



Annual Quality Report

2014/15

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Forward

Every member of our team is focused on delivering the services we provide to the highest possible standard, with the overall objective of developing a high calibre medical and dental workforce with the capacity to meet the future health needs of the Northern Ireland population. This must embrace not only clinical excellence, but also skills in leadership, team working, research, quality improvement and interpersonal relationships if we are to meet our aspiration of having a world class health service in Northern Ireland.

Of course, in order to achieve this we, in NIMDTA, are reliant on effective partnerships with colleagues in many other Health Bodies, but in particular with the five Health and Social Care Trusts, the Public Health Agency (PHA) and with GP and Dental Training Practices, who, on a day-to-day basis, deliver the quality of practical training that is required to meet the exacting standards prescribed by our Regulatory Bodies. In order to monitor and, where necessary improve our outcomes, we have implemented agreed quality management processes to ensure that these standards are consistently achieved. These processes are regularly reviewed and, where necessary, revised to ensure that we remain able to reflect best practice across the wide range of medical and dental specialties and sub-specialties.

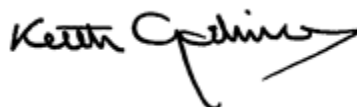
As always, we have focused on continually improving our activities and, as a result, our outcomes through on-going review programmes in all areas. We have responded effectively to the vast number of externally driven changes which have impacted on the organisation. We have continued to perform well across our wide range of training programmes and have been commended by the General Medical Council, despite the additional demands we have faced during the period of this report. During the year, we have introduced a number of exciting developments which, we believe, will enhance the quality of our doctors and dentists in the future. We are fully aware that there are even greater challenges ahead, but we believe that we are well placed to deal with these effectively and that, as an organisation, we will continue to deliver the many requirements identified in Quality 2020 and other programmes of change.

We have continued to run engagement workshops with staff to encourage them to help us to further develop the values and behaviours which are seen as key to the way we work. These have been well attended and very productive in capturing what staff believe to be important to them. There is strong evidence to support the conclusion that staff members see NIMDTA as a good place to work and that they feel valued for both their commitment and for the quality of their contributions. Again we know that there is considerable scope to further develop our staff engagement processes, strengthen internal relationships and improve working arrangements across our teams.

We remain committed to the process of continuous improvement and to further enhancing quality in every area of the services we provide.



Alistair Joynes
Chair



Professor Keith Gardiner
Post-Graduate Dean/Chief Executive

Role of NIMDTA

The Northern Ireland Medical and Dental Training Agency (NIMDTA) is an Arm's Length Body sponsored by the Department of Health, Social Services and Public Safety (DHSSPS) to train postgraduate medical and dental professionals for Northern Ireland. NIMDTA seeks to serve the government, public and patients of Northern Ireland by providing specialist advice, listening to local needs and having the agility to respond to regional requirements.

NIMDTA commissions, promotes and oversees postgraduate medical and dental education and training throughout Northern Ireland. Its role is to attract and appoint individuals of the highest calibre to recognised training posts and programmes to ensure the provision of a highly competent medical and dental workforce with the essential skills to meet the changing needs of the population and health and social care in Northern Ireland.

NIMDTA organises and delivers the recruitment, selection and allocation of doctors and dentists to foundation, core and specialty training programmes and rigorously assesses their performance through annual review and appraisal. NIMDTA manages the quality of postgraduate medical and dental education in HSC Trusts and in general medical and dental practices through learning and development agreements, the receipt of reports, regular meetings, trainee surveys and inspection visits. It works in close partnership with local education providers (LEPs) to ensure that the training and supervision of trainees support the delivery of high quality safe patient care.

NIMDTA recognises and trains clinical and educational supervisors and selects, appoints, trains and develops educational leaders for foundation, core and specialty medical and dental training programmes throughout NI.

NIMDTA is accountable to the General Medical Council (GMC) for ensuring that the standards set by the GMC for medical training, educational structures and processes are achieved. The Postgraduate Medical Dean, as the 'Responsible Officer' for doctors in training, has a statutory role in making recommendations to the GMC to support the revalidation of trainees. Revalidation is the process by which the GMC confirms that doctors are up to date and fit to practice. NIMDTA also works to the standards in the Committee of Postgraduate Dental Deans and Directors (COPDEND) framework for the quality development of postgraduate dental training in the UK.

NIMDTA seeks to enhance the standard and safety of patient care through the organisation and delivery of relevant and valued career development for general medical and dental practitioners and dental care professionals. It also supports the career development of general medical practitioners and the requirements for revalidation through the management and delivery of GP appraisal.

NIMDTA aims to use the resources provided to it efficiently, effectively and innovatively. NIMDTA's approach to training is that trainees, trainers and educators should put patients first, should strive for excellence and should be strongly supported in their roles.

Purpose of Quality Reports

Quality 2020 was officially launched on 17 November 2011. The purpose of Quality 2020 is to create a strategic framework and plan of action that will protect and improve quality in Health and Social Care (HSC) over the next 10 years.

Its vision for HSC is *“to be recognised internationally, but especially by the people of Northern Ireland, as a leader for excellence in health and social care.”*

Quality 2020 has five strategic goals:

- Transforming the Culture
- Strengthening the workforce
- Measuring the improvement
- Raising the standards
- Integrating the care

NIMDTA recognises the vital role that postgraduate medical and dental education and training plays in ensuring patient safety and this Quality Report sets out what NIMDTA has done to support Quality 2020 under each of these five strategic goals.

Performance

1. Transforming the Culture

Quality 2020 Aim: We will make achieving high quality the top priority at all levels in health and social care. We will promote and encourage partnerships between staff, patients, clients and carers to support decision making.

NIMDTA Board

The NIMDTA Board is responsible for the strategic direction and control of NIMDTA's activities and comprises a non-executive Chair and five non-executive members (three lay members, one medical practitioner [currently vacant] and one dental practitioner). The Board delegates specific areas of work to its three sub-committees (Audit, Governance and Risk, Remuneration) and to the Senior Management Committee.

The Audit Sub-Committee supports the Board by providing an independent and objective review of financial system and information, the adequacy and effectiveness of the systems of internal control, as well as compliance with the law and appropriate guidance.

The Governance and Risk Sub-Committee supports the Board by providing oversight of NIMDTA's corporate governance framework. This Committee seeks to ensure that processes and governance structures are in place to effectively monitor risks and provide high quality training.



NIMDTA Board

The Remuneration Sub-Committee supports the Board by considering issues in relation to the remuneration of directors and senior managers.

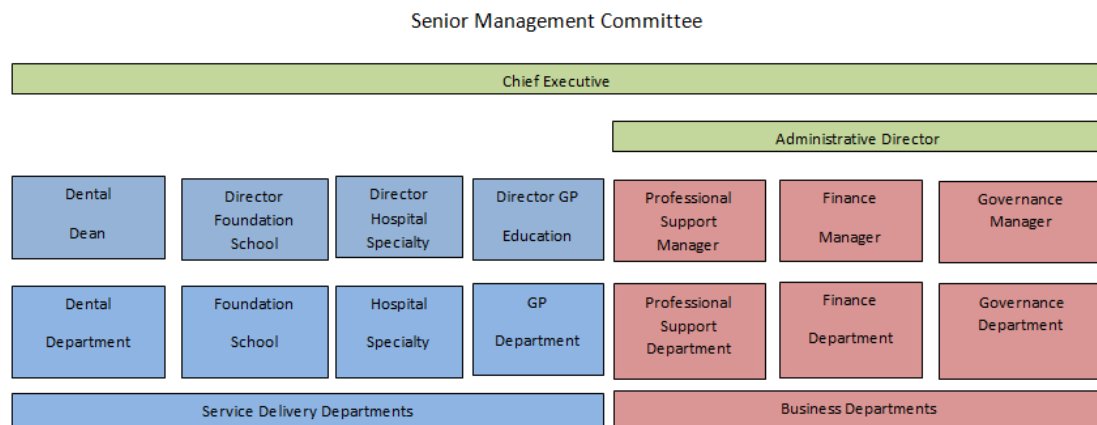
The Board receives reports from members of the Senior Management Committee on the quality of training delivered by each of NIMDTA's four service departments (Dentistry, Foundation, General Practice and Hospital Specialty) as well as on the quality of performance of NIMDTA's three business departments (Finance, Governance and Professional Support).

Board members play a key role in transforming the culture of NIMDTA through their commitment to NIMDTA and their sustained interest in NIMDTA delivering high quality service in all aspects of its work which is evidenced by their attendance at staff briefings, joint workshops with senior members of staff, support of educational events (Annual Foundation Induction Day, Annual Educators' Day), meetings with distinguished visitors, attendance at NIMDTA visits to educational units in addition to their work at Board and Sub-committee meetings.

NIMDTA Senior Management Committee

The Senior Management Committee supports the Board through the provision of operational oversight of NIMDTA and the delivery of its services.

The delivery of postgraduate education and training to doctors and dentists by NIMDTA is primarily carried out by four departments – Dentistry, Foundation, General Practice and Hospital Specialty. These four departments are supported by a further three business departments – Finance, Governance and Professional Support. The members of the senior management committee are shown below:



NIMDTA has developed a number of internal cross-departmental groups that work to ensure that specific areas of our services are delivered consistently across departments, that learning is shared amongst key individuals and that peer support is available.

Quality is embedded within the Senior Management Committee, Departmental Committees and cross-departmental groups and is a responsibility of all educator and administrative staff.

NIMDTA's Quality Management Group is a cross-departmental group which monitors and assesses the delivery of postgraduate medical training against national standards. The GMC's Quality Improvement Framework outlines the responsibility of NIMDTA as a Deanery for the quality management of postgraduate medical training.

The aims of NIMDTA's Quality Management Group are to ensure that standards required by regulatory bodies are met by promoting and sharing good practice across all specialties; enhancing the training of trainers, improving the quality of curriculum delivery in all specialties, removing obstacles to postgraduate medical education and training; and developing the resources and infrastructure of postgraduate medical education and training.

NIMDTA Reports

NIMDTA reports to the DHSSPS through its Monitoring Returns, Annual Reports and Financial Statements, Annual Quality Reports and through Accountability Meetings (mid-year; end of year). NIMDTA is accountable to the GMC for ensuring that the GMC standards for postgraduate medical training are achieved in NI (Dean's Reports to the GMC). NIMDTA is also required to respond to GMC queries, results

of GMC National Training Surveys and other educational metrics (examination success, annual reviews of progress of trainees, success at recruitment into specialty training).

Good Practice

Good practice and areas of concern can be identified through reports from local educational providers (LEPs) and specialty training programmes, visits to educational units and from surveys of trainees. NIMDTA has a variety of opportunities to share good practice:

Nationally

- Conference of Postgraduate Medical Deans (COPMED)
- Committee of Postgraduate Dental Deans and Directors (COPDEND)
- Committee of General Practice Education Directors (COGPED)
- Dean's Reports to the GMC

Regionally

- DHSSPS Responsible Officer Forum (regarding revalidation)
- DHSSPS Medical Leaders' Forum (clinical service-medical education interactions)
- Public Health Agency (PHA) Medical Directors Group (clinical service-medical education interactions)
- NI Postgraduate Education Forum
- NIMDTA Specialty Schools Forum

In 2014/15 NIMDTA's Hospital Specialty Training department has introduced a Lead Educator Newsletter to welcome new appointees, announce forthcoming training events for educators and trainees, celebrate good practice and achievements and to highlight changes in guidance and policies.

The GMC highlighted four items as being examples of good practice in our October 2014 Dean's Report. NIMDTA provided further details of each of these as case studies at the request of the GMC (Online formative assessment and measurement system use in Radiology and Obstetrics/Gynaecology Training; Waypoint trajectory summary sheet to support doctors in higher specialty training; Collaborative Training Programme in Clinical Radiology; Multi-professional Patient Safety Educational Group).

Good practice of and success for NIMDTA Educators and trainees is acknowledged on our website and in the Lead Educator News.

The Board completes good practice case studies as part of annual Board self-assessment which are submitted to the DHSSPS.

Involvement of NIMDTA Staff

NIMDTA's Senior Management Committee is keen to listen to staff views, which is facilitated by staff surveys, briefings and workshops. In 2014/15 staff workshops concentrated on business planning, quality improvement and information management. In addition, there is an annual review of recruitment and selection with all NIMDTA Specialty Administrative Staff to identify issues and promote learning and good practice.

Next Year

1. NIMDTA is planning to set up a Health and Wellbeing Working Group in 2015/16.
2. Business Services Organisation Internal Audit will be conducting an audit of Board Effectiveness in June 2015.
3. The Training Programme Director for Core Medicine Training is planning to introduce a monthly newsletters for core medical trainees and their supervisors.
4. NIMDTA is planning to introduce a Trainee Recognition of Achievement Day on 15 June 2016.

