To: GP Trainees  
Cc: GP ADs, TPDs and Local Administrators

GP Trainees – HEE EoE February 2019 Update

This month’s topics/updates will be on the following:

• ARCP Advice for ST3 Trainees
• Form R and Wider Scope of Practice Form
• Support Groups for IMG Trainees
• Latest Research Alert from PCU on Anticipatory Prescribing
• Medical Education Fellow Role
• Primary Care Skills Show & Job Fair
• Exception Reporting and Access to Allocate
• Your Email Address and the Lead Employer
• Claiming Travel Expenses
• Applications for LTFT Training
• Managing UTIs in Older People in the Community
• Regional Study Days
• Useful Links

ARCP Advice for ST3 Trainees

This advice is for those of you who hope to qualify as a GP this summer, or at any point because the advice will always be the same! There are several areas that you need to make sure you have ready for your final ARCP. They are

• The minimum number of the mandatory assessments required for your ST3 year AND overall throughout your training. If you are in any doubt as to what the minimum requirements are, please ask your TPD, your educational supervisor and/or read the information found on this link https://www.rcgp.org.uk/training-exams/training/mrcgp-workplace-based-assessment-wpba.aspx
• Ensure that you have an observed CEPS examination for all 5 intimate examinations – breast, female genital, male genital, rectal and prostate. Please note that a cervical smear on it’s own will not be sufficient and that having a rectal CEPS doesn’t mean that you have also done the prostate one, especially when there is not mention as to whether the patient was male!
• Ensure that your BLS certificate is in date beyond your CCT date and that it also includes AED training
• Ensure that you attach evidence of having achieved Level 3 safeguarding as well as a further log entry reflecting on how you have applied that learning, for example, a patient you have seen, a case conference you have attended, a practice safeguarding meeting etc
• Ensure that the log entries with both the certificates above have been shared – we are not able to see evidence in your personal library
• Ensure that you have provided evidence of your personal participation in the audit or QiA process
- Ensure that you have provided evidence of your personal participation in a team-based SEA process using a SE of your own
- If you haven't quite finished all your contractual OOH work, please release a log entry with a screenshot of when you have booked your remaining OOH session for. And then share a log entry for each shift as it is worked. The ARCP panel will then be able to take this into account. If you are awarded your CCT based on this information, and then you don’t work any of those shifts, this will be treated as a potential probity issue
- At the time of your final ESR, agree some PDP objectives that are forward dated into your first year as a qualified GP. These will form part of your first NHS appraisal.

**Form R and Wider Scope of Practice Form**

A fully completed and signed Form R is needed annually and/or before every ARCP. If you are on maternity leave, or are out of programme for any other reason, you will still need to provide a Form R every year, although you won’t have an ARCP until you return to work.

You will also need to provide a Wider Scope of Practice form annually and/or before every ARCP if you have additional roles for which you are using your GMC licence. This might include locum work, voluntary roles as a doctor, working in aesthetic medicine etc. The reason for this form is to make sure that the Responsible Officer has sufficient information about all your roles as a doctor in order to make an appropriate revalidation recommendation.

This form can be found at [https://heeoe.hee.nhs.uk/revalidation/revalidation/documents-and-guidance](https://heeoe.hee.nhs.uk/revalidation/revalidation/documents-and-guidance)

**Support Groups for IMG Trainees**

We would like to establish a list of support groups or resources for trainees who have moved to this country to do their GP Training. So, we are asking for your help. If you are aware of an organisation that has been helpful to you, please let us know by contacting Sarah Rann on: sarah.rann@nhs.net. Thank you very much.

**Latest Research Alert from PCU on Anticipatory Prescribing**

Latest Research Alert from PCU on Anticipatory Prescribing focuses on the lack of evidence for the common practice of prescribing ‘just in case’ drugs for patients nearing the end of their lives in the community: [https://www.phpc.cam.ac.uk/pcu/research/research-alert-x/](https://www.phpc.cam.ac.uk/pcu/research/research-alert-x/)

**MedShr - HEE Medical Education Fellow Role**

MedShr is a professional medical network and app, developed to connect with peers and experts from around the world to share and discuss interesting and challenging clinical
cases. MedShr enables doctors to share knowledge and skills to improve healthcare, and ultimately save lives. MedShr is looking for motivated and enthusiastic junior dentists and doctors to join the team as Education Fellows to work in collaboration with Health Education England and other partners to develop this exciting technology as a tool for formal learning, training and accreditation for doctors and medical students. Please see the attached PDF for more details.

