

Delivered Educational Programme for Foundation Doctors in the East of England.

Rationale for Document

All foundation doctors have hitherto been required to attend 70% of generic training to achieve a satisfactory ARCP outcome.

The criterion has now changed centrally, in that **all Foundation doctors must evidence a minimum of 60 hours of approved direct teaching.**

The approval of teaching, and items included has been derogated to the local Foundation Schools. This consists of:

- a mandatory 30 hours directly aligned with core foundation training and curriculum
- further 30 hours which can be determined by trainees predominantly from within the comprehensive suggested list

This document outlines the approved teaching for the delivered educational programme within EAFS and EBHFS, as well as the responsibility of the trainee to attend and collect evidence of attendance.

Delivering High Quality Education within Foundation

At the East of England, we have two foundation schools, East Anglia and EBH. Both are keen to promote a culture of learning, education and training within their trusts. Our aim is to achieve excellence in educational provision, with a vibrant programme that allows our trainees to flourish.

We have taken note of best practice elsewhere, educational research as well as trainee feedback to devise a programme which is interesting, interactive and covers the depth and breadth of the foundation curriculum. More than half of the taught educational programme is trainee determined according to preference, skillset and future career aspirations – the hub sessions, and additional options.

We hope our foundation trainees will view the educational programme opportunities as part of a wider continuing professional development that will be life long in a medical career. As such, we expect that the topics of the training sessions attended are broad and balanced across the curriculum including both clinical and professionalism elements.

Our innovative sub-regional hub programme.

These are longer block teaching, interactive and often including simulation and direct participation. Please review our Hub leaflet. The clinical sessions both teach within the foundation curriculum, but also provide a window into a future career, and access to keen trainees and specialists within those areas. As our foundation curriculum includes the building blocks of future successful careers, this does include sessions on professionalism, ethics and other non-clinical aspects of modern medicine. In our pilot year, our trainees predominantly found this to be an excellent resource, and were keen for us to continue providing this. As always, there will be running improvements made based on feedback and curriculum development. Formal study leave application is required for attendance.

Simulation training

We have a mixture of simulation modalities in our training programme to enhance your learning. The HEE EoE provides funding for a day of hi fidelity simulation, and trusts provide core skills training

as whether as other simulation opportunities. We plan that the proportion of simulation based training will increase, and some modular elements be embedded in the generic training programme. High fidelity simulation also enables learning about human factors, teamwork and prioritisation skills. Formal study leave application is required for attendance to the HEE EoE funded simulation, and is likely to be required for other sessions requiring protracted time from the ward.

We are excited to be incorporating *virtual reality simulation training* into the HEE EoE, the first foundation schools to commit on a large scale in the four nations. This can be utilized alone, or with others for additional peer feedback. Please see our guideline on using the VR.

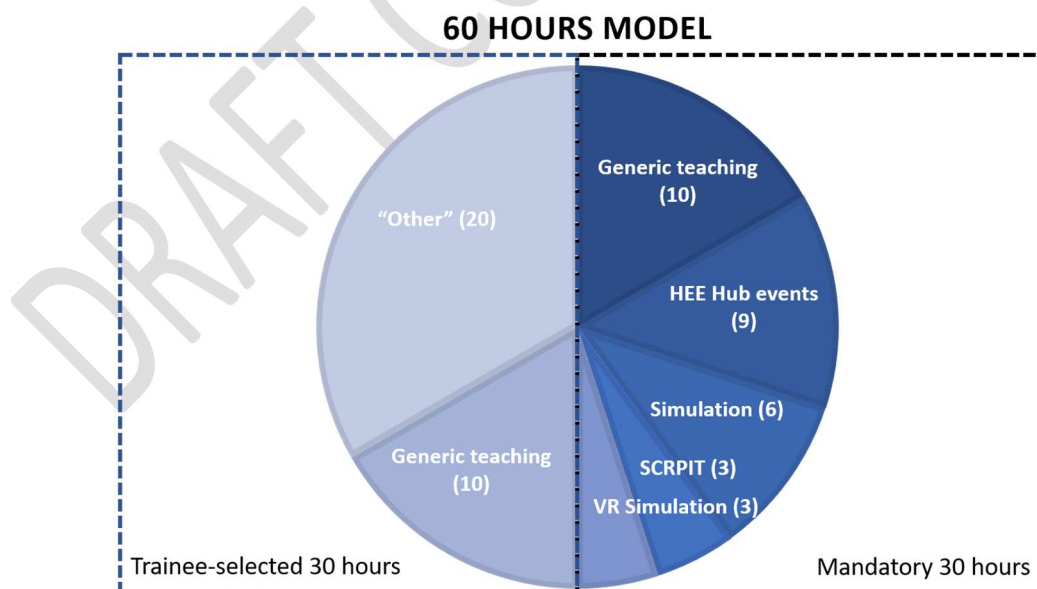
Generic teaching programme

We have kept the bulk of the taught programme within local trusts for easy access for our trainees, and would expect most trainees portfolio to evidence a minimum of the 10 mandated hours and suggest for a broad training experience around 10 further additional hours should be attended.