2. Strengthening the workforce

Quality 2020 Aim: We will provide the right education, training and support to deliver high quality service. We will develop leadership skills at all levels and empower staff to take decisions and make changes.

In addition to NIMDTA's roles in the recruiting and allocating of trainees, in overseeing and managing the training delivered to doctors and dentists in training in educational units, assessing trainee progress, revalidating trainees and recognising clinical and educational supervisors in educational units, NIMDTA has responsibilities for providing formal education to trainees and for the training and developing its own staff. NIMDTA's activities in the training and development of these different groups are described below.

Development of NIMDTA Board

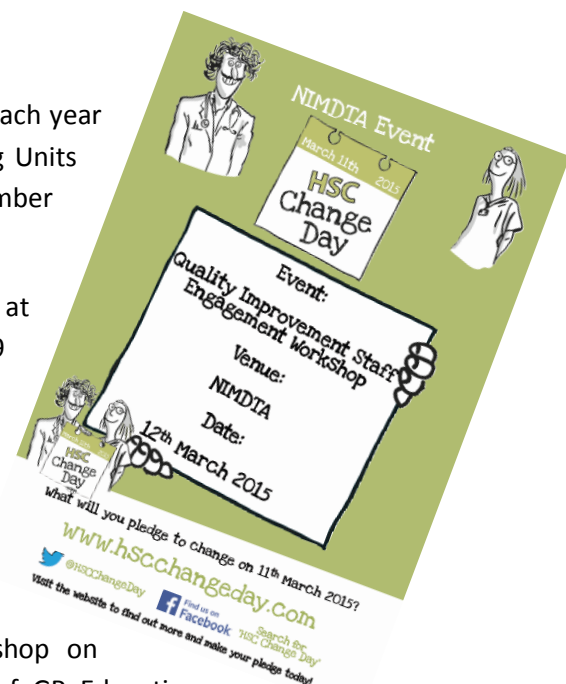
The NIMDTA Board has a programme of development workshops each year with workshops during 2014/15 on Quality Indicators for Training Units (May 2014), Risk Management (October 2014), Quality 2020 (November 2014) and Advanced Communication Skills (March 2015).

In addition, Board members attend two staff briefings each year at which stage they offer to answer staff questions (26 June 2014; 19 December 2014).

The NIMDTA Board, Senior Management Committee and Team leaders had a business planning away day together in October 2014.

In March 2015 to mark HSC (Health and Social Care) Change Day, Board members attended a NIMDTA Staff Engagement Workshop on Quality Improvement led by Dr Nigel Hart, Associate Director of GP Education, NIMDTA.

NIMDTA Board members are very supportive of NIMDTA educational events for trainees (Medical Foundation Induction July 2014) and educators (Annual Educators' Day September 2014) as well as participating in NIMDTA quality management visits to hospital specialty units and GP practices.



Development of NIMDTA Educators

The primary role of NIMDTA is to ensure that postgraduate medical and dental trainees receive high quality education and training and are therefore able to deliver high quality care to their patients. To ensure that this happens, NIMDTA needs to support the development of educators.

NIMDTA's Faculty Development Group organises, delivers and reviews training events for Lay Representatives, Recognised Trainers, Lead Educators and Senior Educators. There are a wide range of events delivered each year targeted at the training needs of NIMDTA's educators.

The flagship event each year is the Annual Educator's Day which was held on Friday 26 September 2014 and was very well received. The keynote address on Innovation and Simulation was delivered by Dr Ian Curran, Dean for Educational Excellence and Head of Innovation in the London Deanery. There were lectures on Research Training Opportunities and How Clinical Educators can contribute to Patient Safety. In addition there were hot training topics, workshops (resilience, mentoring, clinical ethics and reasoning through simulation, developing a learning organisation, quality improvement and trainer support) and a Symposium on Expectations of a Deanery and Deanery Educators with contributions from Dr Michael McBride (Chief Medical Officer), Dr Vicky Osgood (GMC) and Dr Cathy Jack (Belfast Trust).

Sixteen training workshops were held for lead and senior educators during 2014/15 – including an Induction Programme (for newly appointed educators), and workshops on Investigation Training, Employment Law, Advanced Trainee Support and Chair Skills. Each year there is also a Lay Representative Training Day.

The quality of training events is monitored by feedback from the participants at each event which is reviewed at Faculty Development Group meetings.

NIMDTA supported two dental educators to undertake a Master's Degree in Clinical Education and one GP educator to undertake a Master's Degree in Health Service Management.

Development of NIMDTA Administrative Staff

NIMDTA administrative staff members perform a vital role in overseeing and managing NIMDTA's training programmes in Dentistry, General Practice, Medical Foundation, and Specialty Training.

NIMDTA Annual Educators' Day
Friday 26 September 2014
Riddell Hall, QUB



Innovation, Safety and Expectations

09.00 – 09.10	Registration	
09.10 – 09.15	Welcome	Mr Alistair Joyes (Chair of NIMDTA)
09.15 – 10.00	Hot Training Topics (Chair Angela Carragher) • Dental Hot Topics • GMC Update • Faculty Development	Professor David Hussey Dr Vicky Osgood, General Medical Council Dr Richard Tubman
10.00 – 11.00	Keynote Address Innovation and Simulation Chair: Professor Keith Gardiner	<i>Dr Ian Curran</i> Dean for Educational Excellence Head of Innovation, London Deanery
11.00 - 11.05	Announcement by Dr John Jenkins re ASME-GMC Awards Opportunity	
11.05 – 11.20	Coffee, Tea and Networking	
11.20 – 12.00	Patient Safety Focus How can Clinical Educators Contribute to Patient Safety? Chair: Dr Claire Loughrey	<i>Professor Judy McKimm</i> Dean and Professor of Medical Education, Swansea University
12.00-12.45	Clinical Academic Strategy Research Training Opportunities Chair: Dr Ian Steele	<i>Professor Stuart Elborn</i> Undergraduate Medical Dean, QUB
12.45 – 13.30	Lunch and Networking	
13.30 – 14.15	Workshop Session Part 1	
Workshop 1:	Resilience and Professionalism	Dr Lorraine Perks & Dr Glynis Henry Coordinated by John Collins
Workshop 2:	Mentoring	Dr Una Carbone & Ms Siobhan Cushley Coordinated by Oliver Boylan
Workshop 3:	Clinical Ethics and Reasoning Through Simulation (CERTS)	Dr Gerry Gormley and team (QUB)

Enhancing Patient Care Through Training

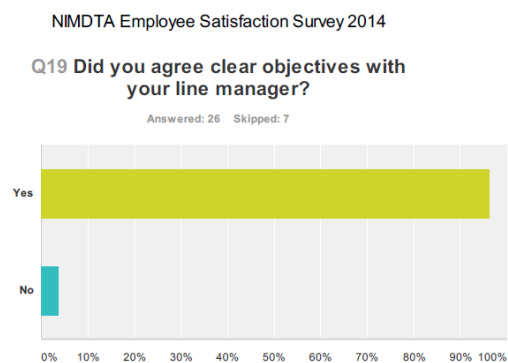
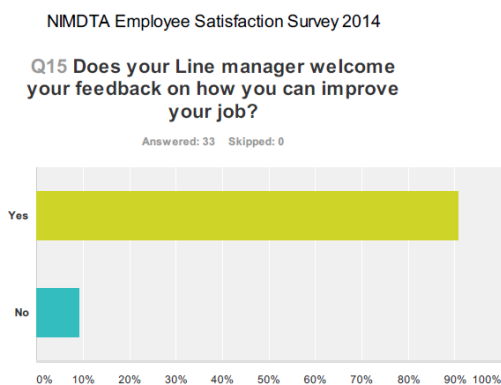
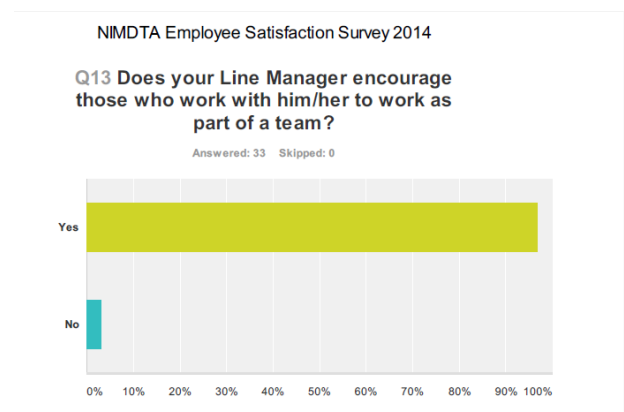
NIMDTA recognises the importance of developing and supporting its staff and of communicating effectively with them. NIMDTA seeks to engage with staff through staff briefings (4/year) and staff engagement workshops (2/year).

In 2014/15, staff engagement workshops focused on business planning (April 2014) and information management (October 2014). In addition, NIMDTA participated in HSC Change Day on 11 March 2015 and held a workshop for employees on 12 March 2015 led by Dr Nigel Hart Associate Director GP on Quality Improvement. NIMDTA employees agreed a pledge to make a quality improvement in their area of work over the next 12 months and NIMDTA will seek volunteers to present their quality improvement initiatives at subsequent staff engagement workshops.

Staff training on Records Management was provided to 37 staff on 23 September 2014. Training on Health and Safety, Manual Handling, Fire Safety and Information Governance was delivered to 32 staff through two sessions run on 8 October 2014.

NIMDTA administrative staff members are also invited to staff induction, educator workshops and the Annual Educator Day.

An annual staff satisfaction survey was carried out to assess the satisfaction of staff working in NIMDTA and an action plan was agreed by the Senior Management Committee to deal with any issues arising from the satisfaction report.



NIMDTA supported a member of the finance team to pursue a professional accounting qualification.

NIMDTA places high value on supporting its Health and Wellbeing Strategy and continues to facilitate employees to take part in a weekly exercise programme. Andrea Kearns, Education and Training Manager from Aware Defeat Depression provided a half day workshop for employees entitled 'Mood Matters'. Dr Marie King GP Tutor NIMDTA, provided staff with blood pressure checks. Miss Kiri Wilson, Dental Executive Officer and Mrs Elaine Fugard, Dental Tutor provided Safe Talk awareness sessions for employees. Ms Catherine McHugh, Specialist Health Trainer provided a session on 'The relationship of sleep to health and illness'.

Development of NIMDTA Trainees

In 2014/15, the tenth annual programme of mandatory Generic Skills training days was delivered regionally for all Medical Foundation Year 2 (F2) doctors. A total of ten days of study leave is set aside for attendance at these training days. Attendance is closely monitored and if a module is not attended an opportunity is offered to attend in the following year. Sessions include training on the following:

Module 1a: Acute Kidney Injury–Interactive teaching session on Acute Kidney Injury;

Module 1b: Educational Opportunities and Requirements during F2 – ePortfolio & requirements for Foundation ARCP (Annual Review of Competence Progression);

Module 2: Career Management

Module 3: The Doctor as a Teacher / Quality Improvement;

Module 4: Patient Safety / Medico-legal Seminar;

Module 5: Teamwork;

Module 6: Breaking Bad News and Ethics;

Module 7: Professionalism and Resilience awareness/ Fitness to Practice;

Module 8: Safeguarding: Child Protection, Vulnerable Adults and Domestic Violence;

Module 9: Dial 999 (Delivered at the Northern Ireland Ambulance Service HQ); and

Module 10: Advanced Life Support (ALS) training courses (Trust delivered).

All sessions are interactive and designed to meet the professional needs of this group of doctors as they start their professional careers. To accommodate the large number of trainees, all modules are delivered on seven separate occasions to ensure all F2 doctors can attend. Valuable on-line feedback from the doctors who attend is scrutinised and contributes to strengthen and enhance these training days.

GENERIC SKILLS Module 3a: Quality Improvement in Healthcare		Northern Ireland mdta Medical & Dental Training Agency
TIME	SESSION	FACILITATOR
10.00 - 10.30	Introduction to Improvement Science	Dr David Hill
10.30 - 11.30	Toolkit for Quality Improvement	Brenda Carson
11.30 - 11.45	Break	
11.45 - 12:30	Quality Improvement – A Consultants Journey	Dr Niall Leonard
12.30 - 13.00	NICE to know: supporting high quality care	Lesley Edgar

The GP department places 13 trainees each year in one of five Trust areas. Altogether there are 225 GP trainees on the GP Specialty Training Programme. GP Training Programme Directors in each Trust area organise weekly one day formal education sessions for these trainees in their Trust areas. During 2013/14, the GP department delivered 329 courses and training events for GP trainees. The department also supports Practice-based Small Group Learning for ST2 (Specialty Trainee Year 2) and ST3 trainees which has been well received by GP trainers and GP trainees alike.

During 2014/15, the GP department introduced a formal Quality Improvement (QI) training programme within GP Specialty Training. This involved ST2 trainees participating in a formal education programme to understand QI methodology and its application.

