

**TRUST COMMISSIONING VISITS ('ACTION PLANNING MEETINGS') 2007**

**VELINDRE NHS TRUST SUMMARY REPORT**

**Date of Trust Commissioning Visit:** 20<sup>th</sup> November 2007

**Areas of Noteworthy or Innovative Practice in the Trust for Commendation**

**Domain 1. Patient Safety**

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

<b>Mandatory Standards</b>	<b>Areas of Noteworthy or Innovative Practice</b>
1.1 Trainees must make the needs of patients their first concern.	Strong links between educational structures and clinical governance programmes, including processes for incorporating lessons learnt from reviewing collated risks into training content and involvement of doctors (including training grade staff) in Trust incident reporting mechanisms, as noted by the National Patient Safety Agency.
	Implementation of a CPR policy and development of patient information sheets in Palliative Care.

**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.

<b>Mandatory Standards</b>	<b>Areas of Noteworthy or Innovative Practice</b>
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 Trust in Wales to be fully compliant with the work and rest requirements of the European Working Time Directive.

**Domain 3. Equality, Diversity and Opportunity**

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

Mandatory Standards	Areas of Noteworthy or Innovative Practice
3.4 Appropriate reasonable adjustment must be made for trainees with disabilities, special educational or other needs.	Modification of IT systems for a partially-sighted SHO, an initiative on which the Trust was congratulated by the Royal College of Physicians.

**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
5.1 Sufficient practical experience must be available within the programme to support acquisition of competence as set out in the curriculum.	Reorganisation of Consultant teams into larger firms to provide Specialist Registrars with exposure to as wide a range of specialties as possible with close involvement of Specialist Registrars in this process.

**Assessment and Appraisal**

5.4 The assessment system defined in the curriculum must be implemented.	Use of 'Hot Reviews' in Palliative Medicine involving problem-based learning from clinics and ward rounds.
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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	Areas of Noteworthy or Innovative Practice
<b>Training</b>	
6.16 Trainees must be able to access training in generic professional skills at all stages in their development.	Active encouragement of trainees to take part in the development of education and training – a Specialist Registrar has worked with senior Medical Physicists and site-specific radiation oncology specialists to pilot a novel multiprofessional approach to training in the technical aspects of radiotherapy planning, likely to be adopted as part of the core training for Specialist Registrars.
6.17 Trainees must have the opportunity to learn with other healthcare professionals.	Very strong links with Marie Curie Cancer Care (through Palliative Care) and other charitable sector providers.

**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 and be trained for the role.	Modernisation of input in terms of professionalisation of nurses and other healthcare professionals with co-ordination of education for multidisciplinary staff groups being developed.
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**Academic Training**

6.25 Trainees should be exposed during their training to the academic opportunities available in their specialty	Extensive opportunity for training grade staff to engage in research activity (e.g. involvement in clinical trials) with exposure to clinical research very much part of everyday work and the culture of the Trust.
6.26 Trainees who recognise that their particular skills and aptitudes are well-suited to an academic career should be encouraged and guided in that endeavour.	.Recognition of the importance of higher qualifications and provision of academic opportunities for training grade staff with provision of support for Specialist Registrars to pursue academic interests .

**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.

<b>Mandatory Standards</b>	<b>Areas of Noteworthy or Innovative Practice</b>
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.	Commitment to training, education and the provision of a supportive educational framework and associated processes with high levels of communication between training grade staff, trainers, the Postgraduate Centre, library services and Trust management, and a Trust Board that is very supportive of Educational and Clinical Supervisors.

**Domain 8. Educational Resources and Capacity**

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

<b>Mandatory Standards</b>	<b>Areas of Noteworthy or Innovative Practice</b>
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.	Excellent provision of IT resources and services with the Trust being a leader in the integration of information technology into clinical practice and encouraging its use.
	Involvement of the librarian as co-author on a number of publications in the area of cancer pathology.
8.5 Trainees must have access to meeting rooms and audio-visual aids.	Use of telephone conversations to maintain contact between Educational Supervisors and trainees in Public Health Medicine and ensure the provision of support if geographically separated.

## Actions to be Taken by the Trust in relation to Areas of Strength or Highlights

### 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 compile a report comparing the incident reporting statistics for training grade staff with other staff groups.	Provision of a report (detailing incident reporting statistics by staff group) to the Deanery within two months of the Action Planning Meeting. <i>(20<sup>th</sup> January 2008)</i>

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

### 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 Trust should ensure additional signposting of relevant policies in respect of training programmes in relation to equal opportunity and employment legislation to training grade staff.	Provision of details of how the Trust plans to address increased signposting of relevant policy for training grade staff to the Deanery with two months of the Action Planning Meeting. <i>(20<sup>th</sup> January 2008)</i>

**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.

<b>Mandatory Standards</b>	<b>Actions to be Taken</b>	<b>Deadlines for Completion/Follow-Up</b>
6.10 Trainees must be enabled to learn new skills under supervision, for example, during theatre sessions, ward rounds and outpatient clinics.	The Trust should continue to pursue the Business Case to be submitted regarding provision of a clinical psychology service in the Velindre Centre, or explore alternative means of providing exposure to clinical psychology for training grade staff.	Provision of an update on the outcomes of the submission of the Business Case (or alternative means of ensuring exposure to clinical psychology for training grade staff) to the Deanery at the next Trust Commissioning Visit. <b>(Autumn 2008)</b>
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.	The Trust should provide details of the teaching opportunities available to training grade staff in Public Health Medicine and any further action taken to address geographical variation in the teaching opportunities to which trainees have access.	Provision of a letter from the Public Health Training Programme Director (detailing the teaching opportunities for trainees in Public Health Medicine and including assurance of equality of opportunity) to the Deanery within three months of the Action Planning Meeting <b>(20<sup>th</sup> February 2008)</b>

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