

# East of England GP School Newsletter February 2017



Developing people  
for health and  
healthcare

[www.hee.nhs.uk](http://www.hee.nhs.uk)

# GP School Profile Series

## Fiona Holloway-Parks – GP School Administrator



### **Please give a brief description of your role here**

I am the main point of contact for any GP related queries coming from the GPST Programmes, Practice Managers and GP Educators. Most of my day to day tasks involve honorary contracts, claim forms, GP Educator courses and Primary Care events and maintaining the GP web pages.

### **What is your favourite book?**

I would probably have chosen the Harry Potter series but that has been said before

so I will go with a classic - Persuasion by Jane Austen.

### **If you could spend a week anywhere in the world, where would it be?**

In a floating hut in Mauritius with Netflix and tub of Ben & Jerry's.

### **Name something from your 'bucket list'**

To speak, read and write fluently in another language – perhaps French.

### **If you could have a dinner party with any three individuals, living or dead, who would they be?**

JRR Tolkien, Dante Alighieri and Homer - three authors who have written and inspired some of my favourite stories.

### **If you had access to a time machine where and when would you go?**

983 years into the future to see if we are still here or if we have had to relocate...it will be interesting to see if any of the movies got it right!

# News and Information



The Care Quality Commission has published further reports on the quality of care provided by GP practices.

Congratulations to **The Freshford Practice** in Mid Essex and **Litcham Health Centre** in West Norfolk which have both achieved a rating of Outstanding!



Royal College of  
General Practitioners

RCGP have launched their Think GP campaign, designed to encourage people to enter into a career as a General Practitioner.

Follow the Campaign on Social Media using #ThinkGP and check out **their Leaflet**.



**BMA members (GP trainee and First5) 12 months free access to BMJ Best Practice**

BMJ Best Practice is an evidence-based diagnosis and treatment support tool. Accredited by the Royal College of General Practitioners and updated daily, it brings you step-by-step guidance on diagnosis, prognosis, management and prevention.

**Start using BMJ Best Practice today**

Although we are not endorsing BMA we wish to draw people's attention to it since it is free.

## GP School Open Day

A date for this event has been provisionally set for **5 July 2017**.

Further information will be available as the event is planned.



# 2017 Course and Events

## Spring Symposium

22 March 2017 and 23 March 2017

**Tattersalls, Newmarket,  
Suffolk, CB8 9BT**

The theme for this year's Spring Symposium is '**Quality Improvement Through Education**'.

**Both days** will be relevant to **all Primary Care Educators** covering the 'nuts & bolts' of GP Training and a broader range of topics relevant to all those involved in Primary Care. GPs, primary care nurses, practice managers, people involved with the CPENs are all welcome!

## Out of Hours Clinical Supervisor to Associate Trainer Conversion Course

31 March 2017

## Associate Trainer Courses

**A** 5 April 2017, 7 April 2017 and 11 October 2017

**B** 17 May 2017, 19 May 2017 and 1 November 2017

**C** 4 October 2017, 6 October 2017 and 18 April 2018

## Associate Trainer to Trainer Conversion Course

18 October 2017 and 19 October 2017

8 November 2017 and 9 November 2017

29 November 2017 and 30 November 2017

## Out of Hours Clinical Supervisor Course

8 November 2017 and 9 November 2017

**Further information and booking forms available at:**

<https://heeo.e.hee.nhs.uk/node/3531>

# ARCPs

## Out of Hours (OOH) Work

There are two aspects to this. Firstly, a GP trainee has to do 6 hours of OOH work for every pro rata month spent in General Practice. This includes innovative posts and periods of extended training. So, if a GP trainee spends longer than 18 months in general practice, it is important for them (and you!) to realise that they will need to do more than the standard 108 hours. Secondly, a GP trainee needs to achieve competence at OOH work and that is for the educational supervisor to decide, usually at the last ESR. If the ES is happy that they are competent, then they need to tick the box at the end of the ESR form on ePortfolio.

It is not unusual for the GP trainee to reach their last ESR and still have some OOH shifts to complete. It would be preferable to avoid this but, should it happen, don't panic! If the trainee can provide evidence that they have shifts booked to fulfil their remaining hours then it is still possible to tick that box, assuming you feel that they are competent. It would be good for the trainee to write a log entry with proof of their booked shifts and for the ES to record the situation in the summary box at the end of the ESR. Writing an educators note as well would be the icing on the cake!