Opportunities to utilise these skills were organised and included:


- Risk stratification of diabetic patients in Primary Care
- Application of NICE guidelines for review of patients with Chronic Obstructive Pulmonary disease
- Participation in an integrated Dermatology initiative


The purpose of the programme is to build capacity in Quality Improvement methodology in General Practice and set up collaborative working between Primary Care and other care providers.

Within the Medical Hospital Specialties, delivery of the curriculum for trainees is a joint responsibility of NIMDTA and LEPs. Each Specialty unit is expected to have weekly teaching sessions. In addition, NIMDTA provides a range of formal education and examination preparation courses and a Management Training Programme for all Final Year Specialty trainees. Senior trainees are also provided access to the Teaching the Teacher workshops (which are an essential component of STATUS – the NIMDTA Recognising Trainers Programme). In 2014/15, a total of 85 Specialty Registrars in their final year of training attended a Management Training Programme.

This programme aims to equip doctors and dentists in training with the necessary management skills to become a NHS consultant. There has been considerable work during 2014/15 on revising and expanding this programme to provide training in the generic skills of team work, communication, leadership, quality improvement, professionalism, using evidence, medico-legal aspects of medicine, teaching and supervisory skills, trainee support, career development and understanding healthcare. Several new modules have been piloted during 2014/15 with the aim of launching the new generic skills programme for specialty trainees in 2015/16 ‘Improving quality and understanding to enhance specialty training’ (iQuest). This programme will also be open to specialty trainees in dentistry.

Dental Foundation training is delivered through general dental practices that are selected through a robust selection process for trainers. The Dental Foundation trainees must complete a range of workplace based assessments during their training year which also contains a comprehensive educational programme. The assessments are carried out by the trainers (Educational Supervisors) and the NIMDTA dental advisers and the outcomes are recorded in an e-portfolio.





Initial Specialty Years

These resources/workshops are aimed at trainees in the initial years of specialty training (CT1-3; ST1-2) and aim to explore the key principles of being a professional, explain how healthcare is organised, describe patient safety principles and prepare trainees for the next stage in their career.

1. Understanding Healthcare	Career
eLearning (HSC Leadership Centre)	
<u>Aims of eLearning</u>	
<ul style="list-style-type: none"> • To understand the strategic context in which Health and Social Care NI operates • To recognise HSC Structures including key organisations and their roles and remits • To understand key accountability and funding arrangements • To understand key leadership and management issues 	
2. Being a Professional	GPC 1,2,3,8
All day workshop (Mr Alan Walker and Ms Ashley Maybin GMC)	
<u>Aims of workshop</u>	
<ul style="list-style-type: none"> • To highlight and discuss a number of key areas of GMC ethical guidance <ul style="list-style-type: none"> <li style="width: 50%;">➢ Use of Social Media <li style="width: 50%;">➢ Protecting Children and Young People <li style="width: 50%;">➢ Raising and acting on concerns about patient safety <li style="width: 50%;">➢ Treatment and Care towards the end of Life • To consider Fitness to Practise and Revalidation Issues 	
3. Human Factors	GPC 6,7
Half-day workshop (Dr Richard Corry, Dr Caroline Hawe, Dr Oily Bannon, Dr Colm Wetters, Dr Iain McDougall)	
<u>Aims of workshop</u>	
<ul style="list-style-type: none"> • To understand what is meant by ‘human factors’ • To understand why human factors are important in health care • To know how to put knowledge of human factors into practice 	
4. Quality Improvement	GPC 6
Half-day workshop (Dr Gavin Lavery, Dr David Hill, Dr Niall Leonard, Ms Brenda Carson, Dr Nigel Hart)	
<u>Aims of workshop</u>	
<ul style="list-style-type: none"> • To understand the science of improvement • To understand improvement principles • To understand the role of measurement in improvement • To understand improvement methodology 	
5. Career Development- CV, Resilience and Personality Types	Career
All-day workshop (NIMDTA- Dr John Collins & Mr Oliver Boylan: HSC Leadership Centre)	
<u>Building Your CV</u>	<u>Working with Others (HSC LCI)</u>
<ul style="list-style-type: none"> • Essentials of career planning • Making yourself competitive for interviews • Presenting your experiences, strengths and achievements in your CV • Developing your resilience 	<ul style="list-style-type: none"> • Understanding Personality Types • Working with others • Myers Briggs

Compulsory

NIMDTA also provide trainees with opportunities to undertake academic training. A Clinical Academic Training Committee was established in December 2007 between the QUB School of Medicine, Dentistry and Biomedical Sciences in partnership with NIMDTA and the Belfast HSC Trust to provide research training for medical trainees.

DHSSPS provides the budget for this scheme which is paid to NIMDTA. There are three types of posts –

1. Academic clinical lecturers (ACL) – these are normally three year posts and candidates will usually have already completed a PhD or MD;
2. Academic clinical fellows (ACF) – these are normally two year posts for those who have yet to complete a research degree; and
3. Academic F2 – this is a four month placement designed as a taster for those interested in academic medicine.

In 2014/15, nine Academic F2s, one ACF and two ACLs were appointed. One ACL completed the programme during 2014/15.

Workshops in Quality Improvement, Leadership and Human Factors were provided specifically for trainees at the Faculty of Medical Leadership and Management (FMLM) Regional Conference on Friday 14 November 2014 which was supported by NIMDTA.

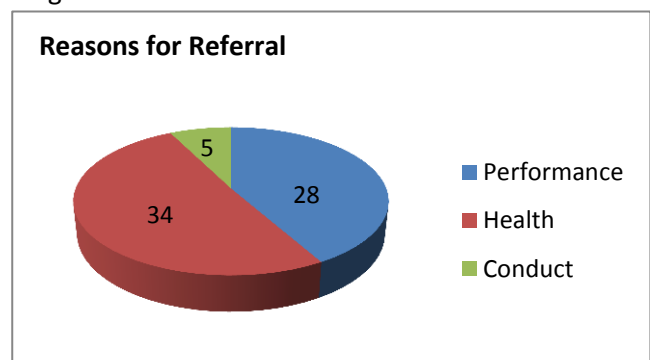
Support of NIMDTA Trainees

NIMDTA directly provides support and guidance to many medical and trainees experiencing difficulty. NIMDTA also co-operates closely with Directors of Medical Education and educational supervisors on the management of these trainees within LEPs. This work is progressed in line with NIMDTA's Trainee Support Policy which is available online.

A database aids the tracking and follow up of trainees in difficulty. There are currently 292 trainees entered on the database, of which 88 are monitored by the Trainee Support Review Group (TSRG). Of these, 30-40 trainees are considered active cases under monthly discussion and management at the TSRG.

At each meeting trainees, who are actively in need of support, are discussed and their on-going management is agreed. The TSRG also agree Trainee Support Statements regarding revalidation to be considered at Annual Trainee Reviews and Transfer of Information Statements regarding trainees requiring support which are completed prior to August and February trainee changeovers each year. The Chair also shares Learning Points arising from the management of trainees with educators and trainees.

There were 67 new referrals in 2014/15. The reasons for referral for support, apart from career counselling, are divided into three domains namely, health (34), conduct (5) or performance (28).



The work of the TSRG was audited in March-April 2014 by BSO (Business Services Organisation) Internal Audit. Internal Audit provided a satisfactory level of assurance. There were no Priority 1 weaknesses found and there were four Priority 2 weaknesses to address.

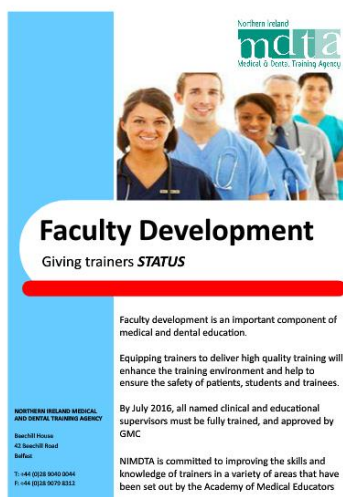
A confidential survey of trainees requiring support during 2014/15 was carried out. Forty trainees completed the survey with 97.5% finding it easy/very easy to make an appointment with the trainee support team, 95% of trainees being seen within two weeks, 100% feeling that they had been approached in a supportive manner, 95% of trainees feeling that they were able to discuss their concerns, 95% described receiving a summary of the discussion and 100% feeling that they could contact the trainee support team in future for further support.

Development of Recognised Trainers based in Local Education Providers

In August 2012, the GMC introduced a new requirement ‘Recognising and Approving Trainers’. This initiative requires that all named clinical and educational supervisors (trainers) for postgraduate medical trainees be accredited by July 2016.

NIMDTA was required to agree criteria for recognising trainers in NI, develop and align training courses to the Academy of Medical Educators’ Framework, put in place systems for data entry, provisionally (July 2014) and ultimately fully recognise all trainers in NI (July 2016).

The NIMDTA Recognition of Trainers Programme is called STATUS where:



- S** Selection of Trainers for role using a competency based application
- T** Training defined
- A** Appraisal for Educational Role included within each doctor’s annual appraisal
- T** Transfer of Data from Trusts to NIMDTA
- U** Underperformance management
- S** Supporting trainers through job planning & PA allocation

The Training that is required as part of this STATUS programme is:

- S** Supervisory Skills
- T** Teaching the Teacher
- A** Anti-discriminatory (online module on equality and diversity)
- T** Trainee Support
- U**) Unique to
- S**) Specialty

The training events were delivered at NIMDTA and on HSC Trust sites in partnership with Trust Education Departments. During 2014/15, 19 Supervisory Skills, 20 Teaching the Teacher and nine Trainee Support

Workshops were delivered. NIMDTA Specialty Schools provided workshops on changes in the curriculum, workplace assessments, supervisors’ reports and annual assessments which are unique to each specialty school.

In advance of the GMC Recognition and Approval of Trainers target of July 2016, NIMDTA has recruited eight Clinical Facilitators to assist in the delivery of the educational programmes which trainers require to have received training in to be eligible for signing off as an approved trainer for July 2016.

Dental trainers in the secondary care sector have also completed appropriate training to deliver training to Dental Core Trainees.

Training of GP Trainers

There are 221 General Practice trainers in 125 different training practices. There have been 22 new trainers appointed since April 2014 and four trainers have retired.

Each year there is continued interest from potential trainers who apply for and successfully complete the Learning and Teaching course. In 2014/15 a total of 31 GPs attended the Learning & Teaching Course. The course aims to provide basic training for a competent, confident teacher in General Practice by:

- Providing a facilitative learning environment;
- Involving participative and flexible learning methods;
- Supporting personal development;
- Developing skills of critical thinking and self-evaluation; and
- Modeling good educational practice.

GPs who complete the Learning and Teaching course, submit a portfolio and are successful at the practice visit become accredited trainers in GP. Those GPs then enter into a run through training programme for one year provided by NIMDTA to enhance one-to-one skills and group skills in advance of having a trainee in practice. This also allows for peer support.

Trainers regularly meet with their colleagues within their area group to share learning and receive training from Programme Directors on current issues. These locality (cell-based) learning days form part of the mandatory requirements for GP trainer re-accreditation along with three-yearly practice visits.

GP Trainers and Training Practices

Welcome to the GP Trainer page. We hope that you find the information provided on this page useful for your role as a GP Trainer. If you have any documents or useful links you would like to appear here, or you would be interested in helping to keep this page up to date, please contact gpspecialtytraining.nimdtahscni.net.

Essential Trainer Documents

- [Trainer Indemnity Letter](#)
- [Trainer SLA](#)
- [Trainer SLA - Process](#)
- [GP Trainee Contract](#) - All training practices who have a St2 or St3 will receive the contract from NIMDTA HR Department. It will be populated with the relevant personal details of the trainee (including salary scale and holiday entitlement).
- [GP Trainer Induction Booklet](#)
- [GP Trainer status of practitioners where the GMC is taking action through fitness to practise procedures](#)

FAQs

Please click on the links below for further information.

- ✓ [New Trainer Day 2015](#)
- ✓ [GP Trainer Development](#)
- ✓ [What are my commitments as a GPSt1 Educational Supervisor?](#)
- ✓ [Who is my Programme Director and how can I contact them?](#)

The Trainer Groups organise at least two training sessions per year. In the last year topics covered have included:

- Trainees in Difficulty;
- Equality Diversity and Opportunity Training; and
- E-portfolio training.

NIMDTA also provided training for the following groups:

- Clinical Supervisors in Out of Hours;
- Practice managers; and
- Peer review training for GP Trainers.

Training of Dental Foundation (and Core) Trainers

There is strong interest from Dental Foundation trainers for training delivered as part of their commitment to the process. In the last three years more than 25 trainers have also completed the Certificate in Clinical Education (Dental) that is run through QUB.

