



London / KSS 2009 Medical Education Programme Board

Monday 12th October 2009

Notes and Actions

Attendees:

Elizabeth Chan (EC)	London Deanery, Medical Workforce
Abdol Tavabie (AT)	KSS Deanery
Mary Currie (MC)	HRD, London Trust
Gareth Jones (GJ)	Representative of Trust Medical Staffing Officers
Cheryl Neale (CN)	Representative of Trust Medical Staffing Officers
Tony Pearson (TP)	Lay Member
Khalid Adam-Saib (KAS)	London Deanery, MMC Programme Team
Jason Luu (JL)	London Deanery, Central Programme Office

Not in attendance:

John Pope (JP)	London Deanery (Chair)
Fiona Moss (FM)	London Deanery, Acting Dean Director
Sue Hitching (SH)	EWTB
Jeremy Levy (JL)	Head of School - Medicine
Kevin Shotliff (KS)	Chair of Clinical Tutors
Nigel Burgess (NB)	NHS London
Akua Kankam (AK)	Representative of Trust Medical Staffing Officers
Anthea Lints (AL)	Director, GP Education
Eleanor Draeger (ED)	Junior Doctors' Committee
Johann Malawana (JM)	Junior Doctors' Committee
Tom Dolphin (TD)	BMA - Junior Doctors' Committee

ITEM	DISCUSSION	ACTION
1	<p>Welcome, introduction and apologies</p> <p>EC welcomed attendees to the Medical Education Programme Board. Apologies were received from Fiona Moss, John Pope, Sue Hitching, Nigel Burgess and Anthea Lints.</p>	
2	<p>Notes of last meeting and matters arising</p> <p>The Board was referred to action points from the last Programme Board:</p> <p>Anaesthesia CT2/ST3 recruitment to start on 6th April 2010</p> <p>EC updated the Board on progress regarding the issue of nationally led recruitment to Anaesthesia CT2/ST3 proposed for the second round of recruitment in 2010. EC confirmed that at a meeting at the RCoA, which included DH representatives, it was agreed that a paper should be presented to the national Programme Board setting out the case for the specialty to recruit to these levels during the first round of recruitment in 2010 rather than the second round. This would enable deaneries to fulfil the Gold Guide requirement to give trusts 3 months notice of new trainees starting in post. If recruitment was delayed until the second round there would be a significant risk that the CRB process would not be completed in time for doctors to start in post at the beginning of August 2010.</p>	



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	<p>Rob Ginsburg, Head of the School of Anaesthesia, subsequently attended the national Programme Board meeting where the paper was presented by Steve Buggle, DH, but the paper was not supported by the Board. Following this, FM raised the issue at COPMED, where London's concerns were supported by other deaneries.</p> <p>FM and EC then met with Liz Hughes, Postgraduate Dean at the West Midlands Deanery, the lead deanery for nationally co-ordinated recruitment to Anaesthesia CT2/ST3. (FM had arranged this meeting some time ago because she felt that it would be helpful for London to establish good communications with the West Midlands Deanery as this was the second largest deanery and so faced similar issues and concerns as London.) The timing of recruitment to Anaesthesia in 2010 was discussed. Both deaneries were keen to agree a timeframe that would not jeopardise the start date for trainees in Anaesthesia, and the two deaneries agreed they needed maintain close contact about this.</p> <p>An update would be made to next Programme Board.</p> <p>Recruitment for Urology ST3, ENT ST3 and General Surgery ST3</p> <p>EC confirmed that there would be nationally co-ordinated recruitment for Urology ST3 and ENT ST3 in 2010.</p> <p>General Surgery ST3 would be managed locally in 2010 with a view to this being managed nationally in 2011. Heads of School of Surgery had commented that there had been a lack of engagement between themselves and DH about this development, and Steve Buggle had agreed to attend the next national Heads of School meeting in November 2009.</p> <p>2010 Recruitment Contingency</p> <p>EC tabled a paper that outlined the contingency plans for recruitment. The paper, containing process diagrams, focused on two key areas of recruitment in the event of a flu pandemic: staffing and interviews. EC noted that the GP contingency plan was yet to be added, and the complete set of diagrams would be made available for the next Programme Board. EC noted that the national contingency plan was being developed via the national Task and Finish Group.</p> <p>MC noted that patient care and services would take priority over recruitment in terms of medical staff resources.</p> <p>Electronic Staff Record (ESR) and Post Tracker</p> <p>EC fed back to the Board details on the current position of the Electronic Staff Record (ESR) and the Post Tracker project. EC confirmed that the Post Tracker project included the requirement for the ESR post number to be part of the post record. GJ stressed the need for TPDs to provide accurate data to the Deanery in order for the Deanery's records to be updated in a timely manner.</p> <p>The notes of the previous meeting were agreed.</p>	<p>EC</p> <p>EC</p>
3	<p>2009 & 2010 MMC Recruitment</p> <p>EC updated the Board on the planning and progress of 2009 Recruitment.</p> <p>The key points discussed for Episode 2 were:</p>	



