



Welcome to the BMA and the EoE Foundation Programme

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Sam Wakeford

East of England
18 July, 2024



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the first three months free...**

www.bma.org.uk/join-us?rc=5600

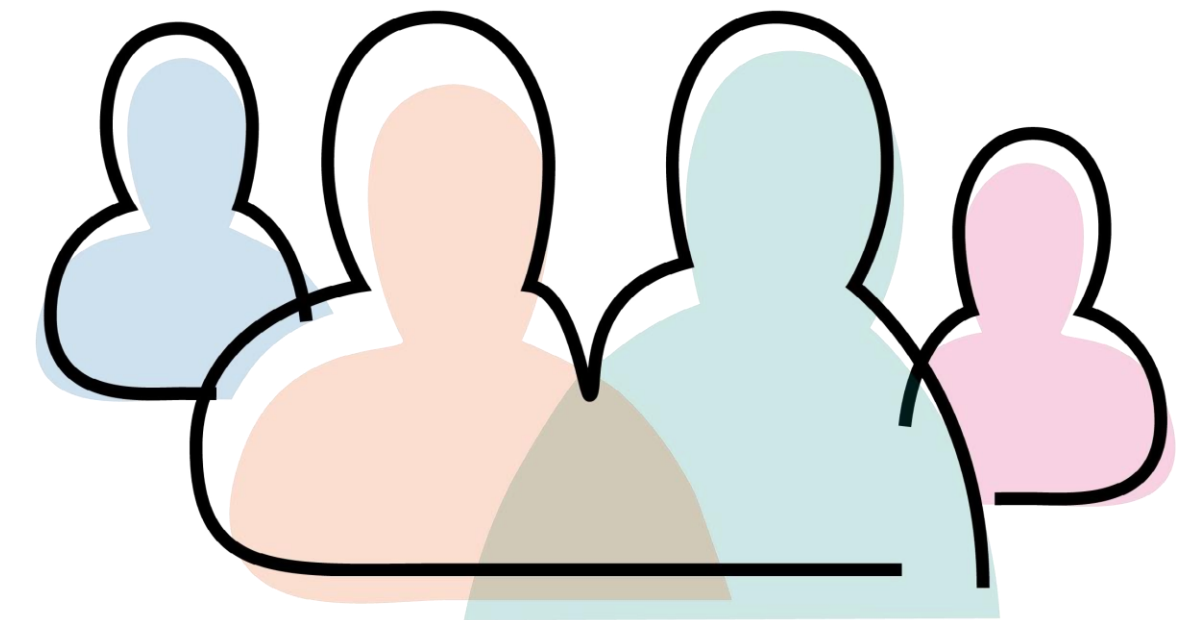
or use the QR code

louise.cox@bma.org.uk

Welcome to the BMA

We look after you, so you can look after patients

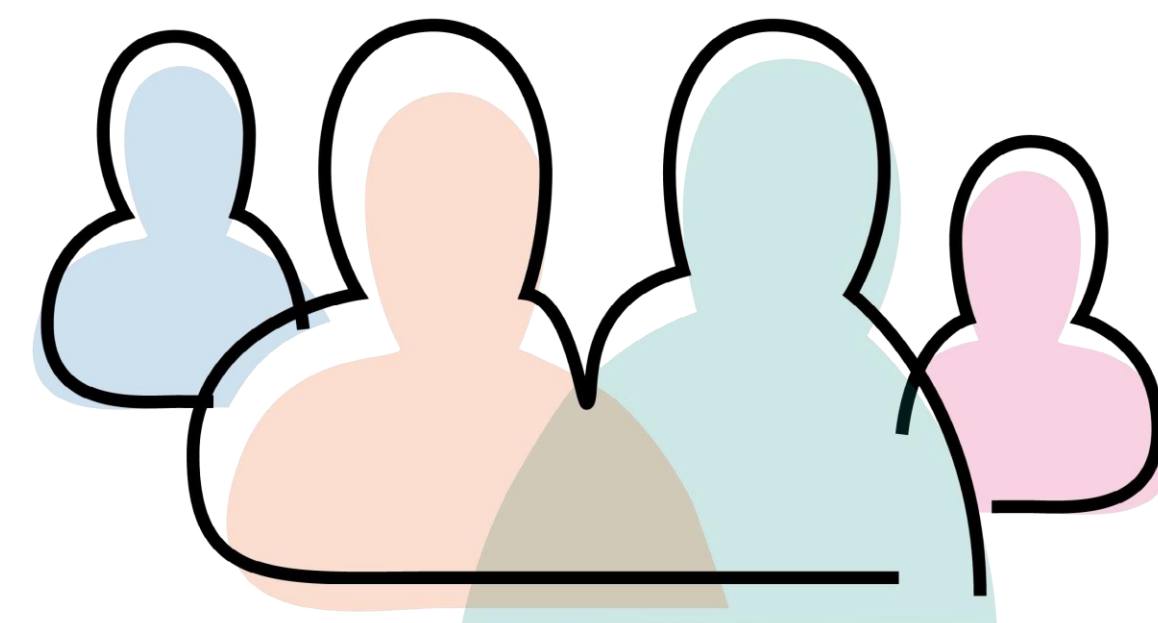
- Trade union for doctors and medical students
- Represent you locally and nationally
- Individual employment support