Training of GP Appraisers

NIMDTA Lead Appraisers have had two training days provided during 2014/15. The first day was a quality improvement training day, with the Programme Directors for specialty training. The second day included further training in quality improvement in general practice and a meeting with the GMC. Lead Appraisers hold quarterly meetings with their small group of Appraisers and also meet with the Regional Appraisal Co-ordinator on a regular basis.

NIMDTA held two full day training conferences for appraisers during 2014/15.

The first conference on 4 June 2014 at Mossley Mill, Newtownabbey included presentations on organisational culture and the new appraisal forms. Café conversations in the afternoon gave appraisers an opportunity to take part in discussions with Health and Social Care Board (HSCB), the Leadership Centre and GMC representatives, as well as the opportunity to discuss a number of areas including quality improvement, sessional doctors and appraisal and how to manage difficult appraisals. The evaluation of the day showed that more than 90% of appraisers felt that the presentations and workshops were good to excellent.

The second conference day on 20 November 2014 at White River House Hotel in Toomebridge included presentations on quality improvement activity and having difficult conversations. The latter gave a first

GP Appraisal Conference		Northern Ireland mdta Medical & Dental Training Agency
Thursday 20 th November 2014 White River House Hotel, Toomebridge		
09:00 - 09:30	Registration and Coffee	
09:30 - 09:45	Introduction and Welcome	Dr Fiona Allen Regional Appraisal Coordinator
09:45 - 10:45	What do you mean "Quality Improvement"?	Dr Nigel Hart Associate Director (GP Quality Improvement)
10:45 - 11:00	Updates	Dr Fiona Allen Regional Appraisal Coordinator
11:00 - 12:45	Having Difficult Conversations	Brid Hendron Dentist and Communication Coach
12:45 - 13:45	Lunch	
13:45 - 14:30	The Appraisal Interview	Belfast Group Appraisers
14:30 - 15:15	Simple Form 4's, Happy Appraisers	Northern Group Appraisers
15:00 - 15:15	Tea/Coffee	
15:15 - 16:00	What has appraisal ever done for us	Western Group Appraisers
16:00 - 16:30	Plenary and close	

introduction for many appraisers to neurolinguistic programming. The afternoon was coordinated by three of the Lead Appraisers and included presentations on the appraisal interview as well as new appraisal forms. Evaluation showed that more than 90% of appraisers felt that the conference presentations and workshops were good to excellent.

Training of Dental Professionals

The Dental Department provides a Continuing Professional Development programme for Dentists and Dental Care Professionals (DCPs) with 1,257 dentists and 1,716 DCPs registered with NIMDTA's on-line course management system.

Within 2014/15, 90 CPD courses were offered in various locations across Northern Ireland. These courses delivered over 2,000 educational opportunities for dental registrants. A concerted effort was made to ensure that the General Dental Council's recommended core subjects were appropriately addressed and delivered.

Course evaluations provided valuable feedback and assisted with the quality management of the courses. In 2014/15 the Dental Continuing Education Team also worked with the Public Health Agency to deliver a series of eleven courses related to Mental Health and Wellbeing. These courses were well attended with over 120 attendees provided with insight into this important topic.

Training of GPs

The GP Continuing Professional Development department has provided 15 courses for GPs in 2014/15. Evaluations from course attendees are very positive.

There were eight GPs on the GP Retainer scheme. The Retainer Scheme aims to give doctors the opportunity to work during a stage when they are not able to make a full-time commitment to General Practice. Retainees can keep up to date with medicine and develop their careers within a supportive clinical and educational environment until they are able to return to mainstream General Practice as a GP performer in either a partnership, salaried or sessional post.

The GP team along with the HSC Board has implemented a Career Development scheme for GPs being re-introduced to the NI GP workforce. This includes elements of induction, returning to practice and retention in General Practice. The scheme was piloted during 2014/15.

The GP Director also worked with the Northern Trust Dermatology Pilot to provide an educational governance framework for the scheme. The scheme seeks to up-skill and peer review participating GPs to manage dermatological conditions traditionally managed in General Practice. The scheme was delivered as a Locally Enhanced Service model. Outcome measures are very positive.

Training in Quality Improvement

Quality Improvement training has been provided for NIMDTA Foundation trainees for three years. The NIMDTA GP Department appointed an Associate Director in Quality Improvement in 2014. Quality Improvement training has now been introduced for NIMDTA GP trainees during 2014/15. These GP trainees are being provided with opportunities to use these skills in specific projects during their ST2 year.

NIMDTA set up a Quality Improvement Advisory Group in 2014/15. This group has piloted a workshop for NIMDTA Specialty trainees during 2014/15 with the aim of launching regular workshops on Quality Improvement for specialty trainees as part of the iQuest programme during 2015/16. It is also planned to incorporate a session on Quality Improvement as part of the Supervisory Skills mandatory component of the STATUS Recognised Trainers Training Programme during 2015/16. In addition, it is planned to launch a Quality Improvement workshop for all NIMDTA trainers during 2015/16.



NIMDTA held a Quality Improvement workshop for the Board, Educators and Administrative Staff to mark HSC Change Day. This workshop was led by Dr Nigel Hart.

Foundation and Specialty trainees have opportunities to put Quality Improvement skills into practise during their attachments to HSC Trusts. The South Eastern and Belfast HSC Trusts have very active Quality Improvement programmes within which NIMDTA trainees are given opportunities to be involved.

Next Year

1. NIMDTA is organising the annual educator flagship event for Friday 18 September 2015. This year for the first time this event will be run jointly with QUB on the theme of 'Transitions, Career Progression and Behaviour' with keynote speakers on 'Workplace Behaviour' and 'Quality Improvement', symposia on 'Transitions in a Clinical Career' and 'Career Progression' and nine workshops.
2. Dr John Collins, Associate Dean for Professional Support is organising an Advanced Trainee Support Workshop for Wednesday 18 November 2015 on the theme 'Supporting trainees – hearing the trainee'.
3. New workshops on leadership and facilitation for educators are planned for 2015-2016.
4. NIMDTA in response to the GMC new Generic Professional Capabilities Framework (<http://www.gmc-uk.org/education/27193.asp>) has completely re-designed its generic skills training for specialty trainees. iQuest is the name for this re-designed modular programme. There are 15 modules divided into three sets of five modules – with one set each being targeted at initial (CT1-2/3; ST1-2), intermediate (ST3-5) and final (ST6-8) years of specialty training. iQuest seeks to address the components of the GMC's Generic Professional Capabilities Framework, building on the generic skills programme delivered by the NI Foundation School and preparing trainees for the next steps in their career. iQuest is going to be launched by Dr Anne Kilgallen, Deputy Chief Medical Officer on Thursday 15 October 2015. Modules on Quality Improvement and Human Factors will be delivered on the Launch Day.

5. NIMDTA will be providing an induction and training event targeted at newly appointed Lay Representatives on Thursday 17 September 2015.
6. NIMDTA is planning to develop a workshop of Quality Improvement methodology and application for Recognised Trainers during 2015/16 and to incorporate a session on Quality Improvement within the Supervisory Skills module of STATUS – the Recognised Trainers’ Programme.
7. The newly appointed ADEPT Clinical Leadership Fellows will be carrying out Quality Improvements projects during their leadership training year and will be submitting these as part of their portfolio as they work towards a Level 7 Certificate in Leadership from the Institute of Leadership and Management. The ADEPT Fellows will be presenting their Quality Improvement Projects at a Presentation Day on Wednesday 15 June 2016.

3. Measuring the improvement

Quality 2020 Aim: We will improve outcome measurement and report on progress for safety effectiveness and the patient/client experience. We will promote the use of accredited improvement techniques and ensure that there is sufficient capacity and capability within the HSC to use them effectively

NIMDTA Board

NIMDTA is held to account by the DHSSPS through completion of reports and attendance at Accountability Reviews (Chair and Chief Executive). In addition, the Board completes a self-assessment annually and will be required to have its effectiveness as a Board to be audited by BSO Internal Audit during 2015/16.

The Chair of the Board is appraised annually by the Chief Medical Officer and the Chair in turn appraises the other members of the Board.

During 2014/15 two Board workshops have focused on safety and quality with sessions in May 2014 on quality indicators and in November 2014 on the Quality 2020 programme. In addition, Board Members attended a workshop on Quality Improvement with NIMDTA Staff in March 2015 to mark HSC Change Day. The Chair attended the Quality 2020 Stakeholder Forum in November 2014 and supported the presentation of Quality 2020 Task 13 on Establishing a Common Patient Safety Curriculum for Health and Social Care NI at the NICON (NI Confederation for Health and Social Care) conference in April 2015.

NIMDTA's Senior Management Committee members report to the Board on the quality of performance of NIMDTA's service and business departments.

NIMDTA Educators and Administrative Staff

The quality of performance of NIMDTA senior educators and senior managers is considered by formal appraisal annually. Administrative staff members are in turn appraised by Team Leaders in each department annually.

The performance of Heads and Deputy Heads of NIMDTA Specialty Schools is assessed during annual review of each Specialty School. The quality of training delivered by a NIMDTA training programme and the leadership of the training programme director is considered through review of the specialty training programme on a regular cycle.

NIMDTA Formal Training of Trainees

The quality of NIMDTA's provision of formal education is assessed through direct trainee feedback, National Trainee Surveys and success in examination results.

Feedback from trainees on NIMDTA formal education events is collected online using the Intrepid Course Management System which requires trainees to complete an assessment before a certificate of attendance is produced. Feedback from trainees is scrutinised and contributes to the strengthening and enhancing of these training days.

The GP department delivered 331 courses and training events for GP trainees at different levels in 2014/15. In the GP department in 2014/15, a total of 20 trainees sat their Applied Knowledge Test in October 2014 and all passed. A further 30 trainees sat the same test in January 2015 when 29 passed and one failed. During this year 63 trainees undertook the Clinical Skills Assessment with all passing. NI GP trainees outperformed trainees from all other regions of the UK in 2014/15.

There were very good results in professional specialty examinations for NIMDTA trainees in the specialty schools of Paediatrics, Psychiatry, Diagnostics (radiology and pathology) and Surgery. There are some examinations (e.g. MRCP part 1) where performance is lower than the average for the UK which is going to be targeted for improvement during 2015/16.

Learning and Development Agreements

NIMDTA has Learning and Development Agreements in place with each of the five HSC Trusts and Service Level Agreements with each GP Trainer to describe the responsibilities of each body in the management and delivery of postgraduate medical and dental education and training.

NIMDTA senior educators and administrators meet with the medical director and director of medical education of each HSC Trust at least annually to ensure that postgraduate medical and dental education and training is being effectively managed and to discuss any new developments or outstanding concerns. This is also an opportunity to identify and share good practice.

Training in Educational Units

NIMDTA is responsible to the GMC for managing and improving the quality of postgraduate medical education and training delivered in training practices (GP) and training units within the five HSC Trusts and the Public Health Agency.

NIMDTA oversees and coordinates its functions of Quality Management through the NIMDTA Quality Management Group which meets every two weeks. This Quality Management Group aims to monitor, manage and improve postgraduate medical education through a collaborative partnership with the Regulator (GMC), Local Education Providers and the other stakeholders.

The quality of delivery of postgraduate medical education and training is assessed by:

- Reviewing annual reports from NIMDTA Specialty Schools to assess appropriateness of action plans and to identify good practice to be shared with others
- Reviewing twice per year reports from Local Education Providers to assess appropriateness and progress of action plans and to identify good practice to be shared with others;
- Carrying out NIMDTA Visits (cyclical, interim progress and problem solving) to Local Education Providers which assess against the GMC standards;
- Carrying out programme reviews to assess training in the region for a specialty against the GMC standards; and
- Reviewing the results of the GMC Annual National Trainee Surveys.

During 2014/15, fifteen Deanery visits were made to inspect Foundation, Core and Higher Specialty training posts and units. In addition, there were seven province-wide Specialty Reviews.

These visits were categorised as:

Cyclical	16
Interim Progress (Follow-Up)	3 (2 Enhanced Monitoring)
Problem-solving	3 (1 Enhanced Monitoring)

There were Lay Representatives present at eleven visits and College/Specialty externality at fourteen visits.

Reports from the visits were reviewed and assessed by the Quality Management Group (QMG), taking account of LEP action plans before the Final Reports were released. The outcomes of these visits were shared with the HSC Board (through Liaison meetings), DHSSPS (through the Medical Education Policy Group) and the GMC (through the bi-annual Dean's Reports).

In addition to the visits organised by NIMDTA, educational units within NI were visited on two occasions as part of the GMC checks. As noted above there were three units where the GMC accompanied NIMDTA on a visit which is part of the GMC Enhanced Monitoring process for unresolved concerns.