This is the element that has previously been called 'generic teaching' referencing the broad areas of both clinical and non-clinical elements covered within it. This remains the backbone of the delivered educational programme due to trainee and trust considerations, as well as utilizing local educational expertise.

We understand that regularly leaving the trust for a fully centrally provided teaching programme would be difficult to juggle with clinical experience, requiring pre-planned leave and travel. Trusts also have more opportunity to provide width to the programme in the delivered teaching using their multiprofessional experts, as well as enabling some peer to peer teaching.

Locally delivered teaching gives opportunity for trainees to recognize and approach experts and enthusiastic educators in fields other than their own rotations.



Approved Delivered Educational Programme for the purposes of ARCP

This is aligned with the study leave guidance which states **trainees must meet a minimum of 60 hours delivered programme annually** .

We hope that most trainees will access the taught programme to an excess of the minimum hours, and utilise their study leave for further teaching. Please review the study leave documentation, as there are differences between F1 and F2 provision of study leave.

Difficulties attending the mandatory 60 hours or study leave should be escalated to local FTPD and guardians of safe working in the first instance, and the foundation trainee representatives and area deputy FSD as required.

Trainees should upload into their e-portfolio all their certificates to evidence their 60 hours, a template has been provided as a summary document for educational supervisors.

<https://supporthorus.hee.nhs.uk/media/1101/course-seminar-other-learning-attended.pdf>

An inability to attend the delivered educational programme due to service pressures requires an exception report to the guardian of safe working.

Where a trainee has been unable to meet the minimum requirements, or is predicting they are unable to meet the requirements, it is suggested that an early meeting with their FTPD is held to discuss the reasons behind this difficulty and any extenuating circumstances.

You may be required to spend further training time in the appropriate year if the minimum hours have not been completed.

Claiming for teaching hours that you have not attended is a serious probity issue, and will lead to formal notification to the Foundation School.

[insert photo]

Mandated 30 hours core foundation teaching

<p>1.Trust Delivered educational programme/Generic Foundation educational programme –this is funded by the HEE EoE through the trusts SLA and placement fee. -the trust will monitor attendance. Please exception report if unable to leave the clinical area to attend.</p>	<ul style="list-style-type: none"> • This must be ‘bleep free’ • Weekly education may be aggregated to release half or whole days for generic teaching • Should be mapped across the curriculum 	<p>10 hours</p>
<p>2. HEE EoE delivered Hub days ➤ The EoE has been divided into 4 ‘patches’ and a central site for trainee convenience with a variety of clinical and non-clinical opportunities to choose. [please refer to hub documentation] -non-attendance will be marked on eportfolio unless exceptional circumstances pre-notified. It is considered unprofessional behaviour and potentially a probity issue. ➤ Each foundation doctor is mandated to attend two clinical and one non-clinical event in their patch/central site Choice of hub, however, is determined by the trainee. ➤ This is organised through your Foundation Team and their local process -This has been funded by the HEE EoE.</p>	<p>Two regional ‘Hub’ days – either one full day clinical or two half day clinical -one half day non-clinical -Certificates will be provided and should be uploaded</p> <p>Attendance at three sessions is non-negotiable -non attendance to approved hub events will be notified to your local administrator to be uploaded onto eportfolio if formal absence notice is not given</p>	<p>9 hours</p>
<p>3. SIM sessions</p> <ul style="list-style-type: none"> • All foundation doctors should have the opportunity to attend a minimum of 3 Simulation sessions per year. • 1 of these sessions is the hi-fidelity sim within the HEE EoE funded SIM allocation and is mandatory. [this may be delivered as one whole day or 2 half days] • This activity is organised and allocated by the local Foundation Team 	<ul style="list-style-type: none"> • Certificates will be provided and should be uploaded • non attendance to HEE EoE funded sim events will be notified to your local administrator to be uploaded onto eportfolio 	<p>6 hours</p>
<p>VR SIM lab learning This is funded centrally by the HEE EoE. This counts as a half session of the 3 mandated SIM sessions Please see the VR guidance to get the maximum benefit from this innovative learning option.</p>	<p>A minimum of 5 out of 10 modules to be completed A screen shot should be uploaded to your eportfolio evidence folder</p>	<p>3 hours</p>
<p>SCRIPT half day This is funded centrally by the HEE EoE and aims to support early prescribing in the workplace. It also has a special module selection for those sitting the PSA</p>	<p>A minimum of six modules to be completed. Script evidence should be uploaded. Completion is non-negotiable</p>	<p>3 hours</p>

