

**Northumberland Tyne and Wear NHS Foundation Trust
Annual Dean's Quality Meeting**

Date: 25 March 2015	Time: 9.30 am	Venue: Jubilee Theatre, St Nicholas Hospital, Gosforth
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Attendees from HENE:	
Professor Namita Kumar (Chair)	Postgraduate Dean
Dr Graham Rutt	PSPC Director
Mr David Turner	Quality Lead
Mr Paul Chapmin	Lay Representative
Dr Adrian Lloyd	Head of School, School of Psychiatry
Dr Bob Barber	QM Lead, School of Psychiatry

Attendees from the Trust:
Dr Bruce Owen (DME), Claire Shaw (Head of HR), Dee Smith (Medical Education Manager), Karen Peverell (Education Centre Manager) Showcasing items; Dr Yemi Adekunle (Teaching Fellow), Dr Mary Jane Tacchi, Deputy Medical Director (Revalidation & CPD), Dr Jo Parry (Higher Trainee)

Executive Summary

The HENE visiting team were reassured that the quality of education and training delivered by the Trust meets the standards required by the GMC as regulator. A number of data sources are taken into account when making this assessment and the Trust were thanked for their engagement with HENE in the past year and look forward to developing this further.

Reflected in the Trusts SAR and QIP feedback, and presented as part of showcasing, HENE would like to commend the focus the Trust provides to training at all levels and the preparation of senior trainees for consultant practice. Showcasing included appropriate and relevant training, with trainees taking a lead role in order to improve reflection, knowledge and skills.

The challenges of the transforming service programme and changes to reporting structures were recognised, along with the importance of protecting the quality of education and training. HENE remain assured that appropriate levels of supervision are in place.

The Trust, HENE and/or the Lead Employer Trust working together in order to proactively raise and address any concerns in relation to education and training will ensure a robust approach to managing issues, concerns and sharing ideas.

The Self-Assessment Report and Quality Improvement Plan submitted by the Trust triangulates well with information from other sources. Discussions and responses to the items raised as part of the ADQM supported the idea that all main issues were being actively managed.



Item No.	Discussion	Action
1	<p>Welcome and introductions with Trust representatives involved in showcasing</p> <p>Dr Mary Jane Tacchi, GP and higher trainee development Dr Tacchi provided an overview of a Trust led 2 day course with the aim of preparing trainees for becoming consultants. The course is run twice with content including a focus on practicalities covering managing meetings and mock interviews as well as leadership theory. The Trust is aiming to do different things compared to TEWV. There were 30 attendees and feedback had been positive with some development ideas which will be reviewed and included for next year.</p> <p>Action; Consider aspects for wider sharing of the initiative including the chairing of meetings component which could be suitable as HENE wide training.</p> <p>The Trust provided an update on GP update meetings - a course for established GPs with a focus on collaborative working covering, for example, medically unexplained symptoms.</p> <p>The Trust highlighted a difficulty in confirming funding. Professor Kumar confirmed that the link is via the taskforces; with the mental health taskforce to consider funding bids and that the process is discussed at the medical and dental sub-group. A region wide / bigger event would be a sensible approach.</p> <p>Dr Joanne Parry, STEPS (Simulation Training in Emergency Psychiatry) Following RAMPS course Dr Parry provided an overview of the training including the development of scenarios based on SUI's to promote learning and improvements with a link to curriculum (examples include substance misuse and conducting a seclusion review). The training includes 6 scenarios with others watching via a video link.</p> <p>There are future aims to deliver training to teams across the organisation. The links and consideration of the HENE and HEE vision / mission was commended. Funding (TEWV and NTW) is via the faculty of patient safety bid.</p> <p>Dr Yemi Adeknute, Simulation Training – communications skills – Mental Health tribunals Dr Adeknute highlighted a recent increase in tribunals and a need to increase skills in preparing for and contributing to the tribunal process. Training includes support in writing statements and attending tribunals, covering structure, process, skills and competencies in writing and presenting the case.</p>	Trust / HENE