NIMDTA was required to submit a Dean's Report to the GMC twice in 2014/15. The GMC in assessing NIMDTA's Dean's Report from April 2014 indicated that they agreed with 100% of NIMDTA ratings of identified concerns and 94% of status updates. In response to the October 2014 Dean's Report, the GMC agreed with 96.9% of NIMDTA's ratings and 95% of status updates. These percentages are well above the National Averages for Dean's Reports. For each report, the GMC described NIMDTA's work as being of a high standard and that the reports were clear and easy to understand. The GMC has also highlighted four items as being examples of good practice in our October 2014 Dean's Report.

The Dental Quality Management Group carries out a similar role and reports via the Dental Dean to the Senior Management Committee (SMC). The Annual Review of Competency Progression (ARCP) is completed for the Specialty Registrars with the outcomes reported to the SMC and Board. The Dental Foundation programme has three assessment points throughout the year and the outcomes of these are reported back through the SMC. The COPDEND National Dental Trainee Survey is carried out annually as part of the national process and the results are reviewed by the dental team in NIMDTA.

During 2014/15, the work of the QMG was audited in September-October 2014 by BSO Internal Audit. Internal Audit provided a satisfactory level of assurance. There were no Priority 1 weaknesses found and there were three Priority 2 weaknesses to address.

NIMDTA Trainee Progress and Revalidation

Each medical trainee is required to have their progress in training/performance reviewed annually (Annual Review of Competence Progression [ARCP]). The processes for conducting these annual reviews are described in the Foundation Reference Guide (Foundation) and the Gold Guide (Specialty Training). Panels are required to assess the adequacy of the evidence and documentation provided and to make a

judgement about a trainee’s suitability to progress to the next stage of training or to confirm if training has been completed satisfactorily.

In addition, the ARCP panel is required to consider a self-declaration form from the trainees (Enhanced Form R), supervisors’ reports and Employers’ Exit statements and decide if there are any concerns about a trainee’s ability to revalidate. Revalidation is the process by which licensed doctors are required to demonstrate on a regular basis that they are up to date and fit to practise. Each doctor has a Responsible Officer and has a connection to a designated body. The Responsible Officer is responsible for making recommendations to the GMC as to whether the doctor is up to date, fit to practise and should be revalidated. For doctors in training in NI, their designated body is NIMDTA and their Responsible Officer is the Postgraduate Medical Dean. Responsible Officers for doctors in training, base their recommendations on the outcomes of the ARCP process.

Exception Exit Report - to be completed by the Employing Trust (must be typed)

Trainee Forename:		Trainee Surname:		GMC Number:	
Speciality:			Grade:		
Start Date	End date	Details of Employment/Placements/Locum			
Details of Concerns/Investigations:					
Does this trainee have any conditions or undertakings placed on them by the GMC or other organisation?					YES / NO
If YES, are they complying with those GMC conditions/undertakings?					YES / NO / N/A
Has this trainee been excluded or suspended from work?					YES / NO
Investigation of Health, Conduct, Capability	This trainee has been involved in a formal health, conduct or capability investigation by GMC, NCA, Police, Deanery or Trust.				YES / NO
	This has been concluded satisfactorily with no unresolved concerns about this trainee's health/conduct/capability.				YES / NO
Please give a brief summary of the investigation(s):					
Investigation of Serious Untoward Incident / Significant Event	This trainee has been involved in formal Serious Untoward Incident/Significant Event investigation (incident resulting in death or harm to a patient, staff, visitor or member of the public or damage to the reputation of a healthcare provider)				YES / NO
	This has been concluded satisfactorily with no unresolved concerns about this trainee's fitness to practise				YES / NO
Please give a brief summary of the investigation(s):					

Complaints	This trainee has been named in complaint(s)	YES / NO
	This has been concluded satisfactorily with no unresolved concerns about this trainee's fitness to practise or conduct.	YES / NO
	Please give a brief summary of the complaint(s):	
Other Concerns or Comments (not relating to areas above)		
To be completed by Medical Director or agreed medically qualified deputy:		
Signature		Date
Full name		Job Title
Name of the Organisation		GMC Number

Reminder: In all circumstances a copy of this report should be shared with the trainee doctor

Therefore there are two decisions made at each ARCP panel – a decision about whether the trainee can progress to the next year of their training or complete training and a decision as to whether there are any concerns about their revalidation.

An ARCP panel must contain at least three members appointed by the Specialty Training Committee. In addition, where an unsatisfactory outcome is anticipated, the panel should contain a senior Deanery representative, an external advisor and a lay representative.

Reports are requested from the lay and external representatives on NIMDTA ARCP panels on the processes and outcomes of the ARCPs and any learning from these reports is considered at the Quality Management Group and changes are made to the ARCP policy and to the teaching contained in ARCP workshops for lead educators.

NIMDTA processes and procedures regarding revalidation recommendations for trainees are overseen at the NIMDTA Revalidation Operational Group whose membership, in addition to NIMDTA senior educators and administrators, includes trainee, lay, HSC Trust and GMC representatives.

In the year 2014/15, a positive revalidation recommendation was made for 164 doctors in training (50 for GP trainees and 114 for Hospital Specialty Trainees) bringing the total of positive recommendations for doctors in training in NI since revalidation began to 336 (116 for GP trainees and 220 for Hospital Specialty Trainees). All requests for deferral of the recommendation made for doctors in training (219) were made as a consequence of their Certificate of Completion of Training date having moved from the time they were first appointed to their programme, due to changes in the length of time their training was taking place over. There were no doctors in training who required notification to the GMC of non-engagement with the revalidation process.

GP appraisal

All General Medical Practitioners in NI must undertake an annual appraisal to maintain their status on the NI GP Performers' List. NIMDTA co-ordinates and manages the process of GP Appraisal in NI and works in partnership with the DHSSPS and the Health & Social Care Board (HSCB) under the guidance of a Central Board of Management. The governance arrangements are underpinned by a Service Level Agreement and Communications Protocol with the HSCB which are updated annually.

New appraisal forms were introduced in 2014. NIMDTA appraisers quickly adapted to their use and all Appraisal Form 4s are now written in the new format. The Form 4 is used to record what is discussed, any issues and agreed actions between the GP and the Appraiser. The Form 4 is then used to create a Personal Development Plan. Appraisees also adapted to using the new forms and these have been widely accepted and generally well received.

NIMDTA appraised 1,545 GPs in 2014-15. NIMDTA worked effectively with HSCB to facilitate the Responsible Officer in making revalidation recommendations to the GMC for 578 GPs in NI during 2014/15.

The NIMDTA appraisal team met with the HSCB revalidation team quarterly. This provided the opportunity for information sharing between the two groups and also for team building.

Next year

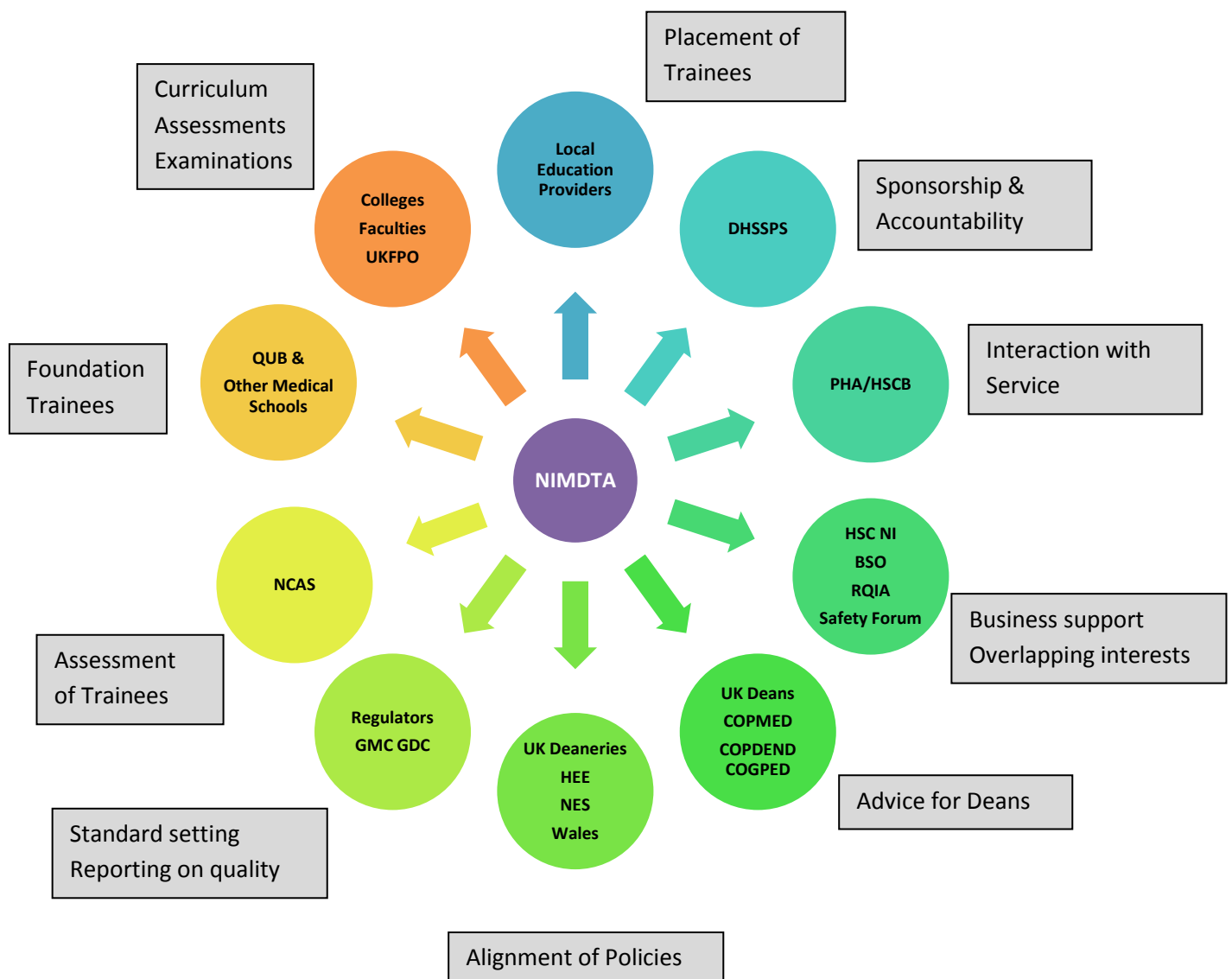
1. The NIMDTA Quality Management Group is organising joint meetings with the QUB Quality Management Team during 2015/16 in preparation for a GMC Regional Visit in 2017 to assess undergraduate and postgraduate medical education and training in NI.
2. NIMDTA is going to be piloting Quality Indicators of Core Medical Training units developed by the Joint Royal College of Physicians Training Board during 2015/16. NIMDTA is continuing its pilot of Quality Indicators for Core Surgery Training which commenced during 2014/15 for a further year.
3. During 2015/16 BSO Internal Audit will be auditing Board Effectiveness, the Recruitment and Selection of Lay Representatives and the Preparedness for the GMC Recognition of Trainers milestone of July 2016 to have all trainers in NI fully recognised.
4. MRCP Part 1 examination preparation and trainee preparedness is to be targeted for improvement during 2015/16.
5. New GMC Standards for Training are being introduced in January 2016 which will require alterations to NIMDTA visit proformas, visit report form and HSC Trust and Training Programme report forms.

4. Raising the standards

Quality 2020 Aim: We will establish a framework of a clear evidence-based standards and best practice guidance. We will establish dynamic partnerships between service users, commissioners and providers to develop, monitor and review

Partnership Arrangements

To carry out its roles effectively, NIMDTA needs to work closely with HSC Trusts, Medical Royal Colleges and Faculties, the Workforce Policy Directorate, DHSSPS (Sponsor Branch), CMO, CDO, commissioners (PHA/HSCB), HSC Safety Forum, Business Services Organisation (BSO - Internal Audit, Legal Services, HSC Leadership Centre, Clinical Education Centre), Regulation and Quality Improvement Authority (RQIA), Queen’s University of Belfast (QUB) and other medical schools, national regulators (GMC, GDC), National Clinical Assessment Service (NCAS), UK Foundation Programme Office (UK FPO), postgraduate education professional bodies (COPMED, COPDEND, COGPED, UK Business Managers’ Forum), postgraduate education bodies in other parts of the UK (Health Education England, NHS Education for Scotland and the Wales Deanery) and doctor and dentists organisations (BMA, BDA).

