

# South Thames Foundation School Prospectus

Programmes Commencing August 2020



Developing people  
for health and  
healthcare

[www.hee.nhs.uk](http://www.hee.nhs.uk)

Prospectus commencing August 2020

[lonkssfoundation.hee.nhs.uk/stfs](http://lonkssfoundation.hee.nhs.uk/stfs)

London and KSS PGMDE Support Portal

[lasepgmdesupport.hee.nhs.uk/support/home](http://lasepgmdesupport.hee.nhs.uk/support/home)

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# Introduction

## Welcome

The South Thames Foundation School is large, with about 1700 F1 and F2 programmes in 18 NHS acute trusts and 6 mental health trusts. Our prospectus aims to provide all the relevant information about foundation training in STFS for those considering their options. We hope that you find it useful.

Additional information is on our website:

[lonkssfoundation.hee.nhs.uk/stfs](http://lonkssfoundation.hee.nhs.uk/stfs)

## STFS Team



**Professor Jan Welch**  
**Director**

### Director

#### **Professor Jan Welch MBE, FRCP, FAcadMED, FRCOG (Hon)**

Jan Welch qualified in 1980 from St Thomas's, and became a consultant in HIV and sexual health at King's College Hospital in 1991. She has long had an interest in medical education and became Director of Postgraduate Medical Education at King's in 1998 before her appointment as director of the South East Thames Foundation School in 2005, and subsequently director of STFS, formed by the merger of the two south Thames schools.

From the 1990s Professor Welch also worked with the police and national bodies to develop services for people who have been sexually assaulted. The first such service, the Haven Camberwell, opened in 2000 and was followed by similar centres at St Mary's Paddington and the Royal London Hospital; together the Havens now provide 24/7 services for all of London.

In 2006 she was appointed MBE for services to violence against women and in 2016 as honorary Professor of Postgraduate Medical Education by King's College London.

### Deputy Director

#### **Dr Mark Cottee MBBS, FRCP**

Mark Cottee qualified in 1986 from Guy's. He subsequently trained in Geriatric and General Medicine in various hospitals throughout the south east and spent one year working in New Zealand. In 1996 he was appointed as a consultant and senior lecturer in Geriatric Medicine at St George's Hospital and Medical School.

Dr Cottee has developed a strong interest in undergraduate and postgraduate education since his appointment as a consultant. He has served as college tutor for St George's and programme director for Geriatric Medicine for nearly 15 years. At undergraduate level he is head of teaching in Geriatric Medicine and ageing and is chair of the board of finals examiners.



**Dr Mark Cottee**  
**Deputy Director**



**Dr Paul Reynolds**  
**Deputy Director**

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## Deputy Director

### **Dr Paul Jonathan Reynolds, BSc (Hons), MB BS (Hons), FRCP, FRCPE, PG Cert in Medical Education**

Dr Paul Reynolds is a Consultant Physician for the Elderly and was appointed to work in Tunbridge Wells in 1993, aged 32. He dually accredited in General Internal Medicine and Geriatric Medicine in 1993 and continues to be involved with the Acute Medical On-Call rota and Stroke Thrombolysis rota.

He trained at Guy's Hospital qualifying in 1985 and was awarded his Full Blue for Rugby for Guy's Hospital in 1982. After qualifying he did his House Officer jobs at Pembury Hospital and then Guy's Hospital, before undertaking his post-graduate medical training in Wessex, getting his MRCP in 1988. He worked as a Senior Registrar in Southampton and Bournemouth in Geriatric Medicine and Cardiology. Following his appointment to Tunbridge Wells in 1993, he became Clinical Director of Medicine for Tunbridge Wells in 1997, before being appointed Associate Medical Director for Medicine and Emergency Medicine for Maidstone and Tunbridge Wells when the two Trusts merged in 2000. He continued in this role until 2007.

In 2007 after 10 years of Medical Management, he chose to change his career path and formerly moved into Medical Education, with him becoming RCP College Tutor for Tunbridge Wells, then Clinical Tutor and STFS FTPD in 2010. Since then he has been the Foundation year One TPD and has helped his Trust to run and re-organise their Foundation Programmes to achieve the challenges of the Broadening of the Foundation Programme.

# STFS contact details

## Health Education Team

### STFS staff structure

Prof Jan Welch	Foundation School Director
Dr Mark Cottee	Deputy Director
Dr Paul Reynolds	Deputy Director
Ms Cathy Fuller	PA to Foundation School Director

**Telephone:** 020 7125 7163

## The Foundation Team

Matthew King	Senior Delivery Manager
Stuart Morris	Operations Manager
Ralph De Ley	Officer (Focusing on KSS Trusts)
Richard Geddes	Officer (Focusing on South London Trusts)
Andrew Goodhand	Senior Administrator
David Jarvis	Administrator
Molly Norton-Bragg	Administrator
Paige Arnold	Administrator
Sarah Tubb	Apprentice Administrator

## Contact Details

Health Education England  
Stewart House  
32 Russell Square  
London  
WC1B 5DN

**Telephone:** 020 7866 3216

Trust and Trainee enquiries need to be submitted via the London and KSS  
PGMDE Support Portal (PSP):

[lasepgmdesupport.hee.nhs.uk/support/home](https://lasepgmdesupport.hee.nhs.uk/support/home)









## What is a foundation school?

Foundation training is a two year programme acting as the bridge between undergraduate medical education and further training to become a general practitioner or specialist. Foundation schools oversee the training of the foundation doctors (FDs) in that school.