	<p>Case examples are used (with consent) using a live case example with a panel providing feedback. A pre and post survey is carried out to measure the effectiveness and impact of the training.</p> <p>Asking tribunals for feedback on the quality of reports would also be beneficial but it was recognised that it is difficult to do given the structures and processes involved. Including law students could be an option to explore.</p> <p>Recognising different learning styles the training supports learning by looking at reflective practice; understanding, reasoning, and structure, factors that impact on the quality of reflection and potential improvements.</p> <p>The role of the trainer was discussed including the importance of supervision, guidance and review of the quality of reflection.</p>	
2	Welcome and introductions	
3	<p>SAR & QIP Feedback Report:</p> <p>Professor Kumar gave an overview and discussed the highlights contained in the SAR and QIP feedback report for 2015.</p> <p>The Trust confirmed that SAR and QIP feedback had been to the Board and the report has been read and commented on.</p> <p>Overall, HENE felt that the Trust could flag its successes and positive work in more detail as part of reporting.</p> <p>The feedback report identified the following items to be discussed at ADQM:-</p> <p>Update on transforming services</p> <p>The Trust confirmed that the clinical service development is on-going with 3 specialist areas of planned care alongside inpatient care. Planned care included a review of the model and which services are delivered – this has been implemented South of Tyne.</p> <p>The Trust highlighted a reduction in medical members of the team but confirmed there was a clear criteria for changes to posts and for protecting education and training. Some desk and office space issues were being managed and there was re-assurance that this will be resolved. There is a senior clinician’s office available but this continues to be monitored.</p> <p>The capacity to train will remain with some potential to increase. Trainee/trainer ratio is approximately 2:1 with a number of consultants who aren’t trainers but are keen to be involved. Representation at some management meetings includes an additional lead type post noting availability difficulties of clinical roles.</p>	

	<p>A move for the team to move into workforce and HR is on-going including a review of some line management lines. The budget will still sit with the DME for medical education.</p> <p>Regionally, Professor Kumar's experience suggests generalising arrangements in this way can reduce standards. It was recognised that this was an operational management arrangement with adequate supervision, safety and resources.</p>	
4	<p>GMC National Training Survey Results</p> <p>There were no triple red outliers to review.</p> <p>Triple greens in; Child and adolescent psychiatry regional teaching It was noted that the focus on regional teaching is a wider indicator.</p> <p>The Trust confirmed that the 3 year trends displayed in this way were useful. HENE noted that Foundation training is a particular strength across the organisation.</p> <p>HENE confirmed that question for handover is changing and considered to be an improvement. Badging or labelling of activity such as teaching and handover is very important to ensure full recognition regarding what trainees are involved in and the activity they are undertaking.</p>	
5	<p>Please present an update on any significant developments within your QIP, including progress against actions for all items RAG-rated red.</p> <p>Items have been addressed throughout the agenda and all current flags are progressing. An updated QIP will be provided at the end of March 2015.</p> <p>The Trust is currently reviewing OOH. There is a resident on call consultant system as part of the service reconfiguration process. Recent feedback (around half received) looking at supervision demonstrates improvements in terms of adequate supervision being in place and this will continue to be monitored.</p>	
6	<p>Bullying and Undermining;</p> <p>Red outlier for Benton House Child and Adolescent Psychiatry;</p> <p>This has been difficult to explore with uncertainty around whether or not this relates to the trainer. This is currently being explored with no other signals from other sources to suggest an issue.</p> <p>HENE confirmed that the results are made up of all grades in a particular post (results by post for undermining outliers).</p>	