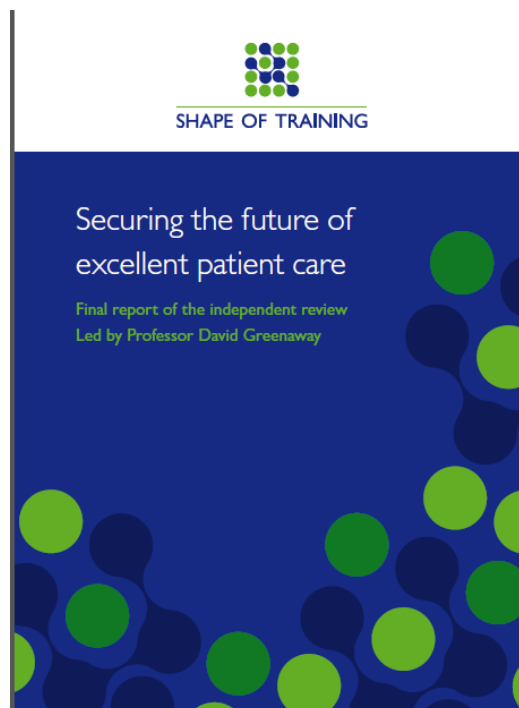


NIMDTA Contributions

NIMDTA contributes to the development and dissemination of standards and best practice guidelines through the participation of NIMDTA representatives in a wide range of National, GMC, DHSSPS and Regional groups as detailed below.

During 2014/15, NIMDTA representatives participated in **National** groups and events regarding postgraduate medical and dental education:

UK Medical Education Scrutiny Group
UK Foundation Programme Board
UK Foundation Curriculum Group
UK Medical Education Database Development Group
Academy of Royal Colleges' Education Committee
Conference of Postgraduate Medical Deans (COPMED)
Committee of Postgraduate Dental Deans and Directors (COPDEND)
Committee of GP Education Directors (COGPED)
COPMED Business Managers' Forum
COPMED Revalidation Steering Group
COPMED Revalidation Operational Group
COPMED Professional Support Group
COGPED/RCGP Partnership Group
COGPED/General Practice Committee Liaison Group
MDRS Quality and Standards Group
MDRS Medical Careers Working Group
RCGP Curriculum Development Group
RCGP Assessment Committee
RCGP Specialty Advisory Committee
Shape of Training Workshop on Blurring Primary/Secondary Care (Thursday 11 September 2014)
Shape of Training Workshop on Credentialing (Tuesday 30 September 2014)
UK Recognition of Trainers Forum (Thursday 25 September 2014)
Organisation of Economic Co-Operation and Development Review of Health Care Quality in the UK (Friday 19 September 2014)



During 2014/15 NIMDTA representatives participated in working groups and events organised by the **General Medical Council:**

Equivalence Advisory Group
National Trainee Surveys Group
Quality Leads Group
Regional Advisory Forum
CoDeFaLe Group (set up by the GMC in conjunction with Colleges (Co), Deaneries (De), Faculties (Fa) and LETBs (LE) to streamline Out of Programme Processes for all Deaneries and LETBs).
Education Roundtable Conference (Monday 9 June 2014)
NI Medical Professionalism Conference (Thursday 18 December 2014)
4-Nation Recruitment Outcomes sign off (Wednesday 11 February 2015)

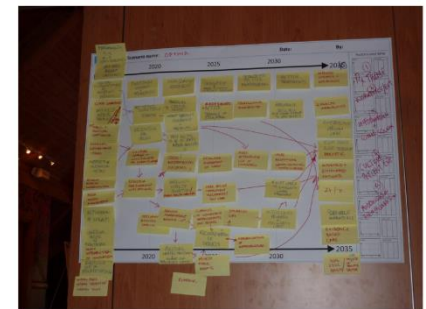
National Training Survey Comments System (Friday 27 February 2015)
During 2014/15, NIMDTA representatives participated in **DHSSPS** groups and events:

Medical Education Policy Group
Medical Leaders' Forum
Responsible Officers' Forum
Confidence in Care Revalidation Delivery Board
Library Advisory Group

Privacy Advisory Committee
Death Certification Implementation Working Group
Central Medical Advisory Committee
Employer Liaison Group
DHSSPS Medical Workforce Planning Review (Friday 23 May 2014)
Quality 2020 Stakeholder Forum (Thursday 13 November 2014)
Annual Quality Reports (Wednesday 14 January 2015)
Quality 2020 Workshop (Friday 6 March 2015)



Scenario poster



During 2014/15, NIMDTA representatives participated in **regional** groups and events

QUB-NIMDTA-Belfast Trust Clinical Academic Training Board
Northern Ireland Confederation for Health and Social Care (NICON)
PHA Medical Directors' Group
Quality 2020 Implementation Steering Group
eHealth Project Board
Board Liaison Group
Faculty Medical Leadership and Management (FMLM) Regional Conference Organising Committee
Postgraduate Medical Education Forum
BMA JDC/NIMDTA Liaison Group
NIMDTA/PHA/HSCB Liaison Group
NIMDTA/QUB Liaison Group
RQIA Stakeholder Summit (Monday 19 May 2014) – Independent Review of Arrangements for Management and Coordination of Unscheduled Care in the Belfast Trust
College of Emergency Medicine Regional Summit (Monday 9 June 2014)
Health and Social Regulation: working together to keep people safe (Wednesday 11 June 2014)
Visit of the President of Royal College of Physicians London (Wednesday 1 October 2014)
Sir Liam Donaldson – Expert Examination of the Application of HSC Governance Arrangements (13 November 2014)
Faculty of Medical Leadership and Management (FMLM) NI Conference – Medical Leadership and Quality Improvement (Friday 14 November 2014)
Regional Unscheduled Care Task Group (Thursday 19 March 2015)



NIMDTA Response to Donaldson Report Recommendations

Recommendation 1

We recommend that all political parties and the public accept in advance the recommendations of an impartial international panel of experts who should be commissioned to deliver to the Northern Ireland population the configuration of health and social care services commensurate with ensuring world-class standards of care.

NIMDTA was disturbed to read the comments from the Review Team that:

"A proportion of poor quality, unsafe care occurs because local hospital facilities in some parts of Northern Ireland cannot provide the level and standard of care required to meet patients' needs 24 hours a day, 7 days a week".

NIMDTA, as the Deanery in NI for postgraduate medical education and training is accountable to the GMC for ensuring that the standards set by the GMC for postgraduate medical education and training, contained in the Trainee Doctor are achieved in NI (GMC The Trainee Doctor www.gmc-uk.org/Trainee_Doctor.pdf_39274940.pdf). These GMC standards cover 9 domains including patient safety, delivery of curriculum, support and development of trainees and educational resources and capacity. Implicit within these standards is the need for trainees to have the opportunity to acquire up-to-date medical knowledge, skills and practical experience in a supportive and well supervised environment where care, safety and experience of patients is of high quality.

NIMDTA and Quality 2020

NIMDTA contributes to the Quality 2020 agenda through the involvement of Professor Keith Gardiner (Postgraduate Medical Dean) and Dr Claire Loughrey (Director of General Practice) as members of the Quality 2020 Implementation Team and the eHealth Project Board.

Professor Keith Gardiner is one of the task leads for Quality 2020 Task 13: Establishing a Common Patient Safety Curriculum for Health and Social Care NI. This task is to consult, agree and introduce a common curriculum for patient safety in undergraduate and postgraduate education programmes for health and social care in Northern Ireland. This group brings together undergraduate and postgraduate educational leaders in pharmacy, nursing and medicine in Northern Ireland with universities, training agencies, HSC Trusts and HSC Arm's Length Bodies. Professor Keith Gardiner has presented progress on the Task to the overarching DHSSPS Quality 2020 Steering Group on Friday 30 January 2015, has discussed Task 13 at a café conversation at the NICON conference (22 April 2015) and presented the work of the group to the Improver Network of Northern Ireland on 15 May 2015.

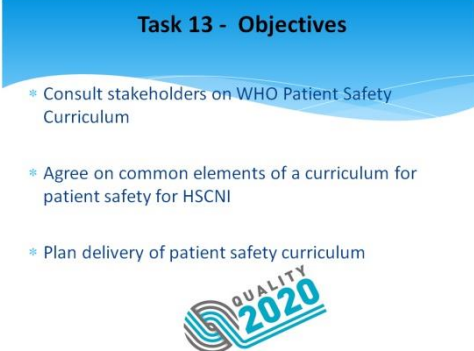
During 2014-15, NIMDTA representatives also participated in the Quality 2020 Stakeholder Forum (Thursday 13 November 2014), an Annual Quality Reports Review meeting (14 January 2015) and a Quality 2020 Workshop (Friday 6 March 2015).

NIMDTA clinical radiology, emergency medicine and foundation trainees are participating in an eHealth project (Experior) to develop an online formative assessment tool to accelerate learning in the interpretation of plain Xrays. NIMDTA obstetric and gynaecology trainees are participating in the development of an eLearning tool to improve the interpretation of cardiocographs (records of fetal heart beat and uterine contractions during labour). NIMDTA foundation trainees have been involved in Quality 2020 Task 14 – Harmonising Logistics – which is aimed at developing strategies to minimise variations in practice that junior doctors face when moving between different HSC Trusts in NI.

NIMDTA and National Quality Improvement Work


Professor Keith Gardiner and Dr Claire Loughrey have been appointed to the inaugural cohort of the Health Foundation Q initiative. This initiative aims to make it easier for people from all parts of the health care system to enhance their skills and make tangible benefits for patients. Professor Keith Gardiner and Dr Claire Loughrey will be working with just over 100 Q Fellows from across the UK to design, refine and test this initiative so that it is ready for wider recruitment in 2016

Professor Keith Gardiner participated as an external critical friend on a NHS Scotland Quality Improvement Hub visit to NHS Education for Scotland on 26 November 2014 as part of the Building a QI Infrastructure programme. The aims of this visit were to provide an opportunity for critical friends to collaborate, coach and challenge the organisations visited in their thinking and planning.



Task 13 - Objectives

- * Consult stakeholders on WHO Patient Safety Curriculum
- * Agree on common elements of a curriculum for patient safety for HSCNI
- * Plan delivery of patient safety curriculum



NIMDTA and External Views

NIMDTA recruited a team of 21 lay representatives in 2012/13 to provide external scrutiny and contribute to a number of different Deanery activities. These activities included recruitment and selection panels, assessment panels (ARCP / Record of In Training Assessment), deanery visits and appeal panels. A further four Lay representatives were recruited during 2014/15.

All lay representatives were required to prepare a report for NIMDTA on the processes and outcomes of the activity that they took part in.

The annual Lay Representative Forum was held in September 2014. Lay Representative Induction for the new lay representatives was held on 27 March 2015. During 2014/15, a Lay Representative Handbook was developed by the Quality Management Group.

NIMDTA also receives externality by inviting educators from other parts of the UK to observe and take part in Deanery visits to educational units, in annual review panels to assess progress of trainees and for appeal panels. Each of these representatives was asked to prepare a report for the Postgraduate Dean on the processes and outcomes of the activity that they took part in.

NIMDTA also receives external views from the GMC during check visits (there were two of these carried out in 2014/15), Enhanced Monitoring visits (there were two of these carried out in 2014-15) and through feedback from the GMC Scrutiny Group on NIMDTA's reports to the GMC.

NIMDTA also receives information from the GMC on how NIMDTA trainees perceive training in NI compared with other regions of the UK (GMC National Training Survey) and on how well NIMDTA trainees progress through their training (Annual Review of Competence Progression), succeed at examinations or succeed in their applications to enter specialty training.

The work of NIMDTA is subject to audit by the Business Services Organisation Internal Audit team throughout each year. During 2014/15, the work of NIMDTA's Trainee Support Review Group was audited in April 2014. A satisfactory level of assurance was provided with no Priority 1 weaknesses and four Priority 2 weaknesses to address.

Northern Ireland Medical and Dental Training Agency
Lay Representative Training Programme
 Thursday 18th September 2014
 Seminar Room, NIMDTA



9.00 am	Arrival and Registration	
9.15 am	Welcome and Introductions	Mr Oliver Boylan
9.30 am	Recent developments: Recognition and Approval of Trainers	Dr Richard Tubman
9.45 am	Recent developments: GMC enhanced monitoring, undermining, educational environment	Dr Ian Steele
	How we responded to you last year	Dr Richard Tubman
10.15 am	Lay Representatives group discussion – your chance to share ideas, concerns, good practice	Mr Oliver Boylan
11.15 am	Feedback to NIMDTA from discussion	All
11.30 am	Coffee/Tea Break	
11.45 am	Visits process – update on quality management and Lay role	Dr Richard Tubman
12.00 am	Lay role – reports, feedback	Dr Richard Tubman – Group work
12.45 pm	Wrap Up	Mr Oliver Boylan



16 January 2015
 Professor Keith Gardiner
 NIMDTA
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 42 Beechill Road
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 350 Euston Road
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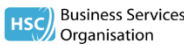
Dear Keith

Thank you for your Dean's Report. It has been a busy year for everyone, and we greatly appreciate the time and effort you and your team have put into collecting and preparing this submission.

Overall summary

Thank you for the high standard of your DR, the clear layout and the explanation for each item made it easy to understand.

We agree with 95.9% of your RAG ratings. The range across all LETBs is 67-100% and the average is 92. We agree with 95% of your status. The range across all LETBs is 67-100% and the average is 90%.




