

TRUST COMMISSIONING VISITS ('ACTION PLANNING MEETINGS') 2007

GWENT HEALTHCARE NHS TRUST SUMMARY REPORT

Date of Trust Commissioning Visit: 14th December 2007

Areas of Noteworthy or Innovative Practice in the Trust for Commendation

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
Educational Supervision	
6.7 Trainees must have a means of feeding back in confidence their concerns and views about their training and education experience to an appropriate member of local faculty.	Establishment of a pilot project by the Postgraduate Organisers involving the setting up of 'clinics' to provide trainees with 'open door' access to feed back on their training and education, and influence local educational activity and events.
Training	
6.16 Trainees must be able to access training in generic professional skills at all stages in their development.	Provision of a Communication Skills course at Caerphilly District Miners' Hospital for all doctors in training in the Trust.
Study Leave	
6.20 Trainees must be able to take up study leave up to the maximum permitted in their terms and conditions of service.	Development of a single policy and process for the administration of study leave across the Trust which enables enhanced monitoring of study leave approval and uptake.
Standards for Trainers	
6.24 Other healthcare professionals required to act in a supportive or supervisory role must have their responsibilities and accountabilities clearly set out	Development of the nurse practitioner role and professional relationships between junior medical staff and nurse practitioners which has created the potential for nurse practitioners to be involved in the teaching and assessment of trainees. Nurse practitioners are affiliated to medical teams and surgical teams working to the medical model.

and be trained for the role.	
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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
8.1 The overall educational capacity of the institution and any unit offering training posts within it must be adequate to accommodate the practical experiences required by the curriculum, along with the educational requirements of all health care professionals in the same unit.	<p>Trust-wide working by the Postgraduate Centres and provision of excellent support for training grade staff.</p> <p>Provision of teaching materials such as onexamination.com for training grade staff.</p>
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.	High standard of team working between the library staff across the Trust enabling the provision of a standardised library service.

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
1.1 Trainees must make the needs of patients their first concern.	The Trust should continue to give attention to the issue of multiple sites operating an acute out of hours Psychiatric service and support the efforts of the Project Group working to reduce the number of sites covered to five (from twelve). The Deanery understands that the Project Group is due to meet again in February 2008 and the Trust should provide a progress report on this issue once this meeting has taken place.	Provision of a progress report on work to address the working hours and achieve EWTD compliance in Psychiatry to the Deanery within two months of the Action Planning Meeting (14th February 2008)
1.4 Trainees must be expected to obtain consent only for procedures which they are competent to perform.	The Service Development Manager (Medical Education) should undertake an investigation to establish the basis of the concerns of the Department of Anaesthetics regarding consent. The Trust should then take any action required to ensure that training grade staff in Anaesthetics obtain consent, where appropriate, only for procedures which they are competent to perform.	Provision of a report (including the outcomes of the investigation into issues surrounding consent in Anaesthetics and any remedial action taken) to the Deanery within one month of the Action Planning Meeting (14th January 2008)
1.6 Trainees in hospital posts must have well-organised handover arrangements ensuring continuity of patient care at the start and end periods of day or night duties.	The Deanery would encourage the Trust's Medical Director to continue to develop work on the Hospital at Night project and, in particular, to work to establish handover led by senior team members in Surgery and ensure that the specialty is fully engaged in the Hospital at Night project.	Provision of an update on progress (including the establishment of handover, and associated record keeping, in Surgery) to the Deanery within three months of the Action Planning Meeting (14th March 2008)

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
2.1 Programmes, posts, associated management, and data collection	The Trust should address trainee concerns in relation to their working hours and associated European Working Time Directive compliance via the Project Group in Psychiatry working to reduce the number of sites covered to five (from	Provision of a progress report on work to address the working

concerning trainees and local faculty must comply with the European Working Time Directive, Data Protection Act and Freedom of Information Act.	twelve). The Deanery understands that the Project Group is due to meet again in February 2008 and the Trust should provide a progress report on this issue and details of action taken once this meeting has taken place.	hours and achieve EWTD compliance in Psychiatry to the Deanery within two months of the Action Planning Meeting (14 th February 2008)
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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 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.	The Associate Medical Director for Medical Education should consult with all departments across the Trust to identify any manpower-related issues, particular in relation to training posts. The Trust should then provide the Deanery with a report detailing any issues relating to manpower and educational approval across the Trust.	Provision of a report of any outstanding issues relating to manpower and educational needs and associated approval for training grade posts across the Trust to the Deanery within two months of the Action Planning Meeting (14 th February 2008)

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		
5.1 Sufficient practical experience must be available within the programme to support acquisition of competence as set out in the curriculum.	The Trust should establish whether the problems in ensuring sufficient practical experience for trainees in Obstetrics and Gynaecology relate only to lack of opportunity to undertake elective work and develop an action plan, as appropriate, to ensure that training grade staff have access to sufficient practical opportunities in the specialty to support acquisition of competence as set out in the curriculum.	Provision of an update on the outcomes of exploration of the issue of trainee access to practical experience in Obstetrics and Gynaecology and a copy of any action plan devised to address any gaps in provision to the Deanery within three months of the Action Planning Meeting (14 th March 2008)

<p>5.3 Trainees must be able to access and be free to attend training days, courses and other material that forms an intrinsic part of the training programme.</p>	<p>The Trust should provide a report of any action taken by the Trust in response to the 2006 PMETB National Trainee Survey outcomes relating to trainee access to training days, courses and other material that forms an intrinsic part of the training programme. The Deanery would also be grateful to receive details of the current formal education provision and associated timetables in Obstetrics and Gynaecology and Mental Health.</p> <p>The Trust should also provide evidence of trainee attendance at formal teaching opportunities provided by the specialties and any trainee feedback obtained on the teaching provision.</p>	<p>Provision of a report (including details of any action taken to address findings of the 2006 PMETB National Trainee Survey outcomes, formal education provision in Obstetrics and Gynaecology and Mental Health, and associated trainee attendance rates and feedback) to the Deanery within one month of the Action Planning Meeting (14th January 2008)</p>
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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
<p>6.1 Every trainee starting a post or programme must attend a departmental induction to ensure they understand the curriculum, how their post fits within the programme, their duties and reporting arrangements, to ensure they are told about departmental policies and to meet key staff.</p>	<p>The Trust should establish links with other Trusts in Wales for guidance on best practice in relation to the provision of generic corporate induction for training grade staff (Bro Morgannwg NHS Trust's induction provision is particularly highly rated by training grade staff, and Conwy and Denbighshire NHS Trust has demonstrated particularly innovative working around the provision of corporate induction). The Trust, via its Postgraduate Centre Manager Strategy Group, should then develop an action plan to address to generic induction provision in accordance with the findings its induction evaluation exercise and work with other Trusts and implement any changes, as required.</p> <p>The Deanery would also encourage the Trust, via its The Postgraduate Centre Manager Strategy Group to consider variability across departments in the provision of departmental induction. The Trust should work to standardise the basic material to be covered and develop and quality assure its departmental induction provision, ensuring the engagement and participation of all specialties in an induction process that provides training grade staff with an understanding of the curriculum, information on how their post fits within the programme, their duties and reporting arrangements, departmental policies and meetings with key staff.</p> <p>A Trust-wide policy regarding the provision of departmental induction should be developed.</p>	<p>Provision of an action plan for, and update on progress with regard to the development of corporate induction for training grade staff to the Deanery within four months of the Action Planning Meeting (14th April 2008)</p> <p>Provision of an update on the development and quality assurance of departmental induction provision across the Trust to the Deanery at the next Trust Commissioning Visit. (Autumn 2008)</p> <p>Provision of a copy of the Trust-wide policy regarding departmental induction provision to the Deanery at the next Trust Commissioning Visit. (Autumn 2008)</p>
<p>6.7 Trainees must have a means of feeding back in confidence their concerns and views about</p>	<p>The Postgraduate Organisers should provide a report on the outcomes of the pilot project aimed at facilitating the provision of trainee feedback on teaching and training at the next Annual Postgraduate Organisers' Meeting. The Deanery would encourage the Postgraduate Organisers to consider the model for the provision of trainee feedback</p>	<p>Provision of a verbal report on the outcomes of the pilot 'feedback clinic' project at the</p>

<p>their training and education experience to an appropriate member of local faculty.</p>	<p>utilised by Cardiff and Vale NHS Trust (which includes a formal meeting with trainees for the provision of feedback on a four-monthly basis) in developing the pilot.</p>	<p>Annual Postgraduate Organisers' Meeting (October 2008)</p> <p>Provision of an update on the outcomes of the pilot project and a report on the success of any other feedback mechanisms to the Deanery at the next Trust Commissioning Visit. (Autumn 2008)</p>
<p>6.9 Working patterns and intensity of work by day and by night must be appropriate for learning (neither too light nor too heavy).</p>	<p>The Trust should continue to work to ensure that all of its rotas are New Deal compliant and that trainee working patterns and intensity of work by day and by night are appropriate for learning.</p>	<p>Provision of an update on progress in ensuring New Deal rota compliance to the Deanery within three months of the Action Planning Meeting (14th March 2008)</p>
<p>6.12 While trainee must be prepared to make the needs of the patient their first concern, routine activities of no educational value should not present an obstacle to the acquisition of skills required by the curriculum.</p>	<p>The Associate Medical Director for Medical Education should identify a solution to the issue of trainee provision of out of hours cover for the elective Trauma and Orthopaedics service at St Woolos Hospital which appears to provide little training experience as a matter of urgency, ensuring that the provision of appropriate out of hours cover for Trauma and Orthopaedics does not compromise the training experience of trainees.</p>	<p>Provision of an update on progress in addressing the issue of out of hours cover for Trauma and Orthopaedics at St Woolos Hospital within seven weeks of the Action Planning Meeting (1st February 2008)</p>
<p>6.15 Trainees must be able to attend relevant, timetabled, organised educational meetings or other events of educational value to the trainee as agreed with the educational supervisor, and have time protected for this activity.</p>	<p>The Trust should continue to strengthen its formal education provision for training grade staff, ensuring that trainees have the opportunity to attend relevant, timetabled, organised educational meetings or other events of educational value as agreed with the educational supervisor, and have time protected for this activity.</p>	<p>Results of the 2007 PMETB/COPMed National Survey of Trainee Doctors will be used to evaluate whether the Trust's actions have yielded improvement in the provision of formal teaching (Spring 2008)</p>
<p>6.24 Other healthcare professionals required to act in a supportive or supervisory role must have their responsibilities and accountabilities clearly set out and be trained for the role.</p>	<p>The Trust should 'test' the success of measures introduced to support the nurse practitioner role which has created the potential for nurse practitioners to be involved in the teaching and assessment of trainees at the next formal F1 feedback session.</p>	<p>Provision of a report to the Deanery of any outcomes regarding the nurse practitioner role following the F1 feedback session (March 2008)</p>

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 all trainees to achieve the outcomes of the programme as specified in the curriculum.	The Trust should continue to develop its interim plan to address the space issues for teaching and postgraduate facilities (including library facilities) at the Royal Gwent and Caerphilly District Miners' Hospitals and provide better facilities on the Royal Gwent Hospital site including 24 hour access to library facilities.	Provision of an update on progress with regard to development of a temporary build to house educational facilities on the site of the Royal Gwent Hospital by the end of the current financial year (31st March 2008)

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