

TRUST COMMISSIONING VISITS ('ACTION PLANNING MEETINGS') 2007

CEREDIGION AND MID WALES NHS TRUST SUMMARY REPORT

Date of Trust Commissioning Visit: 17th September 2007

Areas of Noteworthy or Innovative Practice in the Trust for Commendation

Domain 2. Quality Assurance, Review and Evaluation

Postgraduate training must be quality controlled locally by deaneries, working with others as appropriate, but within an overall delivery system for postgraduate medical education for which Deans are responsible.

Mandatory Standards	Areas of Noteworthy or Innovative Practice
2.1 Programmes, posts, associated management, and data collection concerning trainees and local faculty must comply with the European Working Time Directive, Data Protection Act and Freedom of Information Act.	First acute Trust in Wales to achieve compliance with the EWTD 2009 target of an average weekly working time of 48 hours following the introduction of the full Hospital at Night model in August 2007 and the introduction of a full shift rota for the staff grades.

Domain 5. Delivery of Curriculum including Assessment

The requirements set out in the curriculum must be delivered.

Mandatory Standards	Areas of Noteworthy or Innovative Practice
Education and Training 5.1 Sufficient practical experience must be available within the programme to support acquisition of competence as set out in the curriculum.	Links between Bronglais General Hospital and larger hospitals within the region and the development of clinical networks with neighbouring Trusts ensure that a wide demographic range is offered via trainee attachments to differing communities and liaison opportunities with other hospitals. Networking has also been developed via telemedicine and the Trust is already considering integrated training provision opportunities across the Three Counties following potential Trust reconfiguration.

Domain 6. Support and Development of Trainees, Trainers and Local Faculty

Trainees must be supported to acquire the necessary skills and experience through induction, effective educational supervision, an appropriate workload and time to learn.

Mandatory Standards	Areas of Noteworthy or Innovative Practice
Training	
6.17 Trainees must have the opportunity to learn with other healthcare professionals.	Foundation training programme planned and co-ordinated such that health professionals from within and outside the Trust are involved in the delivery of teaching the curriculum.

Domain 8. Educational Resources and Capacity

The educational facilities, infrastructure and leadership must be adequate to deliver the curriculum.

Mandatory Standards	Areas of Noteworthy or Innovative Practice
8.2 There must be access to educational facilities (including a library), and resources (including access to the Internet in all workplaces) of a standard to enable trainees to achieve the outcomes of the programme as specified in the curriculum.	Inputting to the joint catalogue of the Voyager library management system which will see the completion of the inclusion of all Wales NHS libraries on to the system.

Actions to be Taken by the Trust in relation to Areas of Concern or Development Need

Domain 1. Patient Safety

The duties, working hours and supervision of trainees must be consistent with the delivery of high quality safe patient care.

Mandatory Standards	Actions to be Taken	Deadlines for Completion/Follow-Up
1.3 Those supervising the clinical care provided by trainees must be clearly identified, competent to do so, accessible and approachable by day and by night, with time for these responsibilities clearly identified within their job plan.	The Trust should strengthen its work around the Educational Supervisor contract, with particular reference to the inclusion of SPAs for education and training at Directorate level. The Deanery will support innovative working on the part of the Trust in this area.	Provision of an update on progress (for example, consideration of a departmental approach to SPA allocation) to the Deanery within three months of the Action Planning Meeting (17 th December 2007)

Domain 2. Quality Assurance, Review and Evaluation

Postgraduate training must be quality controlled locally by deaneries, working with others as appropriate, but within an overall delivery system for postgraduate medical education for which Deans are responsible.

Mandatory Standards	Actions to be Taken	Deadlines for Completion/Follow-Up
2.2 Programmes, posts, associated management, and data collection concerning trainees and local faculty must comply with the European Working Time Directive, Data Protection Act and Freedom of Information Act.	The Trust is due to undertake its standard monitoring exercise, by which it monitors compliance with the average weekly working time requirements of the European Working Time Directive, in November 2007. The Trust should provide a copy of the report of the findings of the monitoring exercise.	Provision of a copy of the report to the Deanery within one month of the completion of the ETWD compliance monitoring exercise

Domain 3. Equality, Diversity and Opportunity

Postgraduate training must be fair and based on principles of equality.

Mandatory Standards	Actions to be Taken	Deadlines for Completion/Follow-Up
3.1 At all stages training programmes must comply with employment law, the Disability Discrimination Act, Race Relations (Amendment) Act, Sex Discrimination Act, Equal Pay	The Trust should provide a copy of any relevant policies in respect of training programmes in relation to equal opportunity and employment legislation.	Provision of copies of any relevant policies within three weeks of the Action Planning Meeting (8 th October 2007)

<p>Acts, the Human Rights Act, and other equal opportunity legislation that may be enacted in the future, and be working towards best practice. This will include compliance with any public duties to promote equality.</p>		
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Domain 5. Delivery of Curriculum including Assessment

The requirements set out in the curriculum must be delivered.