Providing Support to Health and Social Care

INTERNAL AUDIT UNIT - BELFAST OFFICE
 2 Franklin Street
 Belfast
 BT8 8DQ
 TEL: 028 9520028

NORTHERN IRELAND MEDICAL AND DENTAL TRAINING AGENCY
QUALITY MANAGEMENT 2014/15

FINAL REPORT

1. Lay Representative Training	10/20/2014
2. Lay Representative Induction	10/20/2014
3. Management Committee Minutes	11/10/2014
4. Lay Representative Handbook	11/10/2014



In October 2014 the work of NIMDTA’s Quality Management Group was audited. There were no Priority 1 weaknesses with two Priority 2 weaknesses to address. In January 2015, the allocation of junior doctors and dentists was audited by BSO. There were no Priority 1 weaknesses with three Priority 2 weaknesses to address.

The feedback received from the Lay Representatives, external educators, GMC and internal audit are all fed back to the Quality Management Group where best practice and learning are used to improve policies, processes and actions. All weaknesses identified by BSO Internal Audit were addressed.

NIMDTA and Communication with Trainees

NIMDTA actively seeks feedback from trainees and involvement of trainees in NIMDTA Committees.

NIMDTA engages with and listens to trainees in a number of ways:

1. **NIMDTA Surveys of Trainees.** NIMDTA conducts surveys of trainees before carrying out visits to the units in Local Education Providers that they are allocated to. These surveys inform the visiting team and are discussed at NIMDTA’s pre-visit briefing sessions of the Visiting Team.
2. **GMC Surveys of Trainees.** The GMC conducts an Annual Survey of Trainees. NIMDTA strongly supports the GMC in maximising the response rate of trainees in NI to this survey. NIMDTA reviews and distributes the results of this survey and provides responses to the GMC. 99.7% of NIMDTA trainees completed the survey in 2014/15. Fifteen patient safety and two undermining concerns were raised by trainees.
3. **NIMDTA visits to Local Education Providers.** NIMDTA has a rolling five yearly visiting cycle to visit all the training units in NI. Visits to the Dental Hospital-based training units occur on a three year cycle. During these visits, NIMDTA meets with trainees in peer groups to listen to their views in a confidential setting. Concerns raised by the trainees are discussed anonymously with trainers and fed back on the day to the Educational and Clinical Leaders in the Local Education Provider and included in NIMDTA’s visit reports.
4. **Trainee Representatives.** NIMDTA includes trainee representatives in the membership of the Training School Boards (Foundation, General Practice, Specialty, Dental Foundation, Hospital Dentistry) which oversee the delivery of postgraduate medical education in each programme. NIMDTA also includes trainee representatives in appropriate Sub-Committees (Revalidation Steering Groups, Less Than Full Time Training Committee, Clinical Academic Training Committee).
5. **Trainee meetings.** NIMDTA Educators meet with individual trainees to listen to concerns, discuss career choices and provide support.

Dear All

Please see the provisional final NTS response rate, by deanery/LETB. Overall scores are at the bottom.

NB. these figures aren't final yet as we'll be doing post-survey data cleansing this week, which may result in slight changes to

Deanery/LETB	Number of trainees	Survey complete
Health Education North West (North West)	3,756	3,678 (99.9%)
Health Education South West (Severn)	2,053	2,021 (99.8%)
Health Education East of England	3,251	3,178 (99.7%)
Northern Ireland Medical & Dental Training Agency	1,669	1,636 (99.7%)
Health Education Kent, Surrey and Sussex	3,578	3,513 (99.6%)
Health Education North West (Mersey)	2,438	2,390 (99.6%)
NHS Education for Scotland (East Region)	490	466 (99.4%)
Wales Deanery	2,374	2,306 (99.1%)
Health Education North Central & East, North West and South London	9,646	9,380 (98.8%)
Health Education Thames Valley	1,797	1,751 (98.8%)
Health Education East Midlands	3,190	3,076 (98.7%)
Health Education Yorkshire and the Humber	4,745	4,555 (98.5%)
NHS Education for Scotland (South-East Region)	1,320	1,289 (98.5%)
NHS Education for Scotland (West Region)	2,590	2,531 (98.4%)
Health Education South West (Peninsula)	1,514	1,457 (97.9%)
NHS Education for Scotland (North Region)	727	698 (97.2%)
Health Education North East	2,657	2,538 (97.1%)
Health Education West Midlands	4,510	4,315 (96.9%)
Health Education Wessex	2,102	1,999 (96.4%)
Defence Postgraduate Medical Deanery	273	259 (94.9%)
Pharmaceutical Medicine	110	101 (94.4%)

The Foundation School has an active and well established Foundation Doctors' Forum which promotes inclusion of Foundation doctors' views in regional working groups and sends representatives to national meetings thus linking with other foundation doctors in other regions. Representatives of this forum are full members of the Foundation School Board and include a Final year Medical student along with an F1 and an F2 doctor. Issues pertaining to Foundation doctors are highlighted through this Deanery level reporting structure. The Foundation School links directly with the recruited and selected Foundation Programme Directors based in the LEPs, three times a year. Opportunities exist to discuss areas of good practice and directly influence how they are disseminated in the region.

During 2014/15, NIMDTA set up a Trainee Forum bringing together trainee representatives from all the Dental, Foundation, GP, and Hospital Specialty School Boards to provide a better opportunity for trainee views and feedback to be heard and to ensure that training in NI is delivered to the highest standard with the overarching aim of enhancing patient care.

From August 2014 a Foundation Weekly Update has been circulated to all F1 doctors, F2 doctors and Foundation contacts. The objective of the Foundation Weekly Update is to streamline communication to all Foundation doctors, trainers in contact with Foundation doctors and all in health and medical education in Northern Ireland who are in contact with Foundation doctors.

All information is presented in 'bite sized' chunks of information relating to current issues relevant to front line healthcare staff. Regular features include topics such as Foundation e-portfolio and ARCP reminders; Healthcare news and information alerts; Foundation and Specialty Recruitment information; regional Generic Skills mandatory training information for all F2 doctors; information relevant to Foundation Programme trainers and those who act as supervisors; GMC information and new publications; Northern Ireland regional initiatives and their roll out; Academic opportunities and educational meetings; celebrating the success of current and past NIFS Foundation doctors.

The information is confined to one A4 page and contains the key weekly messages relevant to all involved in Foundation Programme training in Northern Ireland.

NIMDTA and Trainee Opportunities

NIMDTA worked closely with QUB, Board Liaison Group and the Ulster Medical Society (UMS) to promote opportunities for clinical trainees to undertake academic training, to be involved in scholarly activity and to present their research work. During 2014/15, NIMDTA has partnered

Welcome to the Foundation Weekly Update

Friday 13 February 2015

Experior Medical is a Belfast based IT company, working with radiologists in Northern Ireland. Together they have developed a teaching and assessment system to help doctors become more competent at common x-ray interpretation. This system is being trialled through NIMDTA and all F2s are invited to take part in this assessment starting on Tuesday 17 February 2015 with an interactive session. Are you up for the challenge? Lunch is being provided for all participants during planned Safeguarding sessions. Remember to bring your internet enabled device to experience EXPERIOR.



Ms Lisa Moore and Dr Muhammad Sartaj are grateful to all the F2 doctors who contributed ideas and participated in discussions with them at the regional Foundation Generic Skills sessions last year. Doctors in the early part of their training rotate frequently and are exposed to different systems. They can more readily appreciate the similarities and differences they have experienced

working in Trusts across the region. The combined responses of F2 doctors will be brought to the Quality 2020 Implementation Team and this input will help focus efforts on the need for quality improvements projects to improve efficiency and contribute to Patient Safety within hospitals in Northern Ireland.



Annual Junior Doctors' Prize Evening

Thursday 20 November 2014
North Lecture Theatre, MBC, QUB

Programme

7:30pm	Welcome & Introductions	Ulster Medical Society
7:35pm	<u>Oral Presentations:</u> (10 min slots) Dr Rona Anderson (FY1) Dr Virginia Christodoulou (FY2) Dr Gareth Lewis (ST6 Nephrology) Ms Sandra McAllister (SpR Plastic Surgery) Mr Stephen McCain (LAT General Surgery)	Chair: Dr Colin Mathews
8:30pm	Award of Poster Presentation Prize	
8:45pm	Award of Oral Presentation Prize	
9:00pm	Concluding Remarks	

with QUB to run Research Opportunities Symposia for trainees in April 2014 and March 2015 and an all-day workshop on Evidence-Based Medicine in September 2014.

In November 2014, NIMDTA partnered with QUB and UMS to promote and organise a very successful Junior Doctors' Prize Evening.



Prize-winning NIMDTA Trainees with the President of the Ulster Medical Society at the Junior Doctors' Prize Evening

The number of Academic Clinical Training Fellows/Lecturers has been increased from three to four new appointees per year as a result of support from the Board Liaison Group (BLG) to provide the out of hours banding for Academic trainees. For the first time in 2015, dental trainees will also be eligible for appointment as Academic Clinical Fellows or Lecturers.

NIMDTA representatives helped to organise a very successful Regional Conference of the Faculty of Medical Leaders and Managers in November 2014 which provided trainees with the opportunity to present their work on quality improvement.

NIMDTA trainees have been given opportunities to participate in RQIA reviews of Unscheduled Care, Stroke Services, Palliative Care, Brain Injury Services and Diabetic Retinopathy Screening.

Professor Keith Gardiner acted as a judge in the Belfast Trust annual STEP programme presentations of quality improvement projects by specialty trainees on 3 June 2014.



NIMDTA Clinical Leadership Fellows' Programme (ADEPT)

During 2014/15, NIMDTA set up a NI Clinical Leadership Fellows' Programme (ADEPT) in conjunction with the GMC, RQIA, HSCB, HSC Safety Forum, HSC Leadership Centre and HSC Trusts. This programme aims to develop organisational and leadership skills in postgraduate medical trainees to enable them to undertake future roles as clinical leaders.



ADEPT: Clinical Leadership Fellows Programme: Launch and Open Evening
NIMDTA, Beechill House, 42 Beechill Road, Belfast
Wednesday 18 March 2015

5.00 – 5.10 pm	Welcome and Opening Remarks	Dr Paddy Woods, Deputy Chief Medical Officer
5.10 – 5.20 pm	Background, Overview & Aims	Professor Keith Gardiner, Postgraduate Dean
5.20 – 5.30 pm	Leadership Development Programme	Mr William Young, Deputy Head, HSC Leadership Centre
5.30 – 5.40 pm	Application and Recruitment	Dr Ian Steele, Associate Postgraduate Dean
5.40 – 5.50 pm	Experience as a Medical Project Officer	Ms Lindsay Damkat-Thomas, Plastic Surgery Trainee (NI)
5.50 – 6.00 pm	GMC Clinical Leadership Fellow (NES)	Dr Achyut Valluri, Renal Trainee (Scotland)
6.00 – 7.00 pm	Meet the Sponsors and Fellows	



Some of the Speakers at ADEPT Launch

From LtoR:

Dr Steele; Dr Valluri; Ms Damkat-Thomas; Mr Young; Dr Woods

Each Leadership Fellow will undertake one or more specific projects in a host organisation under supervision, attend leadership training and be provided with opportunities to network and learn with healthcare colleagues. The programme was launched by Dr Paddy Woods, Deputy Chief Medical Officer on 18 March 2015 with the first cohort of eight Clinical Leadership Fellows to commence the programme on 5 August 2015.



ADEPT Trainees 2015/16

Next Year

1. NIMDTA representatives will be involved in a Task and Finish Group to develop a Regional Approach for Filtering Face Piece (FFP3 Mask Fit testing).
2. NIMDTA representatives will again be involved in organising a Regional Conference on behalf of the Faculty of Medical Leadership and Management on 12 November 2015 – Learning to Improve.
3. NIMDTA will be partnering with the UMS and QUB to organise a Research Prize evening for trainees on Thursday 5 November 2015.
4. NIMDTA representatives will be supporting an Academy of Medical Sciences Workshop on Developing a Career in Academic Medicine on Wednesday 11 November 2015.
5. NIMDTA in conjunction with HSC Leadership Centre and the Board Liaison Group will host a Presentation Day for the ADEPT Clinical Leadership Fellows on the quality improvement projects that they have been carrying out during the year on 15 June 2016.
6. Trainee and Educator achievements will be announced on the NIMDTA website.
7. NIMDTA will participate in a RQIA Review of Quality Improvement Systems (Wednesday 16 September 2015).
8. NIMDTA Educators Professor Keith Gardiner and Dr Claire Loughrey will be participating as members of the Founding Cohort of the Health Foundation Q initiative. The aim of this initiative is to make it easier for people from all parts of the health care system with expertise in quality improvement to share ideas, to enhance their skills and to make changes that bring tangible benefits for patients.