The ARCP panel will then be able to issue a satisfactory completion of training outcome. However, if that box isn't ticked, even if the trainee has completed the OOH shifts between the ESR and the ARCP panel, the only option open to the panel is to issue an outcome 5 (incomplete submission of evidence) and to ask the trainee and ES to liaise with the RCGP helpdesk to get that tick inserted. So, to avoid all that palaver, please remember that you can tick that box if you are aware that the trainee has booked shifts and you feel that they are competent. It would be a probity issue for the trainee if they then don't work those shifts.

One word of caution, if the trainee has a substantial number of hours still to work, then it would be best not to tick that box. It is hard to put an exact number to it as situations can vary. As a rough guide though, if the trainee has worked 90+/108, I would be happy to accept that but I would think twice about anything below that. Please do ask your local TPD if you have any concerns about what to do.

[Janet Rutherford](#)

[Associate GP Dean for Suffolk](#)

# ARCPs

## Hospital Posts of Less Than 3 Months Duration

Hospital posts generally need to be of at least 3 months full-time equivalent duration for them to count towards training. If the post is between 2 and 3 months long, the ARCP panel should make an assessment of the evidence of learning and progress provided by the trainee on their ePortfolio. If this is satisfactory, then they can make a recommendation on the ARCP form to accept that post. Any post less than 2 months duration is very unlikely to be accepted.



So, as a GP Trainer or a TPD, if you are aware that your trainee is likely to spend less than 3 months in a hospital post, perhaps due to maternity leave or sickness, please document on an educators note that you have discussed this with them and have encouraged them to submit plenty of evidence of their learning including a Clinical Supervisor's Report (CSR). It would also be good practice to flag up this short post to your local TPD (where appropriate) and/or administrator so that it is assessed at the next ARCP panel.

One more thing to add here, if the trainee is able to return to the same hospital post with the same clinical supervisor, then the time spent in that post before and after the period of absence can be added together to make a cumulative total. So, please do facilitate this wherever possible.

**Janet Rutherford**  
Associate GP Dean for Suffolk

# Be a Health Ambassador

As we all know, we have recruitment challenges in general practice at the moment making it all the more important that we do everything we can to attract more people into medicine, and then into general practice as their preferred specialism. And we need to start at the school level.

Please can I ask you to consider signing up to the Inspiring the Future website? This is a national website that school teachers can use to locate local people working in any job to ask for their help at a school event. It might be to give a careers talk, staff a stand at a careers fair, talk to individual students about their university applications or help

them with their CV etc. All you commit to is one hour a year and it is entirely voluntary. The sign-up process is straight forward by accessing [inspiringthefuture.org](http://inspiringthefuture.org).

If schools do contact you it is all done by email with you selecting yes, no or maybe. So, if it isn't a convenient time, you can say No fairly easily. The more of us that sign up the better, so please do think about it.

And please do consider encouraging your practice nurses to sign up too! We have a looming recruitment crisis for primary care nurses too.

inspiring  
the  
future

# Inspiring the Future

On December 1st I represented HEEoE at a Job, Careers and Education Fair at Castle Manor Academy, Haverhill. This event was open to all students from Year 7 to Year 13 (11 -18 year olds). It was organised by the school with the aims of:

- Raising aspirations
- Facilitating career ambitions,
- Widening knowledge of the different types of careers,
- Identifying the benefits of Further and Higher Education in meeting career aspirations.

We were invited by Inspiring the Future, a charity which matches schools and colleges with teachers and volunteers, who can share their experiences of their job, career and educational route.

On the day I met students with a fantastic range of aspirations: future GPs, paramedics, nurses and a determined future geneticist. I have volunteered as a doctor in a primary school before but this was a new and very rewarding experience. It really was a pleasure talking to these students about their current school work and their future hopes and plans.

We continue to promote careers in Primary Care and General Practice in particular. We have a range of materials available and packs for 'Health Ambassadors' to take to such events. We would encourage as many people as possible to sign up to the Inspiring the Future website. They ask volunteers for an hour a year of their time.

We have also created an area on our website to highlight the resources we have available for school student work experience placements as well as tasters for Foundation doctors in General Practice. We hope to have a central register of practices willing to take placements.

<https://hee.nhs.uk/hee-your-area/east-england/workexperience>

I would encourage anyone to sign up and see if there is somewhere in your local area that would benefit from your experience and hopefully you may find it rewarding too.

**Alisdair Macnair**  
Associate GP Dean for Foundation



# Retainer & Returner Schemes

Are you thinking of leaving practice or will be able to only undertake a small amount of paid professional work in the near future? Want to retain your skills?