- Professional development (more on this at the end!)



Your representation

What this means is:

- When you need individual employment, counselling or career advice, BMA support and expertise is available to guide you
- When an issue arises in your local area, reps and BMA advisers are on hand to negotiate better outcomes
- When it comes to national health issues, we are the leading voice for change in the medical profession





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Your representation

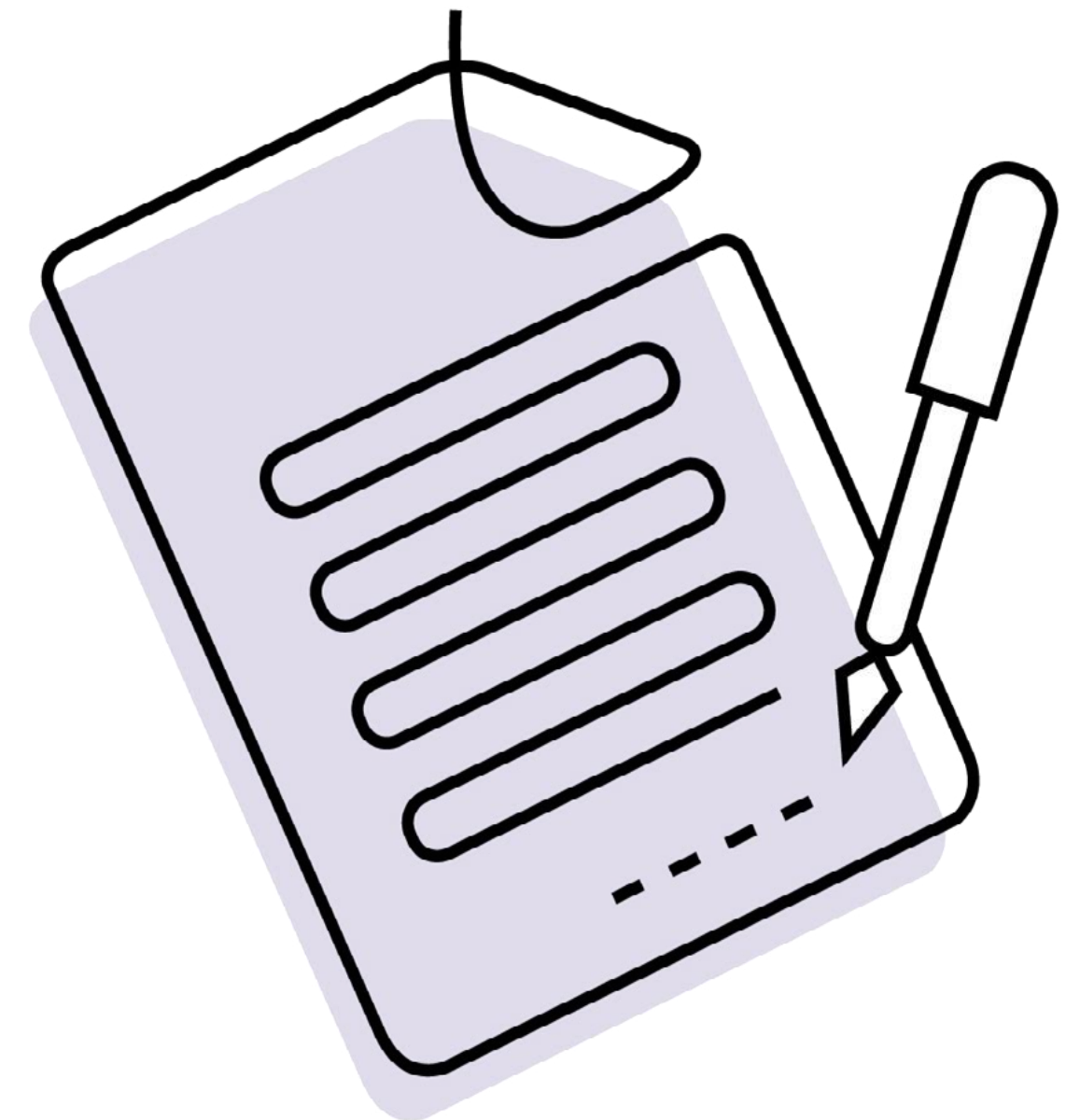
National activity:



Your contract

Where does it come from?

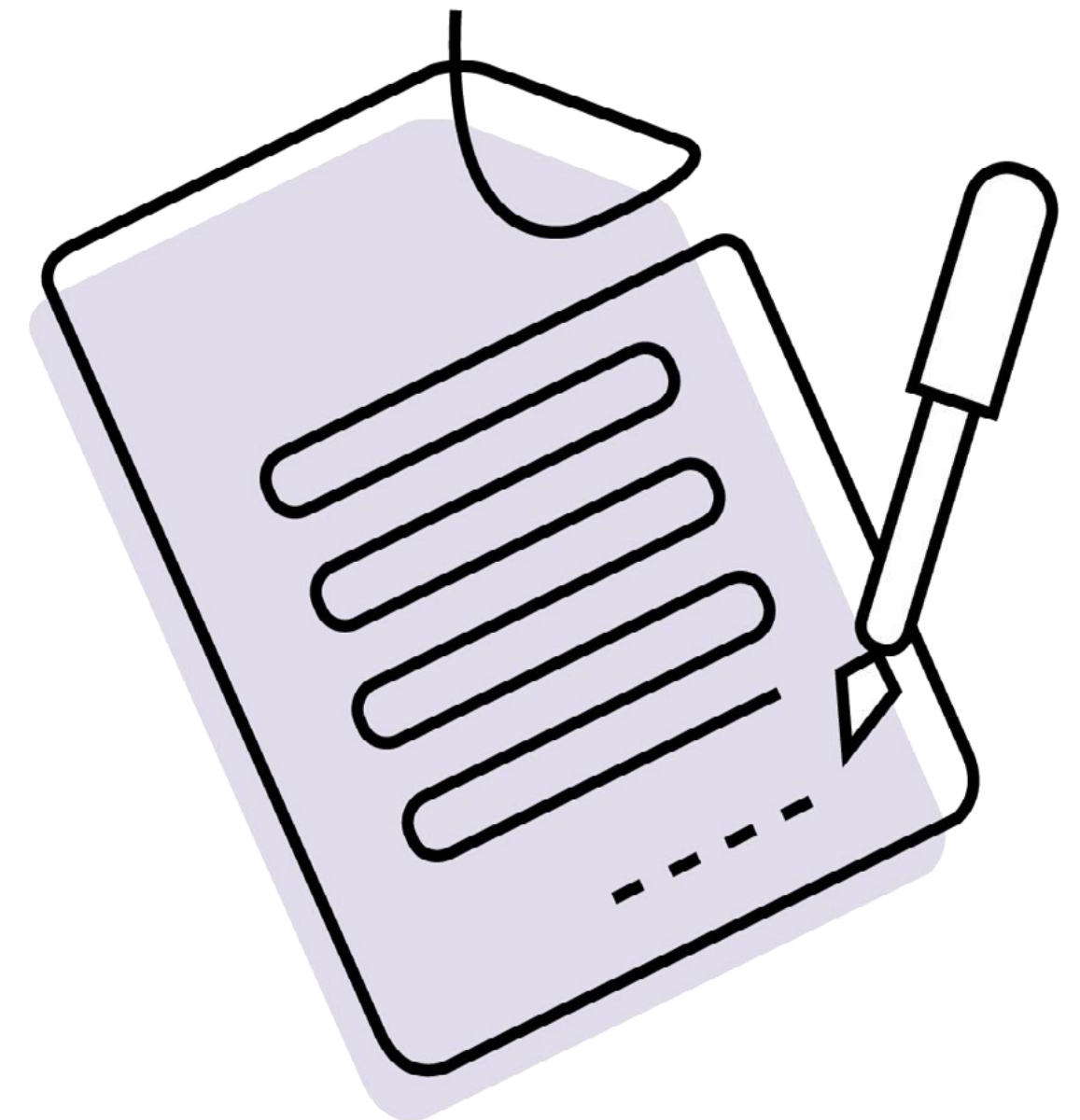
- Nationally negotiated terms and conditions of service: 'TCS'
- Employer implements TCS through local policies
- Individual contract then applies the national TCS and local policies to you
- Work schedules including rotas are contractual documents once issued to you
- The BMA is involved at each stage!



