

Local Education Provider Simulation Lead: Roles and Responsibilities

Education and Training Roles

The Simulation Lead should:

- ensure that he/she has sufficient time in his/her job plan to fulfil the role before agreeing to take it on
- develop and maintain a detailed personal knowledge of simulation theory and methodology
- be a member of the LEP's Education Committee; he/she should attend meetings of this group whenever possible.
- liaise with his/her LEP's DME/Clinical Tutor, Non-Medical Clinical Tutor, College Tutors, Clinical Skills Lead, supervisors and learners to set priorities for simulation activity in his/her LEP
- set achievable objectives for simulation activity in his/her LEP
- lead the development and delivery of local simulation events either within the LEP or within an appropriate simulation hub (which will generally be based in a Medical School or other Higher Education Institute)
- promote participation of learners and trained staff from all professions in simulation activity
- identify and provide support to a faculty of simulation facilitators
- promote the use of simulation as a learning opportunity, highlighting its advantages, including the improvement of patient safety and experience
- promote simulation activity as a legitimate use of trainer time that should be recognised within job plans
- ensure relevant induction programmes include information on how to engage in simulation activity
- encourage learners to regularly visit the simulation section of the HEEoE website and other relevant national websites
- encourage and facilitate attendance of faculty and learners at local, regional and national simulation events
- assist, when requested, with the delivery of local, regional and national simulation events

Learner and Trainer Support

The Simulation Lead should:

- maintain and advertise a list of local, regional and national simulation activity which is available to learner's in his/her LEP
- ensure that all learners whose curricula require participation in specific simulation activity are provided with the appropriate opportunities to do so
- identify and provide specific advice and support to learners who are failing to engage in required simulation activity
- provide support to current simulation faculty
- ensure that potential simulation faculty have the opportunity to undergo appropriate training
- provide support to learners and/or faculty who wish to make presentations at local, regional and/or national simulation events

Support for HEEoE

The Simulation Lead should:

- act as the first point of contact for simulation activity between HEEoE and his/her LEP
- oversee bids for funding for simulation activity in his/her LEP
- provide information to HEEoE about simulation activity when requested
- attend meetings of the HEEoE Simulation Board when invited
- publicise details of local, regional and national simulation events including those organised by or on behalf of HEEoE and encourage learners to attend them
- disseminate other information from HEEoE to learners, e.g. about publications, educational events and other developments relevant to simulation
- ensure that feedback is sought from all delegates attending simulation activities organised and/or funded by or on behalf of HEEoE
- send this feedback to the HEEoE

General

The above list is not intended to be exhaustive. The simulation lead must use his/her judgement to identify and fulfil other relevant duties