

Notes of the ACIEM STB Meeting held at 11:30 on Thursday 18th February 2022 via Teams

Present: Neill O'Donnell, Chair (NO'D), Fiona Ewing (FE), Paul Gamble (PG), Adam Hill (AH), Stephen Friar (SF), Kathleen Forsyth (KF), Anoop Kumar (AK), Yazan Massanat (YM), Alistair McDiarmid (AMcD), Jonathan McGhie (JMcG), Jen McKenzie (JMCK), Ciernan McKernan (CMcK), Joy Miller (JM), Hugh Neill (NH), Gary Rodgers (GR), Malcolm Smith (MS), Mark Steven (MS), Lailah Peel (LP), Cameron Weir (CW) & Graeme Wilson (GW)

Apologies: Monica Beatty (MB), Kirsten Brown (KB), Russell Duncan (RD), Judith Joss (JJ), Andrew Logue (AL), Graeme McAlpine (GMcA), Catriona MacNeill (CMcN), Radha Sundaram (RS) & Andrew Paterson (AP)

In attendance: Rachel Brand-Smith (RBS)

Item No	Item	Comment	Action
1.	Welcome & Apologies	<p>The Chair welcomed the members to the meeting and apologies were noted.</p> <p>The chair welcomed the following new members:</p> <ul style="list-style-type: none"> • Fiona Ewing (APGD, Quality) • Yazan Massanat (APGD, Quality) 	
2.	Minutes of meeting held on 10/12/2021	<p>The following corrections were requested:</p> <ul style="list-style-type: none"> • Item 6.1.1 – Quality – ‘Enhanced monitoring continues in Monklands’ to be changed to ‘Emergency Medicine at Monklands continues to be monitored by the Deanery Quality Management Team’. • Item 6.3.3 – RCEM – ‘Results not expected until 2023 but poor performance is raising questions’ to be changed to ‘Results not expected until 2023.’ 	RBS to amend the minutes of 10/12/2021
3.	Action Points from meeting 10/12/2021		

3.1	FICM ICM Survey	<ul style="list-style-type: none"> • NO'D noted that MB was not present to give results of FICM Survey. NO'D requested that this item be added to next meeting agenda. 	RBS to add FICM discussion item to next agenda
3.2	Simulation Strategy	<ul style="list-style-type: none"> • CMcK stated there was no additional information available at present. 	
4.	Matters Not Arising Elsewhere	<ul style="list-style-type: none"> • Covid update 	
4.1	ICU Issues in Tayside	<p>Various issues were discussed relating to ICU issues in Tayside including:</p> <ul style="list-style-type: none"> • Clinical Fellows to ICU: CW stated that several Clinical Fellow have been recruited to ICU. CW reported that this has decreased service burden on anaesthetic trainees. • Fill Rate: CW stated that the NHS Tayside fill rate was 75%. CW stated that he had requested Clinical Fellow posts be re-advertised in an attempt to raise the fill rate. CW stated that this issue may be resolved by August. 	
5.	Deanery Issues		
5.1.1	Quality	<p>FE gave a summary of recent quality visits including:</p> <ul style="list-style-type: none"> • Emergency Medicine, Monklands Hospital: FE confirmed that this visit had been completed and the report had been sent to the DME for approval. FE confirmed that the main issue relates to training numbers. FE stated that this department uses a senior rota with only four trainees (one of which is LTFT) resulting in onerous night shift rotas. FE confirmed that this has resulted in trainees missing daytime training. FE stated that further discussions will be held with the DME. • Emergency Medicine, Royal Alexandria Hospital, Paisley: FE confirmed that there was a Quality Management Engagement Meeting with Trainers. FE confirmed that this was in lieu of a full Quality visit which could not be scheduled due to service pressures. FE stated that various issues have been identified by the department and the Quality Group will issue a questionnaire for trainee feedback. 	