Starting a new job

What should you get?

- A rota and work schedule: including your working hours, pay and training requirements
- A new contract: use the BMA contract checking service before you sign!
- When you receive your first pay, check your payslip! Call the BMA for advice if unsure

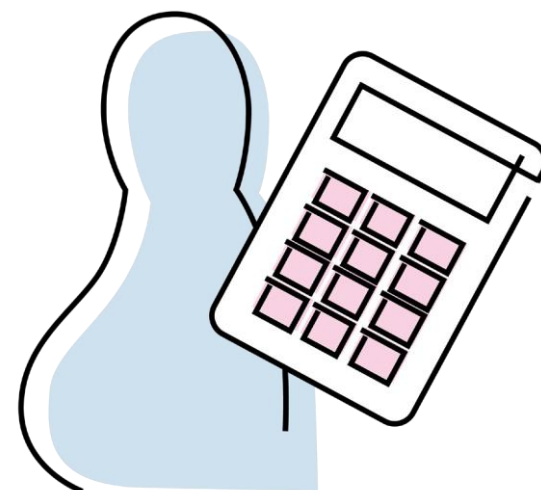


Check your contract

In 2023, 1 in 4 of the contracts we checked did not comply with the national model.

Before you sign on the dotted line... we can check your contract within 5 days.

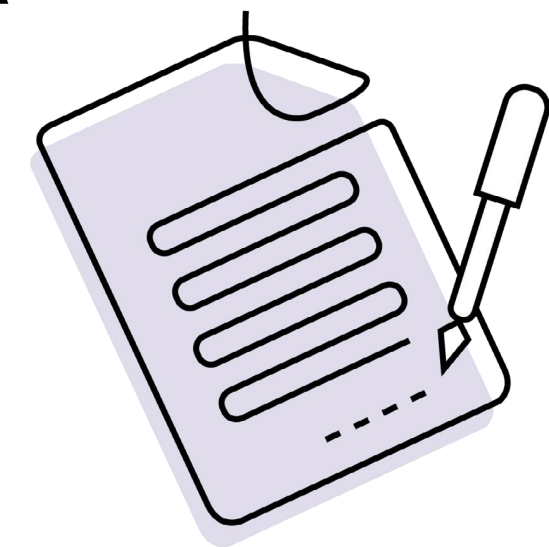
bma.org.uk/contractchecking



Rota checking tools

As soon as you receive your rota, check that it is compliant with all the rest and hours requirements of the 2016 TCS. Catch any concerns early.

