

*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 96 (28 Jan 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**

We wish a very Happy New Year to all.

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

##### [The end of DOPS and the beginning of CEPS](#)

Eagle-eyed trainees will have spotted the addition of a new competence in the ePortfolio – Clinical Evaluations of Procedural Skills (CEPS) have been introduced for all trainees in the latest update of the ePortfolio. For trainees completing in August 2015, DOPS remain a requirement, but for all trainees completing later than this, CEPS will be the mandatory requirement for demonstration of clinical skills (i.e. examination skills). All trainees need to be including learning logs in this new domain from now, and all COTs will make an evaluation of clinical examination skills in future. Please start this now – for more detailed information please visit: <http://www.rcgp.org.uk/professional-development/online-learning/ole/annual-review-of-competency-progression.aspx>

##### [Inter - and Intra-deanery transfer window](#)

The window for the next round of IDT dates opens shortly:

- 30<sup>th</sup> January (at 4pm) – application window opens
- 27<sup>th</sup> February (at 4pm) – application window closes
- 16<sup>th</sup> March to 31<sup>st</sup> March – vacancies can be declared

Further details are available here: <http://kss.hee.nhs.uk/education-and-training/specialty/support/trainers-2/idi/>. Please bear in mind that transfers are not generally permitted during ST1 or 3. Any trainee considering applying for a transfer would be well advised to approach their Educational Supervisor and Programme Director for advice in the first instance.

##### [GMC TRAINEE SURVEY – information and timelines](#)

###### [Advanced notification](#)

The GMC and HEKSS are preparing for the National Training Survey that will again take place in 2015.

TRAINEE SURVEY 2015 - survey census date will be **24<sup>th</sup> MARCH 2015** and **must** be completed by all trainees who are in post on that date. Failure to complete the survey will be monitored and will be available to ARCP panels when making their decisions regarding satisfactory progress. This survey

is a professional responsibility, and it is your chance to influence training in the future – do not miss that chance.

The survey open period is 24<sup>th</sup> March – 6<sup>th</sup> May 2015 (Survey refers to the post you are in on 24<sup>th</sup> March). The GMC will contact all trainees that are in training using the details they hold on their system and will invite them to complete the survey. Any trainees that are out of programme on the census date are not expected to complete the survey.

**THE GP SCHOOL WOULD LIKE TO REMIND ALL TRAINEES THAT UNDERTAKING THIS SURVEY IS A PROFESSIONAL RESPONSIBILITY** and GP Trainers and Programme Directors are asked to encourage all GPStRs to complete the survey.

#### Individual Responsibility to keep Medical Defence Organisations (MDO) informed

All trainees are reminded of the need to ensure that their Medical Defence Organisation (which for the majority of KSS trainees will be the MDU) are informed of their posts, and particularly of the dates on which they change specialty. We are aware that a number of Trusts have agreed a change to the usual changeover date in April, in view of the timing of the long Easter Bank Holiday, and would remind trainees that they should ensure that their MDO is aware of the change to their post dates.

**This is particularly important for trainees in GP placements in ST1/2 from December 2014 – April 2015, who will be in GP for an additional 7 days where the changeover date is moved to 8<sup>th</sup> April. This is the responsibility of individual trainees to notify their defence organization.**

In addition to this, any trainees undertaking locum work should also notify their MDO of this, and any additional costs would be borne by the trainee. In general HEKSS does not advise undertaking locum working, which may of course only be in supervised hospital posts. However, trainees who do undertake locum work must ensure that their MDO will indemnify them undertaking such work. We would strongly advise all trainees considering undertaking locum work, to seek the approval and guidance of their ES as to whether it might negatively impact on their progress in their GP training. Declaration of any locum working is a requirement of the form R submitted by all trainees for revalidation purposes.

#### Feedback on OOH Experience

The GP School and OOH Providers would like to receive feedback on trainee experience in OOH. The OOH providers have feedback forms available for you to complete. Each scheme should also have a Programme Director who leads on OOH. The GPStR subcommittee also welcomes feedback and is working with us to develop a HEKSS wide feedback form.

#### Are any of your Foundation or other colleagues still considering their career specialty? ([www.rcgp.org.uk/policy/future-gp.aspx](http://www.rcgp.org.uk/policy/future-gp.aspx))

KSS are holding lunchtime/evening GP recruitment sessions to share information about GP selection centre and perspective of current GP trainees on a career in GP. Forthcoming events – contact the PGMEC for more information:

- 28 Jan – 6pm Christchurch University Campus, Medway
- 28 Jan – Chichester
- 29 Jan – 2.15-2.45, Guildford
- 4 Feb – 1.30pm, Eastbourne DGH
- 5 Feb – 1-2pm CRESH (East Surrey Hospital)
- 11 Feb – 6pm Med Ed Centre, Kent & Canterbury Hospital, East Kent
- 19 Feb – lunchtime, BSUH
- 26 Feb – 1230-1330 Frimley PGMC

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

**GP Annual Conference and Education Awards Ceremony**  
Thursday 19 March 2015. 2-5pm. Holiday Inn, Gatwick.

Invitation will follow shortly - Please save the date for the Annual HEKSS GP department conference.