		<ul style="list-style-type: none"> • Emergency Medicine, Aberdeen Royal Infirmary: FE confirmed that a visit is scheduled for March. • Scottish Training Survey RAG data: FE confirmed that Quality team has received all available RAG data. FE stated that this will be reviewed and any issues arising from this will trigger a TPD query. 	
5.1.2	MDET	This item was not discussed.	
5.1.3	Professional Development	<ul style="list-style-type: none"> • This item was not discussed. 	
5.1.4	Equity & Diversity	<p>Various issues were discussed related to Equality and Diversity including:</p> <ul style="list-style-type: none"> • Heat Maps: AH confirmed that the data team is developing heat maps related to Equity and Diversity. AH stated these will be used to identify areas that have issues related to equality and diversity. • STB Equality & Diversity Questionnaire: NO'D confirmed that he had received a questionnaire from Charu Chopra (APGD E&D) relating to diversity within the ACIEM STB. NO'D thanked the members who had contributed to this. 	
5.2	Training Management – Recruitment, ARCPs, Rotations		
5.2.1	Recruitment	<p>Various issues were discussed relating to Training management including:</p> <ul style="list-style-type: none"> • Anaesthetics Interviews: JMck confirmed that the Anaesthetics interview panels were ready. JMck confirmed that then interview dates would be 03/03/2022, 04/03/2022, 07/03/2022 and 08/03/2022. 	

		<ul style="list-style-type: none">• Other Specialties: JMck confirmed that Training Management would be sending details of post details to the other UK recruiters. <p>Various issues were discussed relating to the Core Programme and RAG group including:</p> <ul style="list-style-type: none">• Core Interviews 2022: JMCG stated that Core interviews were scheduled for early March. JMCG stated that over 2300 applications had been received and 1240 were short listed for 535 posts.• Core Application Query: JMCG stated that one query had been received related to a failed application from Monklands Hospital. JMCG stated that the RAG group will contact the department regarding this.• Core/ST Interviews 2023: JMCG stated that interviews for next year may be face-to-face station or online multi-station interviews.• Diversity within Core Interview Panels: JMCG stated that there had been some feedback related to diversity of Core interviewers. JMCG stated that this has been reported back to the group. <p>Various issues were discussed related to CT Top posts including:</p> <ul style="list-style-type: none">• Present Situation regarding CT Top-Up posts: HN asked about top-up posts for CT3 trainees. HN stated that there was a number of CT3 trainees who are in top-up posts and are now eligible to apply for ST4 posts in August 2022. HN stated however that there will not be a recruitment round in 2022. In addition to this, it has not been confirmed whether there will be a recruitment round in February 2023.• Questions related to CT Top Up Posts: HN asked whether it was possible to quantify the number of Trainees in CT Top-Up posts in 2022 and whether there is any specific Workforce planning to retain these trainees within Scotland.	
--	--	--	--

		<ul style="list-style-type: none">• ST4 February 2023 Recruitment Round: NO'D stated that it is intended to run a ST4 February 2023 recruitment round however this depends on the number of posts made available from the ICM August 2022 recruitment round. NO'D confirmed that no trainees would exit Core and ACCES in August 2022. It is therefore envisaged that anaesthetic trainees appointed to Dual ICM training will hold an anaesthetic NTN. NO'D stated that ICM now takes on the funding of all dual trainees and it is expected that trainees will therefore demit their Anaesthetic NTN number which will allow the Anaesthetics programme to appoint candidates to posts for a February 2023 intake.• ST Recruitment August 2022: NO'D stated that there will be no ST Recruitment in 2022 as no CT2 and ACCES trainees will demit posts in August 2022. These trainees will instead move into the new CT3 year. NO'D noted that there will be more trainees in year 3 of training in 2022 than normally would be the case.• CT3 Top-Up Posts 2021-2022: NO'D confirmed that any trainee currently in a CT3 top up post will have to find a post for August 2022. NO'D observed that this was similar to those who failed to find a ST3 post prior to the new curriculum who would that have to find a post and re-apply to ST training.• Survey of CT & ASSEC Trainees in 2021: NO'D confirmed that he had surveyed all trainees exiting CT and ACCES posts on their planned career pathways. NO'D stated that there were 65 trainees of which eight confirmed that they would not be progressing to a ST3 training post or a post which would allow achievement of CT3 competencies. NO'D confirmed that further Scottish Government funding had provided an additional twelve CT3 top-up posts for 2022. Based on this all trainees should have the opportunity to apply for ST4 training for Aug 2023.• Confirmation of ST4 February 2023 Recruitment: JMck stated that February 2023 ST4 Recruitment would have to be confirmed with the UK recruiter by the end of June due to Scotland's separate application process.• NES Response: AH confirmed that he had replied to both Simon Edgar and Scottish Government regarding HNs query about CT Top-Up posts.	
--	--	---	--

