomer.

For more information read: <http://kssdeanery.ac.uk/sites/kssdeanery/files/Doc B - LottieTrainingOverviewA5.pdf>

And to book training - www.kent.ac.uk/sspsr/ccp/events/index1Demo.html or email ccp@kent.ac.uk to be added to the waiting list.

HEKSS Showcase 2015 – Saturday 17 October 2015 – Venue TBC

HEKSS are hosting the HEKSS Showcase 2015, which is open to all Foundation trainees from across the UK and is free of charge. This event provides you a chance to see first-hand the excellent training opportunities, initiatives and support offered in the HEKSS region through the eyes of the leading Consultants and fellow trainee doctors in the South East. During the event there will be a range of interactive talks covering the fantastic opportunities available within the diverse regions of HEKSS. Hear from trainees who have already benefitted from the encouragement HEKSS provides, and who have been supported in taking out of programme opportunities, such as fellowships, leadership roles or research. In addition there will be interactive careers talks, explaining how to prepare for interviews, CV building and other top-tips, plus the chance on the day to have a personal session with a careers advice expert, to offer more tailored advice and guidance. The showcase will be well attended by HEKSS stakeholders including a number of stands with representatives from each Trust (staff and trainee doctors), all HEKSS teams, the BMA, indemnity providers and others to be confirmed. The HEKSS showcase provides an ideal opportunity for you to get all your career questions answered. To find out more please click <http://bit.ly/KSSShowcase>, which has the highlights of our 2014 event, has feedback from attendees and has details of how to book your free ticket.

If there are topics that you would like to see covered, or you have questions, please contact us at kssrecruitment@kss.hee.nhs.uk, or tweet us at @HEKSSspecialty, using #KSSshowcase



eLearning for Healthcare has updated their Safeguarding Children and Young People programme.

Details are available at: <http://www.e-lfh.org.uk/programmes/safeguarding-children/faq/>

The learning is also available via ESR eLearning.

DATES FOR YOUR DIARY:

For further details and to book on all these events and more, please access our website:
<http://kssdeanery.ac.uk/events/general-practice>

Event	Date	Venue
GPST3 Graduation Event	22 July 2015	Holiday Inn, Gatwick
HEKSS Programme Director Conference	9 September 2015	Holiday Inn, Gatwick
Sussex Trainers Day	7 October 2015	Holiday Inn, Gatwick
Kent Trainers Day	8 October 2015	Holiday Inn, Maidstone
Surrey Trainers Day	5 November 2015	Holiday Inn, Guildford
Trainers Winter Workshop	25 – 27 Nov 2015	Cumberland Lodge, Windsor
Kent Programme Director Conference	2 December 2015	TBA
Sussex Programme Director Conference	10 December 2015	Amex Stadium, Falmer
Surrey Programme Director Conference	10 December 2015	Holiday Inn, Guildford

KSS GP Specialty Training e-Bulletin

Our aim is to meet your need regarding the sharing of information from HEKSS. We welcome your input and feedback. Please send any comments regarding this Bulletin, or suggestions for inclusion to Sue Smith ssmith@kss.hee.nhs.uk

Sent on behalf of:

Health Education Kent, Surrey & Sussex (HEKSS), Department of Postgraduate GP Education
Tel: 0207 415 3630 / Fax: 0207 415 3687

Please note that the publicising of courses and events in this bulletin does not imply endorsement by the GP Department of HEKSS.