Professor Abdol Tavabie, Interim Dean Director will be giving the key note speech. This is one event not to miss. We also wish to take this opportunity to celebrate the huge contribution made by Professor Tavabie for GP & Primary Care Education over many years. Please do come along to help us mark this momentous occasion and acknowledge his achievements.

### GMC Visit 2015 to HEKSS

As you know, the GMC will be visiting HEKSS in Spring 2015 – LEPs to be visited are Royal Sussex, Worthing, East Surrey & William Harvey – dates have not yet been confirmed. The GMC will visit the Foundation Programme, Medicine, General Surgery and Emergency Medicine in these Trusts. Whilst GP Specialty training is not being specifically visited trainees in our programmes will be interviewed. PDs may benefit from reading the GMC visit paper, which explains how the process will be organised, and what preparation is likely to be helpful. The document is available here:

[http://kssdeanery.ac.uk/sites/kssdeanery/files/GMC Visit paper to HEKSS DMEs-CTs - CTAG Dec 05 2014.docx](http://kssdeanery.ac.uk/sites/kssdeanery/files/GMC_Visit_paper_to_HEKSS_DMEs-CTs_-_CTAG_Dec_05_2014.docx)

### Educational Supervisors Review – English Language Resource

As you prepare with your trainee for the January interim ES review, REMEMBER, the GP School has commissioned an English language course with the University of Kent, which is targeted to ST1s & ST2s who may need help with their conversational English to support consulting skills development (the course is also open to ST3s). Feedback from the course has been excellent. The next 3 day course will be held in Wrotham, Kent: 28<sup>th</sup> February, 7<sup>th</sup> & 14<sup>th</sup> March 2015. Booking and more information from David Buckle [dbuckle@kss.hee.nhs.uk](mailto:dbuckle@kss.hee.nhs.uk). This course is free, although a booking/attendance fee is payable and refundable after full attendance of the complete course. Feedback from previous attendees has been excellent. Don't miss out.

### Guidance for Trainee Support following exam failure

Suggestions and options for additional support to offer to trainees experiencing exam failure are summarised here:

[http://kssdeanery.ac.uk/sites/kssdeanery/files/Trainee%20support%20July%202014\\_3.docx](http://kssdeanery.ac.uk/sites/kssdeanery/files/Trainee%20support%20July%202014_3.docx)

More detailed guidance is included in the GP Specialty Training Handbook available here: <http://kssdeanery.ac.uk/sites/kssdeanery/files/GPStR%20Training%20Guidance%20%20July%202014%20final.pdf>

### Programme Director Expenses

Programme Directors, as employees of HEE, should be aware that they are eligible to claim expenses for travel related to HEKSS business when they work away from their regular base. Claiming for travel to and from their home to their usual nominated Trust base is not permissible, but for travel to other meetings they should refer to the [HEE travel and subsistence policy](#) and use the appropriate staff expenses claim form – Forms are available from Sarah Swan at [sswan@kss.hee.nhs.uk](mailto:sswan@kss.hee.nhs.uk) on request.

### RCGP online resource: ARCP eftt module for ARCP panel members and GP educators

The RCGP have prepared an excellent online module about ARCPs which we would encourage all Trainers and Programme Directors to complete. Developed by the RCGP National Lead for WPBA, this module explains how ARCPs work, and how best to prepare the information they require. Certificates are available on completion for your CPD records. Anyone taking part in an ARCP panel in future will be required to have completed this module:

<http://www.rcgp.org.uk/professional-development/online-learning/ole/annual-review-of-competency-progression.aspx>

### RCGP CSA for Trainers Course

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 5 June 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; AKT The practicalities; 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 Laura Baker on 0203 188 7658 or [laura.baker@rcgp.org.uk/courses@rcgp.org.uk](mailto:laura.baker@rcgp.org.uk/courses@rcgp.org.uk)

### Programme Director Appointments / Vacancies

Area	Sessions	Appointment
Chichester	1 session	Job Reference: <a href="#">984-HEE1237-KSS</a> Closing date: 12 March 2015 Interview date: 26 March 2015
Epsom	2 sessions	Details to be advised
East Kent	2 sessions	Details to be advised

#### **New Appointments**

Tunbridge Wells Mark Hambly	2 sessions	Start date: 1 February 2015
East Sussex Mark Jones	2 sessions	Start date: 1 February 2015

### Section C – General Information

#### Academy of Medical Royal Colleges Flexible careers committee's Maternity / Paternity leave survey

Message from AMRC: If you have ever taken either maternity or paternity leave the Academy of Medical Royal Colleges kindly invites you to take part in this national survey – closes **Friday 30 January 2015 at 1700 hours**. The results will be used to develop improved standards and guidelines, particularly with regard to support when returning to work. To access the survey please click on the link below:

<https://www.rcpworkforce.com/se.ashx?s=253122AC4D2F8B44>

#### Clinical Research Fellow (General Practice) – Closing Date – 29 Jan 2015

The Kent Academic Primary Care Unit is inviting applications for a GP clinical research fellowship. Funding is available for 2 days per week over three years to allow the successful applicant to develop a particular research area alongside their clinical practice. For further information and informal discussion, please contact Professor Wilson [p.m.wilson@kent.ac.uk](mailto:p.m.wilson@kent.ac.uk). The role description and application process can be found at

[https://jobs.kent.ac.uk/fe/tpl\\_kent01.asp?s=4A515F4E5A565B1A&jobid=38949,6002232360&key=42324496&c=786034659851&pagestamp=setpwyqtjbbredpalp](https://jobs.kent.ac.uk/fe/tpl_kent01.asp?s=4A515F4E5A565B1A&jobid=38949,6002232360&key=42324496&c=786034659851&pagestamp=setpwyqtjbbredpalp)

#### Kent Academic Primary Care Unit Inaugural Seminar

Wednesday 25<sup>th</sup> March 2015 1.30-3pm. Come and learn about the evidence for helping patients to self-manage their long-term condition. Free sandwich lunch. Places are limited and available on a first come first served basis. To reserve your FREE place and for further information, please email Helen Wooldridge, [h.i.wooldridge@kent.ac.uk](mailto:h.i.wooldridge@kent.ac.uk)

### EURACT membership

The European Academy of Teachers in General Practice and Family Medicine (EURACT) was launched in March, 1992. The overall aim of the Academy is "to foster and maintain high standards of care in European general practice by promoting general practice as a discipline by learning and teaching."

Membership costs around €50. For more information visit: <http://www.euract.eu/membership>  
Membership for trainees is half the full rate.

### New Mental Health Act code of practice

The code shows professionals how to carry out their roles and responsibilities under the Mental Health Act 1983, to ensure that all patients receive high quality and safe care.

There have been significant changes in legislation, case law, policy and professional practice since the last code was published in 2008.

The revised code aims to provide stronger protection for patients and clarify roles, rights and responsibilities. This includes:

- involving the patient and, where appropriate, their families and carers in discussions about the patient's care at every stage
- providing personalised care
- minimising the use of inappropriate blanket restrictions, restrictive interventions and the use of police cells as places of safety.

The main changes to the code include:

- 5 new guiding principles
- new chapters on care planning, human rights, equality and health inequalities
- consideration of when to use the Mental Health Act and when to use the Mental Capacity Act 2005 and Deprivation of Liberty Safeguards and information to support victims
- new sections on physical health care, blanket restrictions, duties to support patients with dementia and immigration detainees
- significantly updated chapters on the appropriate use of restrictive interventions, particularly seclusion and long-term segregation, police powers and places of safety
- further guidance on how to support children and young people, those with a learning disability or autism.

The new code will come into force on 1 April 2015, subject to Parliamentary approval.

## **Section D - Conference/events/courses**

### GP Annual Conference and Education Awards Ceremony

Thursday 19 March 2015. 2-5pm. Holiday Inn, Gatwick.

Please save the date for the Annual HEKSS GP department conference. Further details to follow. Professor Abdol Tavabie, Interim Dean Director will be giving the key note speech. This is one event not to miss. Hear the future for General Practice and GP training from the oracle himself.

### The Sound of the Trainee Voice

Following the success of our first 'The Sound of the Student & Trainee Voice' conference, we are delighted to release details of our second conference to be held on 26 February 2015 at Crowne Plaza Hotel nr Gatwick. To book: <http://kss.hee.nhs.uk/ourwork/events/studentvoice2015/>

### **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
HEKSS Programme Director Conference	12 February 2015	Holiday Inn, Wrotham
English Language Course in conjunction with University of Kent	28 <sup>th</sup> February, 7 <sup>th</sup> & 14 <sup>th</sup> March 2015	Holiday Inn, Wrotham
HEKSS The Sound of the Student & Trainee Voice	26 February 2015	Crowne Plaza, Gatwick
Annual GP Conference	19 March 2015	Holiday Inn, Gatwick
Sussex Practice Managers Meeting	22 April 2015 (pm)	AMEX Stadium, Falmer
Sussex Trainers Day	13 May 2015	AMEX Stadium, Falmer
Surrey Trainers Day	13 May 2015	Holiday Inn Guildford
Kent Trainers Day	14 May 2015	Holiday Inn Ashford Central
Surrey Practice Managers Meeting	19 May 2015 (pm)	Holiday Inn, Guildford
Kent Practice Managers Meeting	20 May 2015 (am)	Holiday Inn, Ashford
Surrey Programme Director Conference	17 June 2015	Crowne Plaza, Gatwick
Trainers Summer Workshop	1 – 3 July 2015	Cumberland Lodge, Windsor
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
Sussex Programme Director Conference	10 December 2015	TBC
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 form 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](mailto:ssmith@kss.hee.nhs.uk)

Sent on behalf of:

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