bma.org.uk/checkyourrota



Work schedule

Sets out:

- Work commitments and training outcomes
- Your working hours, training opportunities and names of supervisors
- Includes copy of rolling rota (use checker!)
- Explains corresponding pay, with breakdown of components (check against payslip!)
- Key contact details to query/raise concerns

Generic Work Schedule	
Training Programme:	Obstetrics and Gynaecology run-through training
Specialty placement:	Obstetrics and Gynaecology
Grade:	ST3
Length of placement:	12 months
Employing organisation:	St Elsewhere NHS Foundation Trust
Host organisation (if different from the above):	N/A
Site(s):	St Elsewhere District General
Educational Supervisor:	Dr G. Smith
Clinical Lead/Rota Co-Ordinator:	Dr C. Sultant
Name of Guardian:	Dr J. Khan
Contact details of Guardian:	g.angel@stelsewhere.uk , 01234 567890
Medical Workforce Department Contact Details:	medicalstaffing@stelsewhere.uk , 0987 654321

Working pattern:

Shift rota

Rota Template:

Week	Mon	Tue	Wed	Thu	Fri	Sat	Sun
1	0900-1800				0900-2200	0900-2200	0900-2200
2	0900-1800		0900-2200	0900-1800	0900-1800		
3	2100-1000	2100-1000	2100-1000	2100-1000			
4	0900-1800	0900-2200	0900-1800	0900-1800	0900-1800		
5	0900-2200	0900-1800	0900-1800	0900-1800			
6		0900-1800	0900-1800	0900-1800	2100-1000	2100-1000	2100-1000
7				0900-1800	0900-1800		
8	0900-1800	0900-1800	0900-1800	0900-2200	0900-1800		

Work schedule

Check:

- Does rota in schedule match real rota you are working?
- Highly unlikely payroll will know how to pay correctly if not!
- Does pay breakdown for rota in schedule match your payslip?
- Does schedule include your educationally useful activities?
- Personalise it! Add content, making it contractual
- Use work schedule reviews to fix the schedule if necessary



Exception reporting

Use wherever reality does not reflect the schedule or rota – regarding hours or training opportunities

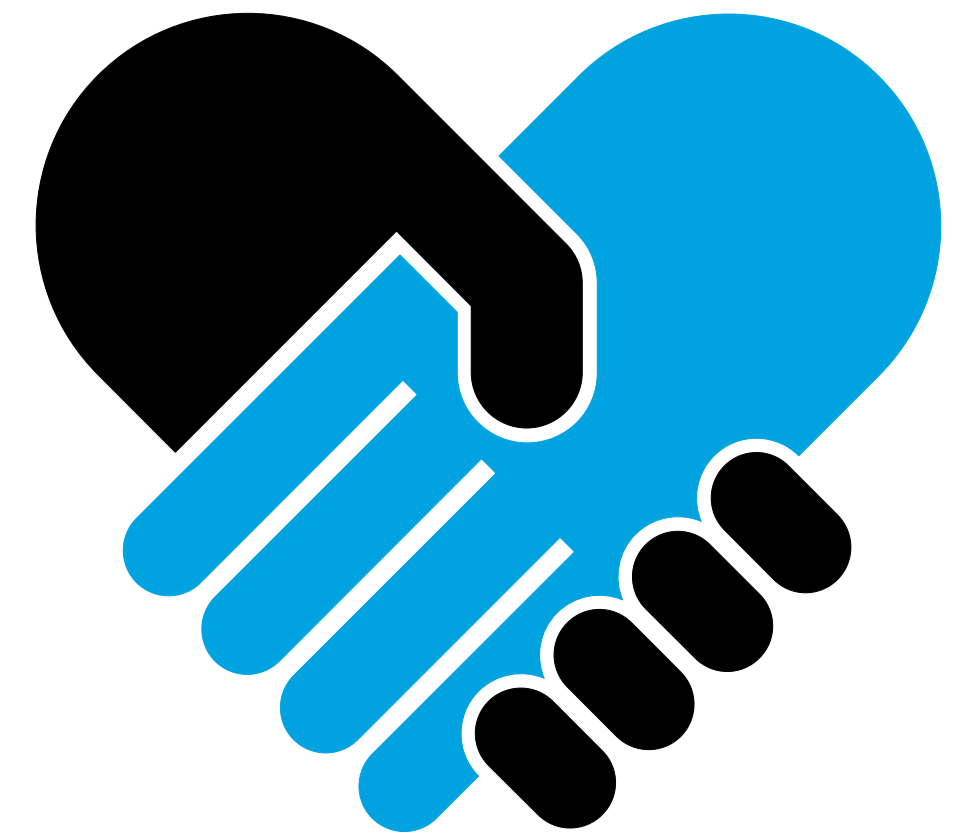
- Not a complaint, just highlighting a mismatch!
- Can be hugely helpful to trigger change, e.g. evidencing poor rota design or need for more staff on the rota
- You don't have to claim any payment if uncomfortable (though you are entitled to, for extra hours)
- Technically you are obliged to report wherever it applies...
- If you don't know how, ask!



Guardian of safe working

Provides independent scrutiny and accountability within the employer to ensure juniors work safely

- Has sight of all exception reporting data
- Is obliged to escalate systemic issues if the employer does not fix them... to the board, then externally if necessary
- Generally does not need to, can follow up to solve locally
- But they cannot act on what they do not know!



Schedule/rota timelines

Minimum notice before starting a post:

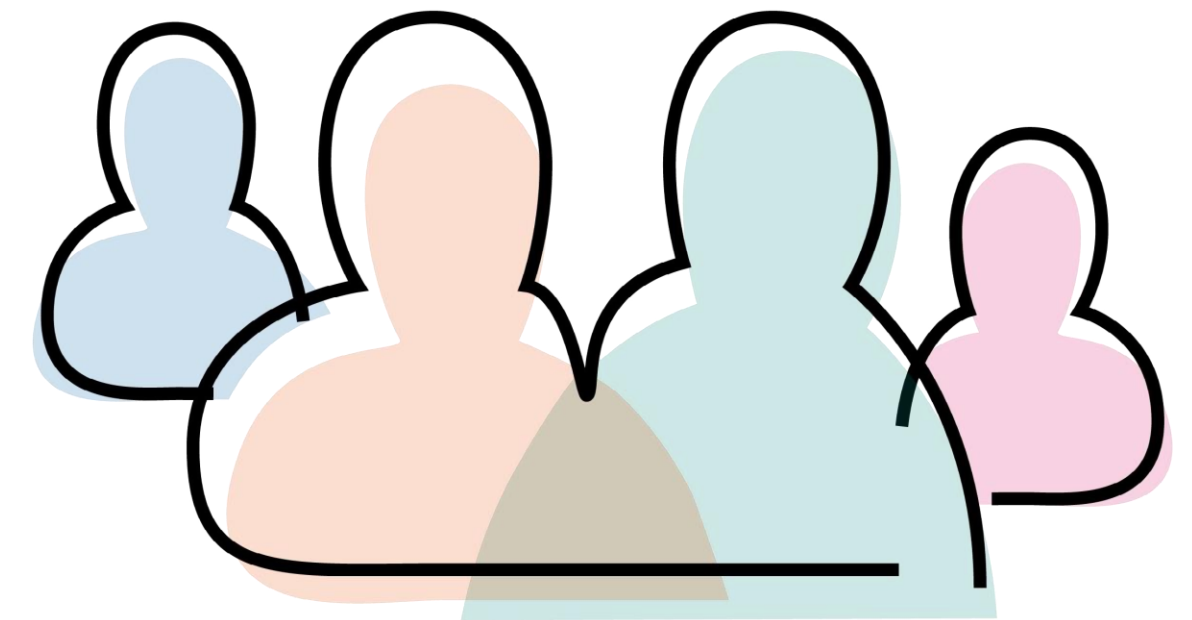
- **Generic work schedule including rota at 8 weeks**
- **Opportunity to request leave to inform lane allocation**
- **Personal duty roster at 6 weeks**
- **Then meet with educational supervisor to personalise schedule within 4 weeks after starting (in paid time!)**



Junior doctor forum

Opportunity to debate rota issues prior to escalation

- Open to all juniors as paid time within your rota
- Please come to these whenever you can (and you can exception report if you're not able to go!)
- We can discuss exception reported issues, plus anything people haven't reported officially but still wish to raise

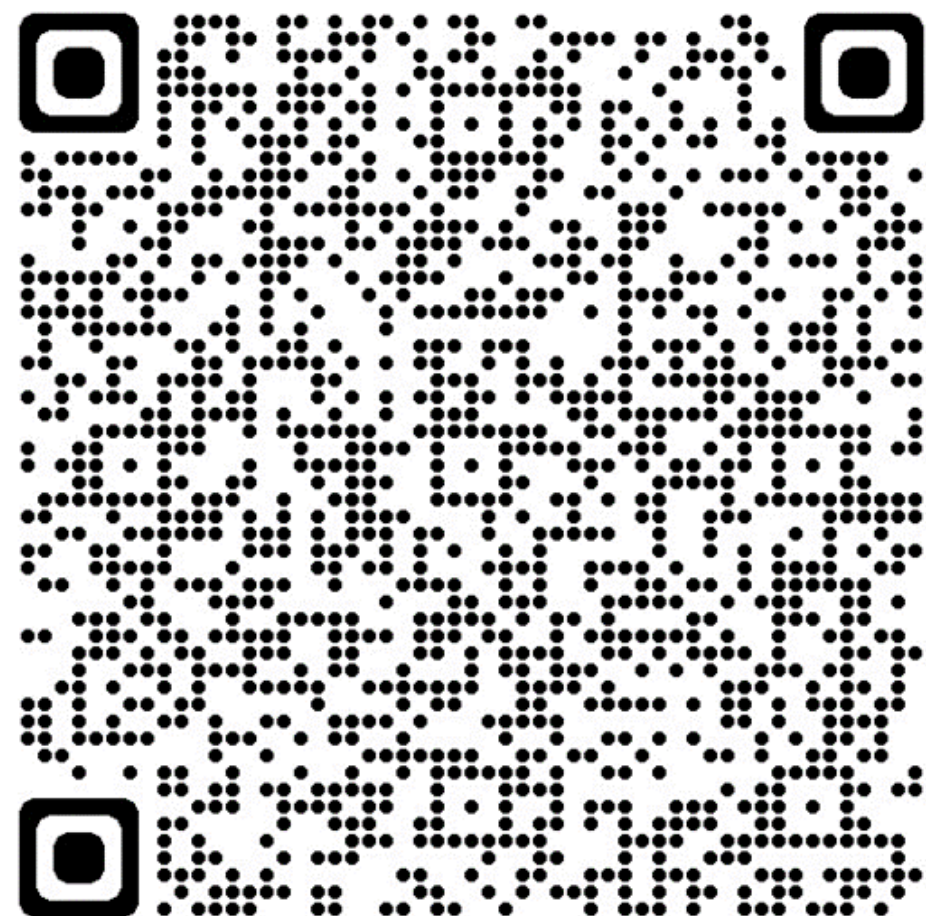


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