

KSS Trainee Engagement Forum Minutes

Wednesday 22nd February, 12.30 – 13.30 via Teams

Chair: Charlotte Wyeth (CWy)

Dean: Jo Szram (JS)

Notetaker: Harvey Booker (HB)

Attendees from KSS:

Jo Szram (JS), Jon Nodding (JN), Marc Terry (MT), Debbie Robertson (DR), Jon Fairey (JF), Sarah Rafferty (SR), Kate Cheer (KC) Harvey Booker (HB - notetaker)

Items

12:30-13:00 Trainees only

The following points/questions were raised by trainees:

- Re. the previous meeting's query about ARCP dates being set early, the reply from the deanery clarified that ARCPs only assessed progress up to that point. This was fine, but were there any further plans, i.e., to change when ARCPs are held? CWy advised she was not aware of any plans for changes but would raise with the deanery team.
- Has a co-chair been appointed for these (TEF) meetings? To be raised with deanery.
- Trainees highlighted that the London & KSS Professional Support Unit (PSU) website held plenty of useful information and also advertised courses. [Link to the PSU web pages is https://london.hee.nhs.uk/professional-development](https://london.hee.nhs.uk/professional-development). Also, Jon Fairey, PSU Head of Careers for London and KSS, would be making a presentation during the deanery session at 1pm today.
- A question was raised about how to get approval to take a PG Certificate in Medical Education. CWy advised that this was classified as an aspirational course so would need to be signed off by a trainee's Educational Supervisor and Head of School. Deanery team to confirm.
- A question was raised re. Advanced Training Skills Modules (ATSM) – was there a new list for O & G yet? Raise with deanery.

13:00-13:10 Update by Jon Fairey, Head of Careers at the London & KSS PSU: Understanding Effective Communication Channels/Representation

Key points:

- The PSU provides support services to individual clinicians and healthcare professionals, and also to particular groups such as IMGs and clinical staff with disabilities. JF's remit includes individual 1:1 career advice and coaching.
- It would be useful to know if groups such as IMGs and clinicians with disabilities had their own representatives in Schools and Trusts; this would help with communications. Please let JF know if you are aware of any, and if possible provide email addresses.
- Key to the PSU's work is making trainees aware of the services it provides. One of the main ways of communicating is the HET newsletter, and also via Medical Education Teams. Please let JF know if you have any group or trainee committee emails which would assist with communications.

13:10-13:30 Deanery team joins meeting:

CWy led on the queries discussed in the first 30 minutes which needed further deanery advice:

- Re. the previous meeting's query about ARCP dates being set early, the reply from the deanery clarified that ARCPs would only assess progress up to that point in time. This was fine, but were there any further plans, i.e., to change when ARCPs are held? **Currently no plans to make changes, but trainees are always welcome to contact their Heads of School to discuss this. MT advised that ARCP dates are set around rotation dates.**
- Has a co-chair been appointed for the Trainee Engagement Forums? **JS has received some expressions of interest and would decide shortly.**
- Approval to take a PG Certificate in Medical Education. **JS confirmed that this was regarded as an aspirational course and therefore needed to be signed off by the trainee's Education Supervisor and Head of School. Trainees often took these courses during Out of Programme time.**
- Advanced Training Skills Modules (ATSM) – is there a new list for O & G? **It was understood the new list is still under development. JS would confirm with the Head of School.**

AOB:

SR advised that a KSS trainee day was planned for 5th July 2023. The event was at the planning stage, but more details would be publicised soon.

Next meeting: 12:30 - 13:30 on 21st March 2023