		<ul style="list-style-type: none"> • Stage 2 Capabilities: MS observed that Stage 2 capabilities were recognised by the Royal College in LAT posts. • Funding for dual posts: AK stated that he had two trainees in LAT posts which had been created by two trainees undertaking dual training. AK asked whether the funding would continue for these posts. NO'D stated that these LAT posts can be offered to trainees who require CT top up training. • Non-CT Equivalence Trainees: GW asked what these trainees would do when their posts came to an end. NO'D confirmed that these trainees would apply for CT3 post in August 2022. 	
5.2.2	ICM	<ul style="list-style-type: none"> • SF confirmed that the Self-Assessment Verification Process had been completed and that invitations to interviews will be sent out on 28/02/2022. SF confirmed that interviews would take place week beginning 16/03/2022. SF confirmed that interviews will be an online 30-minute assessment with an emphasis on task prioritisation as opposed to assessments based on portfolios. 	
5.2.3	EM	<ul style="list-style-type: none"> • CMcK confirmed that there had been 840 applicants with resulted in a four-to-one fill rate. CMcK confirmed that ST4 interviews will be online in the third week in March. 	
5.2.4	ACCS	<ul style="list-style-type: none"> • ACCS details were covered in Anaesthesia and EM discussions. 	
6.	College Reports		
6.1	RCoA	<p>JMcG gave the members an update on the following:</p> <ul style="list-style-type: none"> • Governance Issues: JMcG stated that there were ongoing issues over the governance of Anaesthetics Associates. JMcG stated that the issues were being discussed between the college, NES and University of Aberdeen. 	

		<ul style="list-style-type: none"> • College Exams: JMcG stated that all college examination will be face-to-face after March 2022. 	
6.2	FICM	<p>Various issues were discussed relating to FICM including:</p> <ul style="list-style-type: none"> • Exam Statement: SF stated that there has been no change over the October pass mark after discussion with GMC. • Face-to-Face Exams: SF confirmed that all college examinations will now be face-to-face. In addition to this, there will no limit on candidate numbers. • Exam Process: SF confirmed that the college will use external reviewers as part as an external review run by the Royal College of Anaesthetist. • Protected Learning Time: HN raised the issue of protected learning time for anaesthetist trainees in dual posts. HN asked whether FICM had a specific policy on protected learning time. AH stated that protected time should automatically be embedded in trainees training timetable regardless of the trainee’s college policy. GR stated that he raised this issue with the Faculty asking for FICM to issue guidance in this area however FICM declined to do this. GR stated however protected time is required in the Gold Guide. AH stated that this should not be confused with SPA time. 	
6.3	RCoEM	<p>CMcK updated the members on the following:</p> <ul style="list-style-type: none"> • EDT: CMcK stated that EDT and requirements for different stages of training has been provided by college however there was some misunderstanding between trainees and departments about what this time is for. • College Exams: CMcK stated that face-to-face exams had been resumed. CMcK stated that there had been some issues related to the membership exam. CMcK stated that the college is addressing this issue such as sourcing additional staff to facilitate exams. 	

		<ul style="list-style-type: none"> • CPD Conference: CMcK stated that this will take place on 04/04/2022 in Bournemouth and will be face-to-face. 	
7.	Specialty and STC Reports (Workforce)		
7.1	Anaesthesia	<p>NO'D gave the members an update on the following:</p> <ul style="list-style-type: none"> • Additional Funded Posts 2022: NO'D confirmed that an additional fifteen posts had approved by the Scottish Government for 2022. • Top Up Posts 2022: NO'D confirmed that twelve ST3 top-up posts had been approved for by the Scottish Government for 2022 if required. 	
7.2	ICM	<p>NO'D gave the members an update on the following:</p> <ul style="list-style-type: none"> • ICM Training Posts: NO'D confirmed that eighteen ICM posts (two from CCT and 16 from new posts) had been created by the Scottish Government. • ICM Posts 2023: SF stated that specific ICM workplace planning for 2023. SF confirmed that the agreed establishment target number was 84 of which 71 posts have been funded. SF stated that planning is required to take in to account an uplift of 33 beds. SF stated that the Workforce report is due to be completed and will confirmed a short fall in ICM consultants. 	
7.3	Emergency Medicine	<ul style="list-style-type: none"> • NO'D confirmed that Andrew Paterson would be contacting AH about a bid for additional Emergency Medicine posts for August 2023. AH confirmed that work was progressing of assessing required numbers. 	
7.4	ACCS	<ul style="list-style-type: none"> • See Item 5.2.2 	
8.	SAS Report	<p>GW gave the members the following update:</p>	

		<ul style="list-style-type: none"> • Training Need Analysis: GW confirmed that a Training Needs Analysis had been conducted across Scotland and results will be available in the next few weeks. GW stated that this survey will look at CSER pathways, SPA and CPD. • ACIEM SAS Grades: GW stated that a survey had been sent out to SAS trainees relating to areas such as access to training opportunities, e-learning, Deanery training. GW stated results and some forward planning suggestions will be available soon. • Curriculum Changes: GW stated that the SAS programme will be aligned more accurately with the RoC and FICM curriculum. 	
9.	Academic Report	<ul style="list-style-type: none"> • An academic report was not available. 	
10.	Trainee Report	<p>GR gave the members the following update:</p> <ul style="list-style-type: none"> • Trainees & Recruitment: GR thanked NO'D, JMcG, MB and AH regarding trainees and recruitment numbers. • Face-to-Face Exams: GR stated that most colleges will be returning to face-to-face exams in April. GR stated that trainees were surprised that these would be resumed so quickly. GR stated that he had raised this issue with FICM. • Study Budget Issues: GR stated that he had raised the issue of the study leave budget which has been capped at £500.00. LP stated that trainees were frustrated that they were unable to role-over the study budget and would discuss this with NES. • Trainee access to Facilities: GR stated that there were issues related to trainee facilities and highlighted the fact that Scotland lagged behind other Deaneries. • Safe Rota Change Overs: LP raised the issue of Rota Safety. LP stated that trainees were reporting issues such as completing night-shifts and then having to complete Inductions. JM confirmed that there were issues related to rotas and requested trainees raise issues about rotas and alert rota staff ahead of time when shifts change. 	

11.	Lay Member Report	<ul style="list-style-type: none"> This was not discussed 	
12.	AOB		
12.1	ARCP – Covid Derogations	<ul style="list-style-type: none"> AK asked about Covid derogations and ARCPs. AH confirmed that the Covid derogations were still active. 	
12.2	ICM Management Changes	<p>SF confirmed the following:</p> <ul style="list-style-type: none"> Changes to ICM Team: SF confirmed that following changes to the RA team including: <ul style="list-style-type: none"> Radha Sundaram will replace MB as Lead RA Neil Young will become new RA in South-East and a new TPD will be interviewed for this area Dr Monica Beatty: SF confirmed that Monica Beatty will be stepping down and SF thanked her for her work contributing to the RA group work 	
13.	Date of Next meeting	<p>Date of next meeting:</p> <ul style="list-style-type: none"> 13/05/2022 (11:30 – 13:30) via TEAMS 16/09/2022 (11:30 – 13:30) via TEAMS 	