**Primary Care Skills Show & Job Fair**

Attached is an invite to trainees to join a series of Skills Show & Job Fairs, hosted by Essex Primary Care Careers this Spring. This event will provide information for anyone who is interested in finding out more about career and further educational opportunities within primary care.

**Exception Reporting and Access to Allocate**

We understand from the lead employer that giving new GP trainees access to the Allocate system should work more efficiently in the future as the system has now been adapted to allow for a bulk upload of your email addresses. Previously, email addresses needed to be entered individually which took a long time.

**Your Email Address and the Lead Employer**

Once somebody has been successfully appointed as a GP trainee, the email address you entered on Oriel is used by the lead employer to set up your Electronic Staff Record (ESR) etc. Should you choose to, you can then change your email address on your ESR or add additional addresses. So, please do add any nhs.net email addresses that you receive after being appointed.

**Claiming Travel Expenses**

We discussed this with the lead employer last week. They feel that the electronic claim system is working although acknowledge that it can look like it isn't! Apparently, there is lots going on 'behind the scenes' that eventually churns out the right claim amount for mileage claims. We raised the potential issue of confidentiality with needing to input the postcode for home visits made. They told us that this had been discussed with all the appropriate people before the system was implemented and that it was felt to be acceptable. However, they are going to check this again and will then add some FAQs on their website to explain the whole process. We understand that there are several videos on their website explaining how to make mileage claims and we discussed the potential benefits of possibly showing these videos at induction days etc. We will be exploring this further in due course.

I am awaiting specific responses to the individual difficulties that several of you have shared with me and will update you when I can.
Applications for LTFT Training

When a GP trainee applies for LTFT training, you need to describe what your intended working week will be like. This part of the form isn’t always being completed with enough information for the appropriate decision to be made. Please can I ask you to specify how many clinical sessions you will be working as well as what percentage of tutorial time, self-directed learning and half day release training you will be attending. Timetables can vary depending upon the length of the days being worked. So, please discuss this with the practice where you will be working and take advice from the lead employer, as necessary. Generally speaking, the percentage of your working week should be adjusted according to the % of time being worked for each element of your week e.g. clinical time, self-directed learning, etc.

Managing UTIs in Older People in the Community

Health Education England has commissioned an educational film, in collaboration with Public Health England’s Primary Care Unit, on the treatment of UTIs in older adults for all out of hospital health and social care workers, introducing resources that can be used to diagnose, manage and prevent UTIs in out of hospital settings.

It supports staff to effectively treat older adults with UTI’s, supporting existing Public Health England tools – TARGET UTI leaflet and UTI diagnostics tool and compliments the other short films that we have supported in collaboration with PHE Primary Care Unit and TARGET Toolkit. It also promotes ‘To Dip or Not to Dip’ that aims to improve the management of urinary tract infections in older people in nursing home care.

There is a link to educational resources for health and care workers. There is also a link to practical resources for health and care workers to share with patients and carers.

The film and resources are available on the e-LfH AMR site. There is also a recently launched HEE film available on antimicrobial stewardship for GPs.

Regional Study Days

These days will be linked to the curriculum and will be free of charge for trainees to attend. Please keep checking our webpage, which we will be updating throughout the year. We are developing a long-term strategy for this and are keen to base that on what you need. Please do let your TPDs know so that your thoughts can be taken into account in the annual planning process that is happening over the next few months.

Veterans’ Health Study Days - We have been running these days for the last few years and they have received very good feedback. If you have previously attended one of these days, you don’t need to go again. However, if you haven’t been to one of the days before, please do consider going this year. The link to book onto the course can be found here.
CSA Prep Courses - The CSA courses were quickly booked up. So, we have expanded capacity on some of the courses and added additional courses. We will expand capacity further should the need arise. If you would like to be put on a waiting list, please email eanglia@rcgp.org.uk.

Useful Links

Each month we will be including a list of useful links. Hopefully, this should act as a quick access point for key information. Please note that the HEE webpages will be undergoing a much needed ‘facelift’ and refresh over the coming months, we will keep you updated with any changes.

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Kind regards,

Janet Rutherford
Head of School for General Practice