5. Integrating the care

Quality 2020: We will develop integrated pathways of care for individuals. We will make better use of multidisciplinary team working and shared opportunities for learning and development in the HSC and with external providers.

While NIMDTA is not directly involved in delivery of care for individuals, NIMDTA promotes integrated care through engagement with Transforming Your Care which is the overarching road map for change in the provision of health and social care services in Northern Ireland

(<http://www.dhsspsni.gov.uk/index/tyc.htm>).

During 2014/15, NIMDTA received an update from Ms Pamela McCreedy, Director of Transforming Your Care at HSCB at the Specialty Lead Educators' Forum, met with the external consultant team from KPMG who were reviewing the implementation of Transforming Your Care (September 2014) and kept in touch with developments in Integrated Care Partnerships through membership of the Integrated Care Partnerships Stakeholder Reference Group.

NIMDTA promotes multidisciplinary team development through the Dental Continuing Professional Development (CPD) programme for Dentists, Dental Care Professionals and for Dental Teams.

This CPD programme continued to be popular, with 1,257 dentists and 1,716 DCPs registered with NIMDTA's on-line course management system. Within 2014/15, 90 CPD courses were offered in various locations across Northern Ireland. These courses delivered over 2,000 educational opportunities for dental registrants. Course evaluations provided valuable feedback and assisted with the quality management of the courses. In 2014/15 the Dental Continuing Professional Development Team also worked with the Public Health Agency to deliver a series of eleven courses related to Mental Health and Wellbeing. These courses were well attended with over 120 attendees provided with insight into this important topic.

NIMDTA lead educator Dr Sandra McNeill has also been appointed as RCOG Global Project Engagement Officer and will be supporting global health volunteers to promote women's health.

Royal College of Obstetricians & Gynaecologists

Support our work
Find out how you can help us improve women's health worldwide

Global network

Minutes

MEETING: Specialty Lead Educators Forum
DATE: Friday 20 March 2015
TIME: 2.00pm
VENUE: Boardroom, Beechill House

Presentation: Guest Speaker: Ms Pamela McCreedy, Director of Transforming Your Care

Ms Pamela McCreedy, Director of Transforming Your Care attended the meeting to present on the Transforming Your Care programme, and what it means for those who provide the service and service users.

Her presentation focused on the challenges ahead, how reform could be and is being delivered, and how the introduction of Integrated Care Pathways will enable all those involved in providing care to work more closely together on a collaborative basis to improve efficient and effective service delivery and provide better outcomes for patients. An example of how services have been improved for users and patients is the Electronic Care Record. Feedback on this initiative has been excellent.

It was agreed that it would be important and valuable to involve trainees in some of the TYC projects. Dr Cathy Jack is chairing the Care Pathways Review and this would be an ideal area for trainee involvement. It was widely acknowledged that specialities should encourage trainees to get involved in planning and leadership.

Dr Steele thanked Ms McCreedy for attending the meeting and sharing the work of TYC.

Dental Course Programme September 2014 – March 2015

Book at www.nimmdta.gov.uk

Dentist Team DCP

Date	Dentist Course / Team Course	DCP Course	Core
Friday 19 September 2014	CPD Team Study Day - Radiography, Infection Control, Cardiac Emergencies & Oral Cancer Stephen Briggs, Suzanne Linn*, East Goulston, Anne O'Brien, Elaine Fugard Meeting Room, ECOS Centre, Brangarooke Road, Bangor, BT6 3DA	9:30am - 4:30pm Dentist - £110 DCP - £30	○
Monday 22 September 2014	Where do I Stand? Bryan Harvey Whitmore Suite, Arden Civic Centre, 56 Stike Way, Arden, BT14 3UB	1:30pm - 4:30pm Dentist - £70 DCP - £20	○
Tuesday 23 September 2014	Infection Prevention & Control in Dental Practice: What Do I Need to Know? Amanda Jackson & Elaine Fugard Oak Room, Lagan Valley Island (Lisburn Civic Centre), The Island, Lisburn, BT27 4HL	1:30pm - 5:00pm Dentist - £70 DCP - £20	○
Wednesday 24 September 2014	Principles & Practice of Root Canal Retreatment Justin Barnes & Mark Lapan School of Dentistry, Belfast - To be Confirmed	9:30am - 12:30pm £100	
Wednesday 24 September 2014	Principles & Practice of Root Canal Retreatment Justin Barnes & Mark Lapan School of Dentistry, Belfast - To be Confirmed	1:30pm - 4:30pm £100	
Wednesday 24 September 2014	Practical IR/ME/R & the Dental Team Barbara Lamb Millennium Room, Millennium Forum, 3 Newmarket Street, L'Derry, BT45 6EB	7:00pm - 8:30pm Dentist - £25 DCP - £12	○
Thursday 25 September 2014	Practical Aspects of IR/ME/R Barbara Lamb Millennium Room, Millennium Forum, 3 Newmarket Street, L'Derry, BT45 6EB Dentist - £10 DCP with Radiography Qualification - £20	9:30am - 4:30pm	○

New appointment – Dr Sandra McNeill FRCOG, Global Project Engagement Officer

We are delighted to announce the appointment of Dr Sandra McNeill FRCOG to the position of Global Project Engagement Officer. This is a new role within the Global Health faculty which will take over from the Global Fellowship Officer post. Sandra will be involved in supporting global health volunteers as well as helping to coordinate some of the new projects that are coming up for the RCOG this year.

Sandra is taking over from Dr Sonia Barnfield MRCOG who has provided excellent clinical support for the RCOG's volunteer fellowships over the past three years, particularly with our partners, VSO. We would like to warmly thank Sonia for her contribution and support for the RCOG's global health work.



NIMDTA runs generic skills training sessions for its 250 Foundation Year 2 doctors and for 1,100 Specialty Trainees on multi-disciplinary team working.


iQuest

Improving Quality and Understanding to Enhance Specialty Training

Northern Ireland
mdta
Medical & Dental Training Agency

Generic Professional Capabilities for NIMDTA Specialty Trainees

**FOUNDATION GENERIC SKILLS
MODULE 5: Teamwork**



TIME	SESSION	FACILITATOR
09.30 - 10.45	Characteristics of an Effective Team The Underperforming Team Member	Mr Oliver Boylan/ Dr Kathleen Logan
10.45 - 11.00	BREAK	
11.00 - 12.30	Belbin Questionnaire Foundation Team Task	Mr Oliver Boylan/ Dr Kathleen Logan
12.30 - 13.30	LUNCH	
13.30 - 14.00	Fraud Awareness	Rachel Murphy/ Counter Fraud and Probity Services Business Services Organisation
14.00 - 15.00	Variations in the processes in individual hospitals	Dr Muhammad Sartaj Lisa Moore Public Health Agency
15.00 - 16.30	Social Styles in Teamwork Essential Communication Skills	Olwen Sheridan

<p>12. Building High Performance Teams GPC 5</p> <p>All day workshop (Ms Jena Crawford, HSC Leadership Centre & Mr Oliver Boylan, NIMDTA)</p> <p><u>Aims of workshop</u></p> <ul style="list-style-type: none"> To understand what being in a high performance team looks like To appreciate the stages of team development To consider the importance of role modelling, mutual respect and trust to team performance To explore how to evaluate team performance To reflect on the concepts of engaging leadership and organisational performance
<p>13. Clinical Leadership – Understanding the Financial Context GPC 5</p> <p>Half-day workshop (Ms Jena Crawford, HSC Leadership Centre; Mr Kevin Corr, Belfast HSC Trust)</p> <p><u>Aims of workshop</u></p> <ul style="list-style-type: none"> To understand HSC Funding To examine the commissioning cycle and the role of the Health and Social Care Board To understand how to write an Investment Proposal
<p>14. Clinical Leadership- Improving Services and Managing Transformational Change GPC 5</p> <p>Full day workshop (Ms Jena Crawford, HSCLC, Mr Hugh McCaughey, Mr Charlie Martyn, Mr David Hill SE HSC Trust)</p> <p><u>Aims of workshop</u></p> <ul style="list-style-type: none"> To examine the concepts of transformational and adaptive leadership To appreciate how to inspire and influence others to transform To recognised and apply quality improvement frameworks and methodologies

NIMDTA lead educators Dr Mary Murnaghan (Head of School of Obstetrics and Gynaecology) and Dr Sandra McNeill (Deputy Head of School of Obstetrics and Gynaecology) have been appointed as Workplace Behaviour Champions for Northern Ireland by the Royal College of Obstetricians and Gynaecologists (RCOG). The aim of this project is to improve workplace behaviour by addressing undermining and bullying behaviour in the workplace.

Next Year

1. On 18 September 2015, during NIMDTA’s annual education event for educators, this year run jointly with Queen’s University of Belfast, we will be running workshops on Dental Multi-professional Education, Inter-professional education (nursing and medicine) and Teaching and Training in an Integrated Care Partnership.
2. On 20 October 2015, NIMDTA will be running a joint workshop with the Northern Ireland Practice and Education Council for nursing and midwifery (NIPEC) to explore collaborative working and training.
3. NIMDTA is to launch a new generic skills training workshop on teamwork for intermediate level specialty trainees – Leading a Team on Call – as part of the new iQuest programme (Improving Quality and Understanding to Enhance Specialty Training).

References

COGPED: Committee of GP Education Directors

<http://www.cogped.org.uk/>

COPDEND: UK Committee of Postgraduate Dental Deans and Directors

<http://www.copdend.org/>

COPDEND: Quality Development of Postgraduate Dental Training in the UK 2012

http://www.copdend.org/content.aspx?Group=guidance&Page=guidance_quality%20development%20of%20postgraduate%20dental%20training%20in%20the%20uk%202012

COPDEND Standards for Dental Educators

http://www.copdend.org/data/files/Downloads/COPDEND_Standards%20high%20resolution.pdf

COPMED: Conference of Postgraduate Medical Deans of the UK

<http://www.copmed.org.uk/>

GMC Quality Improvement Framework

http://www.gmc-uk.org/Quality_Improvement_Framework.pdf_39623044.pdf

GMC The Trainee Doctor

http://www.gmc-uk.org/Trainee_Doctor.pdf_39274940.pdf

GMC Good Medical Practice

http://www.gmc-uk.org/static/documents/content/Good_medical_practice_-_English_0914.pdf

Foundation Reference Guide and Curriculum 2012

http://www.foundationprogramme.nhs.uk/download.asp?file=FP_Curriculum_2012_Updated_for_Aug_2015_-_FINAL.pdf

A Guide to Postgraduate Specialty Training in the UK (Gold Guide Fifth Edition)

<http://specialtytraining.hee.nhs.uk/news/the-gold-guide/>

Abbreviations

ACF	Academic Clinical Fellows
ACL	Academic Clinical Lecturers
ADEPT	Achieve, Develop, Explore Programme for Trainees
ALS	Advanced Life Support
ARCP	Annual Review of Competence Progression
BDA	British Dental Association
BLG	Board Liaison Group
BMA	British Medical Association
BMA JDC	British Medical Association Junior Doctors' Committee
BSO	Business Services Organisation
CoDeFaLe	Colleges, Deaneries, Faculties and LETBs Group
COGPED	Committee of General Practice Education Directors
COPDEND	Committee of Postgraduate Dental Deans and Directors
COPMED	Conference of Postgraduate Medical Deans
CPD	Continuing Professional Development
CCT	Certificate of Completion of Training
CT	Core Trainee
DCP	Dental Care Professional
DHSSPS	Department of Health, Social Services and Public Safety
Form R	Registration Form (for trainees with NIMDTA)
FMLM	Faculty of Medical Leadership and Management
GDC	General Dental Council
GMC	General Medical Council
GP	General Practice
HEE	Health Education England
HSC	Health and Social Care
HSCB	Health and Social Care Board
iQuest	Improving Quality and Understanding to Enhance Specialty Training
LEP	Local Education Providers
LETB	Local Education and Training Board
MRCP	Membership of the Royal College of Physicians
NCAS	National Clinical Assessment Service
NES	NHS Education for Scotland
NICON	Northern Ireland Confederation for Health and Social Care
NIMDTA	Northern Ireland Medical and Dental Training Agency
NIPEC	Northern Ireland Practice and Education Council (for nursing and midwifery)
PHA	Public Health Agency
QMG	Quality Management Group
QUB	Queen's University of Belfast
RCGP	Royal College of General Practitioners
RCOG	Royal College of Obstetricians and Gynaecologists
RQIA	Regulation and Quality Improvement Authority
SLA	Service Level Agreement

ST	Specialty Trainee
STATUS	NIMDTA'S Recognising Trainers Programme (Selection; Training; Appraisal; Transfer of data; Underperformance Management; Support)
TSRG	Trainee Support Review Group
UK FPO	UK Foundation Programme Office
UMS	Ulster Medical Society