Mandatory Standards	Actions to be Taken	Deadlines for Completion/Follow-Up
Education and Training		
<p>5.2 Sufficient practical experience must be available within the programme to support acquisition of competence as set out in the curriculum.</p>	<p>The Trust should explore more innovative ways of providing educational attachments for training grade staff, in order to ensure that all trainees have exposure to an appropriate case mix and volume of patients to ensure adequate training opportunities to support the acquisition of competence as set out in the curriculum. This may include placing trainees off-site to ensure adequate clinic attendance and clinical exposure.</p> <p>The Trust should also begin to explore opportunities for the development of integrated training provision across Pembrokeshire and Derwen, Ceredigion and Mid Wales, and Carmarthenshire that could be presented by Trust reconfiguration and merger.</p>	<p>Provision of an update on progress (for example, outcomes of discussions with neighbouring Trusts and discussions with Dr Chris Roseblade regarding short placements at Trust for O&G ST3+ grades) to the Deanery within five months of the Action Planning Meeting (17th February 2008)</p>

Domain 6. Support and Development of Trainees, Trainers and Local Faculty

Trainees must be supported to acquire the necessary skills and experience through induction, effective educational supervision, an appropriate workload and time to learn.

Mandatory Standards	Actions to be Taken	Deadlines for Completion/Follow-Up
Standards for Trainers		
<p>6.23 Educational Supervisors in hospital and community Divisions must have been trained and selected for the role. Resources and time must be available for this task to be carried out, and included in their job and personal development plans.</p>	<p>The Trust should maintain comprehensive records of Educational Supervisors' attendance at educational meetings and events and monitor uptake of courses with a view to considering ways of improving attendance rates at relevant training courses by Educational Supervisors and exploring more innovative means of training provision and delivery (including e-learning where appropriate).</p>	<p>Provision of an update on progress (including details of training undertaken by each Educational Supervisor for updating of the Deanery's Educational Supervisor Intrepid database) to the Deanery within three months of the Action Planning Meeting (17th December 2007)</p>

Domain 7. Management of Education and Training

Education and training must be planned and maintained through transparent processes which show who is responsible at each stage.

Mandatory Standards	Actions to be Taken	Deadlines for Completion/Follow-Up
7.1 Training programmes must be supported by a management plan with a schedule of responsibilities and defined processes to ensure the maintenance of PMETB standards in the arrangement and content of training programmes.	The Trust should consider ways of strengthening education and service reciprocity and incorporating any methods adopted into operational planning mechanisms, giving due consideration to the utilisation of the PMETB standards.	Provision of an update on progress (including copy of updated management plan and evidence of standards mapping) to the Deanery within three months of the Action Planning Meeting (17th December 2007)
7.4 It is highly desirable that all employing organisations, providing postgraduate medical and education and training, have an executive or non-executive director at Board level responsible for supporting training programmes, Division out responsibilities and accountabilities for training and for producing processes to address underperformance in medical training.	<p>The Trust should, as a priority, appoint a lead to bring educational issues to the attention of the Trust Board and provide an infrastructure for the Postgraduate Board to report to. Consideration of education as integral in determining the strategic direction of the Trust and service is crucial.</p> <p>The Trust should also consider means by which it can ensure appropriate engagement with those individuals responsible for implementation of any strategic developments at a local level – including the PGO, as they can provide valuable input when considering service direction.</p>	Provision of an update on progress (including attendance of Educational Lead at Trust Board level) to the Deanery within three months of the Action Planning Meeting (17th December 2007)

Domain 8. Educational Resources and Capacity

The educational facilities, infrastructure and leadership must be adequate to deliver the curriculum.

Mandatory Standards	Actions to be Taken	Deadlines for Completion/Follow-Up
8.2 There must be access to educational facilities (including a library), and resources (including access to the Internet in all workplaces) of a standard to enable trainees to achieve the outcomes of the programme as specified in the curriculum.	The Trust should explore methods of raising awareness of the resources and services available to training grade staff through the library and IT department. These may include, but are not limited to, developing the contribution of these groups to corporate Induction for training grade staff and enhancing the functional information and links made available to trainees via the Trust intranet.	Provision of an update on progress to the Deanery within three months of the Action Planning Meeting (17th December 2007)

Please note – where deadlines are shown in *italics*, the requested response has been submitted by the Trust (as at 19th February 2008).