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	<ul style="list-style-type: none"> ▪ To date 1835 Applications had been received, 520 posts were available, 760 applicants had been interviewed, 294 offers had been made and 265 offers had been accepted. ▪ A total of 64 specialty levels were currently being recruited to, with the last 4 specialty levels opening on the 16th October. 7 specialty levels were being re-advertised (Diabetes Mellitus & Endocrinology, Nuclear Medicine, Audiological Medicine, Palliative Medicine, Haematology, Respiratory Medicine and Rheumatology). ▪ Overall fill rate was 51%. EC explained that the fill rate for LAT posts was lower than previously due to an increase in LAT post numbers from 61 to 74. ▪ EC noted that the figures were likely to change as the recruitment for Episode 2 was still on-going. <p>EC referred the Board to the Fill Rate Analysis (FRA) table and noted that there would be a third round of recruitment for Nuclear Medicine.</p> <p>EC confirmed the overall low fill rate was reflective of the national trend. MC added that the fill rate was also reflective of the challenges that had been experienced by the recent recruitment by trusts to the non-training surgical posts.</p> <p>EC confirmed that Podcasts had been recorded for each of the specialty schools and also updated the Board on the success of the recent BMJ Careers Fair.</p> <p>EC updated the Board on 2010 Recruitment Planning.</p> <p>The key points discussed were:</p> <ul style="list-style-type: none"> ▪ Round 1 recruitment timetable had been finalised with all venues secured. ▪ 20% additional panel members were being planned as a contingency for the possible flu pandemic and a communication had been sent to CEOs about this. ▪ General contingency plans for recruitment had been prepared (see above). ▪ The advert for GP training would open on 20th November and close on 4th December 2009. ▪ GP Stage 2 had been confirmed and booked for 6th February 2010. ▪ GP Stage 3 would take place between 1st March and 12th March 2010. 	
4	<p>KSS Update</p> <p>AT tabled a paper outlining the proposal for KSS Deanery to manage the Higher Specialist Training Programmes within Paediatrics.</p> <p>The key points were:</p> <ul style="list-style-type: none"> ▪ Support has come from key figures such as the acting interim Head of School, Dr Andrew Long, and the South London Programme Director for ST4-5 and RCPCH SE Thames Regional Advisor, Dr William Barry. ▪ Trainees becoming ST4 in September 2010 would be managed by KSS. ▪ Trainees becoming ST5 in September 2010 would continue to be managed by London. ▪ KSS would educationally manage all posts in KSS. ▪ KSS would eventually manage its own trainees from ST1 through to ST5. ▪ By having quality management, service changes could be taken into account 	



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	<p>in relation to curriculum delivery and vice versa.</p> <ul style="list-style-type: none">▪ Trainees would prefer all of Level 1 and 2 to be quality managed in an organisational and geographical Deanery. <p>AT welcomed any feedback from Board members.</p>	
6	<p>AOB</p> <p>The next meeting will be held on Monday 23rd November 2009</p>	