## How about the **Retainer scheme?** With new funding since April 2016

The **Retainer** scheme is a combination of service commitment and continuing professional development available to any GP on the Performers List and with a GMC licence

You can work flexible between 1-4 sessions per week for up to 5 years.

The scheme comes with a financial package offering support to the practice for each session worked and also an annual payment to the GP.

## Want to know more? [heeeo.hee.nhs.uk/retainer](http://heeeo.hee.nhs.uk/retainer)

Tracy Ellis is the national NHS England lead for this scheme, please contact her if you have any questions or require clarification via [england.primarycareworkforce@nhs.net](mailto:england.primarycareworkforce@nhs.net)

For more information on the application processes please contact the **GP School Administrator** at [communityschools.eoe@hee.nhs.uk](mailto:communityschools.eoe@hee.nhs.uk) or **Dr Sarah Rann** at [sarah.rann@nhs.net](mailto:sarah.rann@nhs.net)

Know someone who hasn't worked for 2 years or more and might like to return to work? Know a GP who hasn't worked in England and would like to? They can – with the **Induction and Returner scheme**.

## [gprecruitment.hee.nhs.uk/Induction-Refresher](http://gprecruitment.hee.nhs.uk/Induction-Refresher)

The scheme can be tailored to meet their needs, experiences and personal commitments, with new features from April 2017 to make things simpler and easier.

Once registered for the scheme there is a dedicated account manager to guide you through the process. That's not all, there's more financial support too.

## What's on offer?

- A bursary of up to £3,500 a month whilst you are on a placement
- Help towards indemnity costs and other fees worth £1,714
- No assessment fees for first time applicants
- Access to a dedicated account manager
- Options to complete most parts of the scheme before moving back to England, if you are living overseas
- Help with relocation costs if you move to some parts of England via [england.nhs.uk/gp/gpfv/workforce/returning-doctors](http://england.nhs.uk/gp/gpfv/workforce/returning-doctors)

# New Lead Employer

We are delighted to announce that St Helens and Knowsley have accepted the contract to provide lead employment services for GP and Public Health trainees and GP educators from 1<sup>st</sup> December 2016. There has been a two month handover period up to 31st January from the previous lead employer, Southend University Hospital NHS Foundation Trust. For clarity the GP and Public Health trainees will TUPE transfer their actual employment to St Helens and Knowsley on the 1<sup>st</sup> February 2017. The GP educators will TUPE transfer their employment to St Helens and Knowsley later this year.

The GP School has been very impressed by the innovative and proven approach that StH&K bring to the lead employer concept; they will now be providing payroll services

to over 30,000 NHS staff and employing nearly 4,500 trainees from all specialties. We believe that their IT based solutions will bring a higher standard of service to our trainees and staff as well as efficiencies and economies. This is a good news story we can promote in due course.

This contract is for 5 years with an option to extend for a further 2 years; we believe this will provide significant stability for EoE and for our trainees.

Further information has been circulated including FAQ's which have been jointly agreed by all stakeholders including both current and new Lead Employer and also the BMA and nominated staff side representatives.

**For more information please visit our website -  
[https://heeoee.hee.nhs.uk/gp\\_lead\\_employer](https://heeoee.hee.nhs.uk/gp_lead_employer)**

# Reflection

## Jade Moore BSc (Hons), DipHE, PA-R

Jade is one of the first UK trained Physician Associates, obtaining her National exam certification in 2010. She has since specialised in General Practice medicine and is a senior lecturer on the Physician Associate course at Anglia Ruskin University.

Jade recently shared her reflections about the important role of General Practice:

*'My love for General Practice grew from working in a traditional partnership practice with GPs of many years' experience. I was mesmerised by their skill which can't be matched by any other professional, including Physician Associates. My hope is that when supportive roles such as PAs are introduced more widely, it will allow GPs the time to do what they do best.'*

*'Thank you for accepting me into your world and I look forward to championing primary care for many years to come.'*

**For more information on Physician Associates please visit our website - [https://heeo.hee.nhs.uk/physician\\_associates](https://heeo.hee.nhs.uk/physician_associates)**

# Feedback & Suggestions



**We would like to encourage you to contribute to this newsletter!** So... If you have any feedback or anything you would like to be considered for the newsletter please forward to [communityschools.eoe@hee.nhs.uk](mailto:communityschools.eoe@hee.nhs.uk) with the subject **NEWSLETTER**. We look forward to hearing from you.