	<p>The suggestion was made to explore staff survey results and triangulation of other professional groups.</p>	
	<p>Lead Employer Trust</p> <p>Apologies from the LET - no significant issues had been flagged by the LET for the HENE team to discuss. The Trust had a number of issues to highlight including;</p> <ul style="list-style-type: none"> • The rate of change including the HR LET link with a high rate of handover and turnover of staff • The rate at which the Trust were informed of changes • Issues with management report, banding, communications • Confusion regarding trainee numbers being incorrect, LTFT included • Trainees not receiving details about working location (reported to trust), late notification, including GP programmes. <p>Medical staffing echoes this.</p> <p>HENE highlighted the routes and forums available to discuss and report the issues raised but noted these may not have been recently reported direct to the LET.</p> <p>Action; feedback to LET and GP programme</p>	<p>HENE</p>
	<p>GP expansion – for discussion</p> <p>There was discussion on the supporting GP expansion document.</p> <p>The Trust confirmed that taster sessions are available and the importance of an awareness and appropriate promotion for specialty careers.</p> <p>Expanding the foundation programme training and considering Balint groups has the potential to include GP trainees. Including community sessions in all posts will hopefully provide a balance and ensures the link to community placements.</p> <p>There was discussion around rotation options and considering either Psychiatry or GP noting that South Tyneside allows both.</p> <p>Delivering Psychiatry with NUTH has improved and funding has been confirmed. Training in the foundation programme at NUTH was discussed and exposing those who don't go into a community post to ways of working is being expanded.</p> <p>Undergraduate education is looking at joint work for teaching in nursing homes and a potential model for undergraduates in Psychiatry rotations to link into EMI type homes with joint teaching with GP.</p>	

	There will be representation at the Undergraduate curriculum review.	
	<p>Trainer Database and Process – Update / Discussion</p> <p>HENE confirmed that a new trainer concerns policy was about to be shared with the medical and dental sub group which covers the management of trainer concerns, linked to the trainer accreditation policy.</p> <p>Action; DME to review and email NK with any feedback or queries on the policy</p> <p>HENE was aware of some difficulty in gathering the list of trainers for the database, including a request to consultants to identify their role in education after the deadline for the database submission (which linked to a GMC return).</p> <p>HENE confirmed that the database should be live, and managed throughout the year and appreciated that there were a number of ways to manage and record the list. Because of this a few contacts at other Trusts could be shared, and the Trust agreed that this would be useful.</p> <p>Action; DT to share Trust contacts where advice may be sought on options / best practice in managing trainer accreditation.</p>	<p>Trust</p> <p>HENE (DT)</p>
	<p>Prescribing Task and Finish group (includes Implementation of SCRIPT E-learning module)</p> <p>When trainees join the Trust they complete e learning for prescribing and Assessments are via trainers as a core competency as part of WPBA. The Trust confirmed one incident and part of the learning included using e learning.</p> <p>The Trust confirmed that the education team receive all SUI's and those they are reviewed with the DME to ensure issues and actions are highlighted. HENE confirmed that this item was highlighting that the tool is available and that it is multi-professional.</p>	
	<p>Learning and development agreement (LDA)</p> <p>Documents were shared to make the education team aware that a contract between HENE and the Trust exists. The Trust would let HENE know if they had any ideas for the document (examples could include reference to the educational lead role).</p> <p>Action; The DME will email NK on a number of suggestions mainly to re-enforce some of the points.</p>	Trust

Action points

Item	Action	Owner	Timescale
1	<p>Dr Mary Jane Tacchi, GP and higher trainee development Dr Tacchi provided an overview of a Trust led 2 day course with the aim of preparing trainees for becoming consultants</p> <p>Action; Consider aspects for wider sharing of the initiative including the chairing of meetings component which could be suitable as HENE wide training.</p>	Trust / HENE	Sep16
2	<p>Lead Employer Trust</p> <p>The Trust had a number of issues to highlight</p> <p>Action; feedback to LET and GP programme</p>	HENE	Mar15
3	<p>Trainer Database and Process – Update / Discussion</p> <p>Action; DME to review and email NK with any feedback or queries on the policy (<i>management of trainer concerns</i>)</p>	Trust	Apr15
4	<p>Trainer Database and Process – Update / Discussion</p> <p>Action; DT to share Trust contacts where advice may be sought on options / best practice in managing trainer accreditation.</p>	HENE (DT)	Apr15
5	<p>Learning and development agreement (LDA)</p> <p>Action; The DME will email NK on a number of suggestions mainly to re-enforce some of the points.</p>	Trust	Apr15

Record of discussions and actions completed by	David Turner ECQ Lead
Record of discussions and actions confirmed by HENE team	Mr Pete Blakeman, Clinical Quality Lead
Record of discussions and actions confirmed by on behalf of Trust	

Final version signed off by Chair
Professor Namita Kumar
Postgraduate Dean
Date: