

SCOTTISH FOUNDATION SCHOOL

Scotland - home of medical excellence



Welcome to a new year of training 2017

Hello and Welcome to the Scottish Foundation School Newsletter.

This will be published three times a year and each edition will focus on the essential issues about your Foundation training at key stages. We will also provide details of 'who's who' in the regions with contact details.

Each edition will highlight training opportunities available to you in Foundation. In this first edition you will read about the Immersive Simulation opportunities, Academic training and also information on the pilot project (East Region) on resilience training and support—Thriving in Medicine (Time) Course.

In this first edition we would like to congratulate all new FY1 doctors and warmly welcome you to the Scottish Foundation School and wish you well in the start of what we hope will be a satisfying and rewarding career in medical practice.

We are very aware that these first few months are filled with excitement and achievement however we also understand that these feelings are also mixed with concerns and maybe even anxieties and trepidation about your new working life.

For those in FY1 we have provided some hints and tips for success in achieving your competencies and navigating your way around the portfolio.

For those who are starting into FY2 you will find some focus on the next stages to developing your career. As you will be aware time matters and we don't want you to miss out on key dates for applications for future training. There are also significant and exciting educational opportunities in FY2 and timing is important for you to strengthen your specialty application.

Useful Links

Scotland Deanery website:

<http://www.scotlanddeanery.nhs.scot/>

TURAS Platform—e-Portfolio:

<https://turasdashboard.nes.nhs.scot/>

Scottish Medical Training website:

<http://www.scotmt.scot.nhs.uk/>

The Foundation Programme (UKFPO) website:

<http://www.foundationprogramme.nhs.uk/pages/home>

Key Dates

Prescribing Safety Assessment (PSA) - Tuesday 10th October 2017
Information will be forwarded nearer to the exam, to those that it is applicable to.



KEY CONTACTS

www.scotlanddeanery.nhs.scot

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We are here to help. Please contact us.

Hints and tips for success

You are in a new job, new ward with new colleagues. This might be a different hospital or town for you or even a different country. We expect this will be an exciting and anxious time for you. You will receive induction from your employer and educational induction from your supervisors on what your posts will entail and how your rotas will work.

You will also receive information from the Foundation School on how to complete your portfolio and how to 'pass' your first post.

Key contacts for August

Clinical Supervisor (CS) - This is normally one of your consultants who is based in the unit or department. Their name will be noted on your e-portfolio. You should aim to contact them in the first week of your post if they do not contact you first. Any concerns about your rota, leave, clinical responsibilities should be made directly to your CS.

Educational Supervisor (ES) - Again this is likely to be a consultant based on the unit or ward in which you are working. In most posts the clinical and educational supervisor will be the same person. Your ES will ensure that the post offers the required educational opportunities to allow you to complete the educational aspect of the post. It is your responsibility to ensure that you maximise the educational responsibilities.

Foundation Programme Director (FPD) - Your FPD may be based in a different hospital and will not necessarily be based in any of your posts. Your FPD will provide overall supervision of your educational progress throughout your two year programme. They will provide you with pastoral support and ensure that you meet the curriculum requirements to complete Foundation. They will also assess the quality of the work you submit as evidence of learning throughout your posts. They may ask to meet you at key times in your training and will assess your evidence that you submit for [Annual Review of Competency and Progression](#) (ARCP). You should meet your FPD in August and keep in touch with them over the 2 years. They are a valuable support for you.

Foundation Administration Team - In each region there is an administration team who will inform you of teaching times and dates, review the numbers of pieces of evidence you submit and will liaise with you about important Foundation issues. You **MUST READ** the emails they send you and not delete without reading. They contain information that is core to you achieving a successful outcome at Annual Review of Competency and Progression (ARCP).

Portfolio requirements - If anything is not clear please [ASK for advice](#).

Before you can upload any information you must complete the declarations in your e-Portfolio

Full requirements for FY1 can be found [here](#)

Clinical and Educational Supervisors Induction meeting - ideally in the 1st week

Set the objectives for post 1

TABs - Team Assessment of Behaviours - you will need a minimum of 10 responses so send out at least 12 tickets.

Details of the mix are on e-Portfolio. Remember to ask your ES for a TAB. **This is mandatory.**

SLE - Supervised Learning Event - you must complete a MINIMUM of 1 per post. Only completing one per post will not enable you to evidence your curriculum. Do as many as you feel able.

Curriculum mapping

YOU should be starting to reflect on your teaching and SLEs. At this early stage please start linking evidence to your curriculum. You will regret leaving this until later in the year when you cannot remember what you learned from the early posts!

Clinical Supervisors End of Placement report - arrange a time to meet with your supervisor before the end of the post for sign off. Remember supervisors have a busy clinical job and may not be able to meet at short notice. So plan well in advance. They are also entitled to holidays! So may be on leave. Your CS will discuss your progress and how the team have felt you performed in the unit/ ward. You may be

told where you need to improve in certain aspects. DO NOT WORRY about this. Focus on these for your PDP for next post. We expect that all doctors will have areas where they could improve.

Educational Supervisors End of Placement report - arrange as with ES. It is likely that your CS and ES is the same individual. The ES report will focus on your educational achievements, portfolio completion, teaching attendance and reflections. Again you might be asked to focus on certain outcomes in subsequent posts.

Teaching sessions

Each region offers a different arrangement for Foundation teaching attendance. It is your responsibility to attend and record you attendance. You will be asked to provide evidence of attending **70% of the teaching offered**. You are not expected to attend after nights however we would expect the wards to release you even if you are 'on a receiving/take day'. Local arrangements vary - check how your hospital and unit arranges cover. If you are not able to attend on a regular basis you must contact your ES and ask to be able to attend teaching.

Learning In Foundation Training (LIFT) modules

These are available through the e-portfolio and can be linked once completed. They map to the Foundation competencies and outcomes.

Immediate Life Support Course ILS

Mandatory for FY1 completion and is to be passed before the ARCP.

FOUNDATION YEAR 2

Hints and tips for success



Well done getting through FY1!

You are now on the GMC register with full GMC registration.
You still need to focus on your e-portfolio and learning as you did in FY1.

Key times for FY2

SPECIALTY RECRUITMENT

Recruitment application window opens approximately November/December. Please see [Scottish Medical Training](#) website for a final Recruitment Timetable. Most core/specialty recruitment starts late December and into January/February. In addition to core and specialty training programmes, the Scotland Deanery is recruiting to a new programme, Broad Based Training (BBT). You will need to ensure that you are prepared for shortlisting and interview. You should be starting to prepare your e-portfolio and application from August onwards.

Posts and programmes are advertised on [Oriel](#).

RESOURCES

- ◆ College Websites-excellent resource
- ◆ Consultants in the ward specialties - TPDs, College Tutors are valuable
- ◆ Trainees in your chosen specialty - often an excellent source of advice. They can provide you interview tips and also an insight into what the post involves.
- ◆ Foundation program Directors - your FPD will help advise you and may have specialty advice however if they do not have the knowledge of your chosen specialty they can direct you to the right person.

TASTERS

Information about Tasters can be found [here](#)

Tasters are an excellent way of demonstrating commitment to your specialty. Also they will give you much to talk about at interview.

COURSES FOR FY2

Immersive Simulation - you should be allocated either a "ward sim" or a "clinic sim". These are not 'assessed' however you will receive constructive feedback and are an excellent opportunity to map to your foundation curriculum outcomes. Trainee feedback has been excellent. Attendance at these contribute to 70% attendance requirement.

Advanced Life Support ALS
Mandatory for FY2 completion

Requirements - Full requirements for FY2 can be found [here](#)

TABs - Team Assessment of Behaviours- you will need a minimum of 10 responses so send out at least 12 tickets from a suitable variety of assessors including at least 2 consultants or equivalent for each TAB.

SLE - Supervised Learning Event - you must complete a MINIMUM of 1 per post, it is expected that the range of SLE's will be covered - i.e. you must have at least one Cbd, one DOPS and one Mini-Cex in the year. There is no maximum to the number of SLEs you can complete.

Details of the mix are on e-Portfolio. Developing the Clinical Teacher is a mandatory SLE and **one** must be completed in the year.

End of Placements Reviews - End of Placement Review forms from both the Clinical and Educational Supervisor. If your Educational & Clinical Supervisor is the same person, then one Combined report is acceptable.

Trainee Feedback - Provide feedback on your posts through the GMC National Trainee Survey (NTS) and the Scottish Trainee Survey (STS) - record this under "Achievements" using the completion code or other relevant information.

Teaching - Engagement in learning through 70% attendance at the delivered educational programme.

TRAINING OPPORTUNITIES

Training opportunities can be found on the Scotland Deanery website or by clicking the link below :



[TRAINING COURSES](#)



Disclaimer: Allowing an event, conference or course to be advertised on our website does not imply endorsement by the Foundation

Thriving in Medicine course (TiMe)

In response to feedback the Scotland Deanery are piloting resilience training and support. The pilot will take place in the East Region. This is an exciting new course facilitated by experienced trainers from all over Scotland and aims to support junior doctors to thrive and develop positively in the NHS. This course is for FY1 and will be delivered in 3 sessions. Attendance at the course will count towards your minimum teaching hours and is mapped to the Foundation curriculum therefore can be linked as evidence for teaching time and e-portfolio evidence. Each session runs over lunch and has a capacity of only 16. Ideally we would encourage you book all three sessions as they are not stand alone however we can accept bookings for parts of the course. These dates are likely to be booked up quickly so book now to reserve your place. To book contact Natalie.bain@nes.scot.nhs.uk



TiMe: Thriving in Medicine



A three-module course designed to give FY1s an insight into the emotional demands of working within medicine, and provide a personal toolkit to respond positively to challenges. Attendance at all 3 modules is recommended.

Module 1 - Friday 15th September

Module 2 - Friday 3rd November

Module 3 - Friday 15th December

All 12:30 to 2pm
NES East Region Office
Lunch will be provided

To register a free place or for more information email:
Natalie.Bain@nes.scot.nhs.uk

This educational course is mapped to the Foundation Curriculum and can be included as part of attendance requirements at the Foundation delivered educational programme

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Final Thoughts.....

August - December

Busy months for all.

For FY1s the challenge of getting to grips with a new job and career coupled with evidencing their curriculum. Remember that you cannot neglect your portfolio and assessments must be achieved as described for FY1.

For FY2 - the challenge is to think about what you would want to do next, apply for posts and prepare for interview.

For all of you we are here to help and advise you. You have a whole host of staff ready and willing to help you and support you. Your Foundation Administration team are here to remind you of your educational requirements, your Foundation Programme Director (FPD) will help support you and guide you through these months.

Please enjoy these months ahead

Article
Suggestions

Ideas

Please email any

COMMENTS

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What do you
want to see in
future editions?