Trainee chosen 30 hours

<p>1.Trust Delivered educational programme/Generic Foundation educational programme –this is funded by the HEE EoE through the trusts SLA and placement fee. -the trust will monitor attendance. Please exception report if unable to leave the clinical area to attend.</p>	<ul style="list-style-type: none"> • This must be ‘bleep free’ • Weekly education may be aggregated to release half or whole days for generic teaching 	<p>10 hours highly recommended</p>
<p>Additional recommendation:</p> <ul style="list-style-type: none"> • Additional hub attendance • Additional generic training attendance • Additional VR simulation activity <ul style="list-style-type: none"> ○ [VR 5 modules 3 hours] • Additional simulation activity: The trust should arrange a further half day session per trainee using their SLA/placement fee funding. <ul style="list-style-type: none"> ○ This may be high fidelity simulation; procedural clinical skills lab training; a modular sim based session. • Core procedure clinical skills [3 hours] • Departmental teaching approved prospectively by educational supervisor • QI formal training session [once] • Risk management or critical incident debrief or discussion meeting <ul style="list-style-type: none"> ○ [once, and a linked reflection] • Schwartz round <ul style="list-style-type: none"> ○ [once, with a linked reflection] • Formal locally organised careers event <ul style="list-style-type: none"> ○ [once, with linked reflection] • Formal locally organised ethics session <ul style="list-style-type: none"> ○ [once, with linked reflection] • Formal locally organised leadership session <ul style="list-style-type: none"> ○ [once with linked reflection] • Events Linked to academic foundation programme requirements 	<p>The additional time should be broadly balanced and pre-approved by the educational supervisor.</p> <p>The activity should not be double counted.</p> <p>The activity should be named and submitted to eportfolio with certification or evidence of attendance</p> <p>Activities not on the recommended list should be discussed in advance with the educational supervisor. Approval is not mandatory, and the activity should be flagged to the ftpd.</p>	<p>20 hours recommended minimum</p>

Exclusions from the taught programme hours

We have thought very carefully about which activities in which proportions to include in the taught programme hours. We wish to provide a high quality programme that delivers appropriate and varied teaching to our trainees, predominantly face to face. We hope that not only the modality of teaching is varied, but also the subjects included, particularly by highlighting the necessity and value of professional and non-clinical skills.

The taught programme is not the only element of educational activity within your foundation year, and we hope that all trainees will maximise their educational experience and utilise the study leave allowance for additional opportunities within the taught programme, as well as those activities excluded. Please refer to the study leave guidance for further information.

https://heeo.e.hee.nhs.uk/sites/default/files/study_leave_-_foundation_programme_guidelines_2018_aug_edn_1.pdf

Specific exclusions from the taught programme are:

1. ALS is not part of the generic taught programme, and the hours are not counted towards the minimum 60. It is part of the additional allowance of within the study leave guidance. It is recommended this is completed in F1
2. Foundation specific e-learning modules are not part of the generic taught programme, and the hours are not counted towards the minimum of 60. They are part of the additional allowance within the study leave guidance and time should be given for completion.
3. Taster sessions are not part of the generic taught programme, and the hours are not counted towards the minimum of 60. They are part of the additional allowance within the study leave guidance, please see guidance.
4. Courses and conferences outside of HEE EoE are part of study leave
5. Trust mandatory updates. These are considered to be work.

Trainees with specific needs:

For trainees LTFT, this will be on a pro-rata basis across your foundation year equivalence

For trainees with specific needs that preclude or inhibit travel, or require adjustments to training sessions, all trusts provide hub days, so please notify your administrator early in the academic year to have a place at the appropriate hub sessions.

Reasonable adjustments will be made where appropriate to provide individualized flexibility.

We welcome feedback through the feedback proforma administered by your trust, and also through trainee representatives or foundation training programme directors.