

Covid-19 Contingency Plan V.1

School of Primary Care, 13th March 2020

Communication

- It will be important to maintain good communication channels throughout this time
- The existing regional and local programme email cascade systems can be used
- We suggest that each local programme establishes a WhatsApp group to include all GP trainees, the GP TPDs, the local administrator(s), the patch AD and the DME/their Representative.

Planned Educational Activity

- Local decisions will be taken as to whether it is possible to continue the half-day release programme and other speciality, practice and departmental teaching sessions.
- The GP Dean and Head of School are being informed of changes to education and training events through weekly calls, chaired by the Postgraduate Dean.
- It is possible that there might be different decisions for trainees both across the region and in primary and secondary care, depending upon the increased pressure being experienced within the overall system at any one time
- Attendance at regional training days, other study days and examinations will again be subject to a local decision. We can confirm that if trainees have planned study leave for which they have received confirmation of reimbursement of funding from HEE, this funding will be honoured even if you are unable to attend due to COVID-19
- When the advice for any individual programme changes, the patch AD will notify the local administrators and TPDs so that the updated information can be cascaded to all appropriate personnel

Context of Work and Clinical Supervision for GP Trainees

Hospital Based

- The patch GP ADs and their DMEs will discuss the hospital departments most needing support on a weekly basis. With respect to the departments where GP trainees usually work, this is likely to be in A&E and the medical wards. We are aware that, similarly to in periods of severe winter pressure, trainees move departments in order to provide much needed support to colleagues. Where indicated locally, and at the discretion of the DME and the patch GP AD, GP trainees working in non-core specialities may be expected to move to work in the departments most under pressure
- The clinical supervision arrangements for this would follow the HEE winter pressures guidance, as per the link below
<https://www.hee.nhs.uk/sites/default/files/documents/HEE%20winter%20pressures%20guidance%20FINAL.pdf>
- The GP Dean and Head of School should be notified of this decision as soon as practical.

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- Importantly, practicalities such as appropriate induction and IT access should be checked now, in advance of any need to move trainees to other specialities, please liaise with your local medical staffing teams if you are unsure about any mandatory training needs or access requirements
- We have asked local administrators at each programme to compile a spreadsheet detailing the previous speciality experience of each GP trainee as a source of information for the DME as this will inform decisions to move trainees becomes necessary. Local Administrators should liaise with medical staffing to ensure all appropriate information is collected.
- As discussed in the winter pressures guidance, we have reminded colleagues that GP trainees should be appropriately supervised at all times with the opportunity, where appropriate, to undertake workplace-based assessments
- If the decision is made to cancel planned teaching, then all GP trainees should undertake clinical work instead

General Practice Based

- Local factors will be considered when determining any change to placements in primary care
- ST3 trainees should continue to work in general practice with a focus on triage, same day and emergency appointments. As this is likely to provide sufficient experience of Urgent and Unscheduled Care, it is possible that you might not need to undertake any work for OOH providers during this period. We will; advise further on this in due course.
- ST1/2 GP trainees currently based in general practice will stay in general practice until August 2020.
- ST1/2 GP trainees currently based in a speciality post will remain working in whichever speciality post the local DME/medical staffing department consider most appropriate to meet service delivery needs.
- This will apply to GP trainees working in mental health trusts as well.
- Foundation trainees in general practice may be asked to return to work in whichever hospital department the DME feels most appropriate, unless priorities in an individual STP/trust/practice area dictate otherwise. The unfolding situation locally will provide the basis for any decisions regarding trainee placements.
- All GP trainees should receive clinical supervision as usual with at least a daily debrief and the opportunity for appropriate workplace-based assessments. The debrief will concentrate on patient safety.
- As telephone triage is likely to be increasingly used, where needed, GP trainees should request appropriate induction and training for this, this may be provided within your Practice or at a local teaching session

Trainee Welfare

Your welfare is extremely important to us. These are stressful and difficult times. HEE, hospitals and General Practices are working closely together to provide safe patient care and a supportive environment for our trainees. Please do contact your local TPDs or patch GP AD with any concerns

- Every GP trainee should familiarise themselves with the Public Health England (PHE) advice about safe practice during the Covid-19 outbreak
<https://www.gov.uk/government/collections/wuhan-novel-coronavirus>

- Further coronavirus guidance for clinicians is available at www.england.nhs.uk/coronavirus/
- Every GP trainee should seek, and follow, appropriate advice should they become unwell themselves
- If a GP trainee needs to self-isolate or to take sick leave for any reason, they should follow the lead employer's current advice on sickness certification.
- Where a GP trainee has health issues affecting their context of work, they should discuss this with their TPD and the lead employer so that a decision can be made in advance about their personal circumstances should the need arise for GP trainees to be moved to an alternative post within their local area
- We recommend that TPDs cascade this information to trainees through appropriate means.
- All GP trainees already have appropriate indemnity cover for this work via CNSGP

Context of Work for GP Educators

- This is a time of rare, extenuating circumstances and local decisions will be made in terms of responding to patient care needs on the ground
- All GP educators should retain a focus on clinical supervision during this time and should help their trainees undertake WPBA when appropriate

Training Progress

- It is possible that the half day release programme and practice-based teaching may be temporarily halted in order to ensure that all available resources are directed to frontline care.
- We are aware that GP trainees are likely to be concerned about their training progression and we will do all we can to support you to maintain your progress
- Please continue to ensure that your e-portfolio is up to date.
- We will update you as more information becomes available
- We will also endeavour to replace any missed educational opportunities