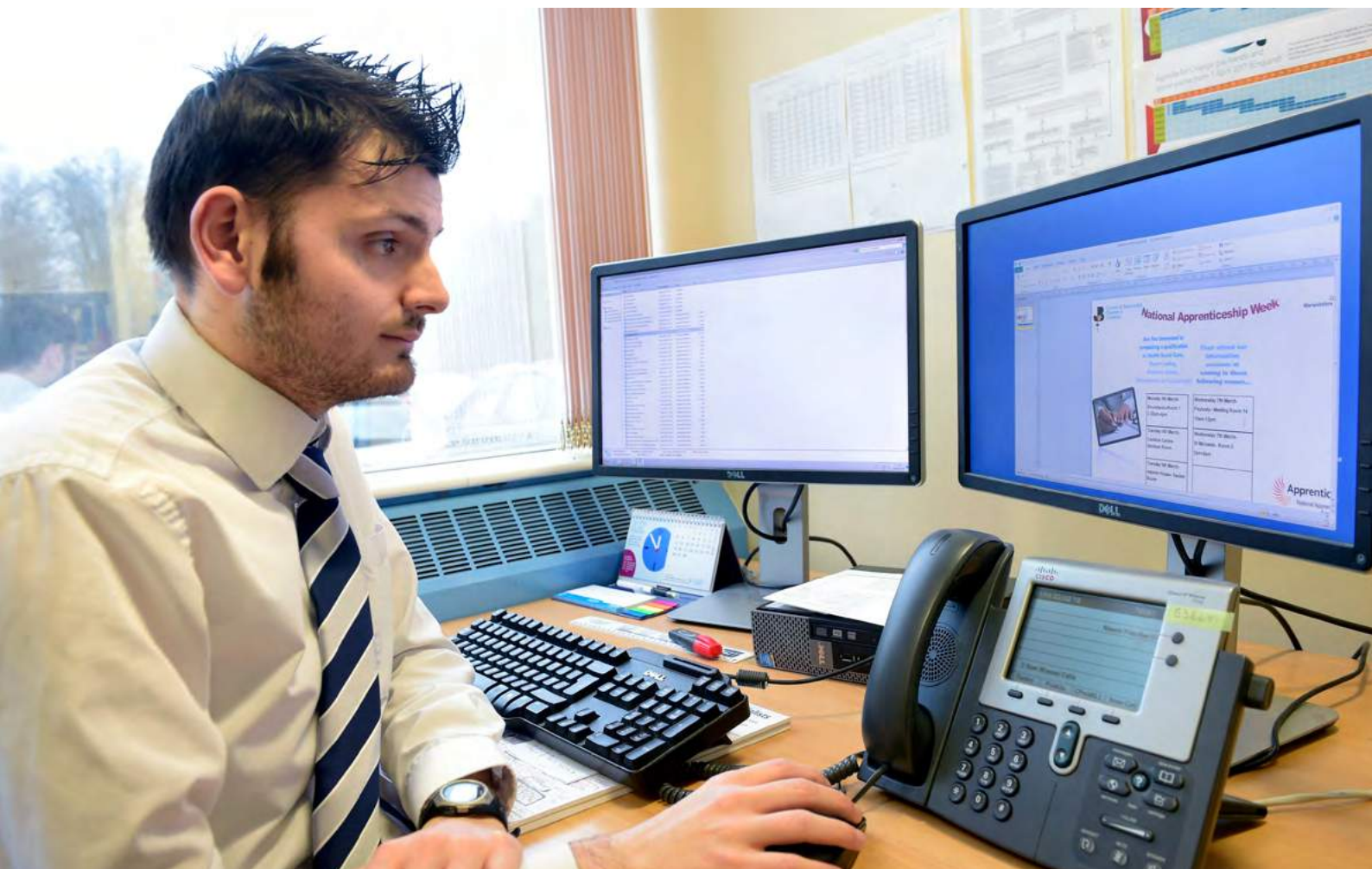
They bring together local medical schools, local education and training boards (LETBs), trusts and other organisations involved in training doctors.

[www.foundationprogramme.nhs.uk](http://www.foundationprogramme.nhs.uk)

## The UK Foundation Programme Office (UKFPO)

The UK Foundation Programme Office provides a central information point for medical schools, foundation schools, foundation doctors and the faculty involved in foundation training.

The aim of the UKFPO is to develop and promote innovative training methods, such as e-learning and the electronic portfolio, as well as to develop and administer the recruitment and programme allocation system throughout England, Northern Ireland, Wales and Scotland.

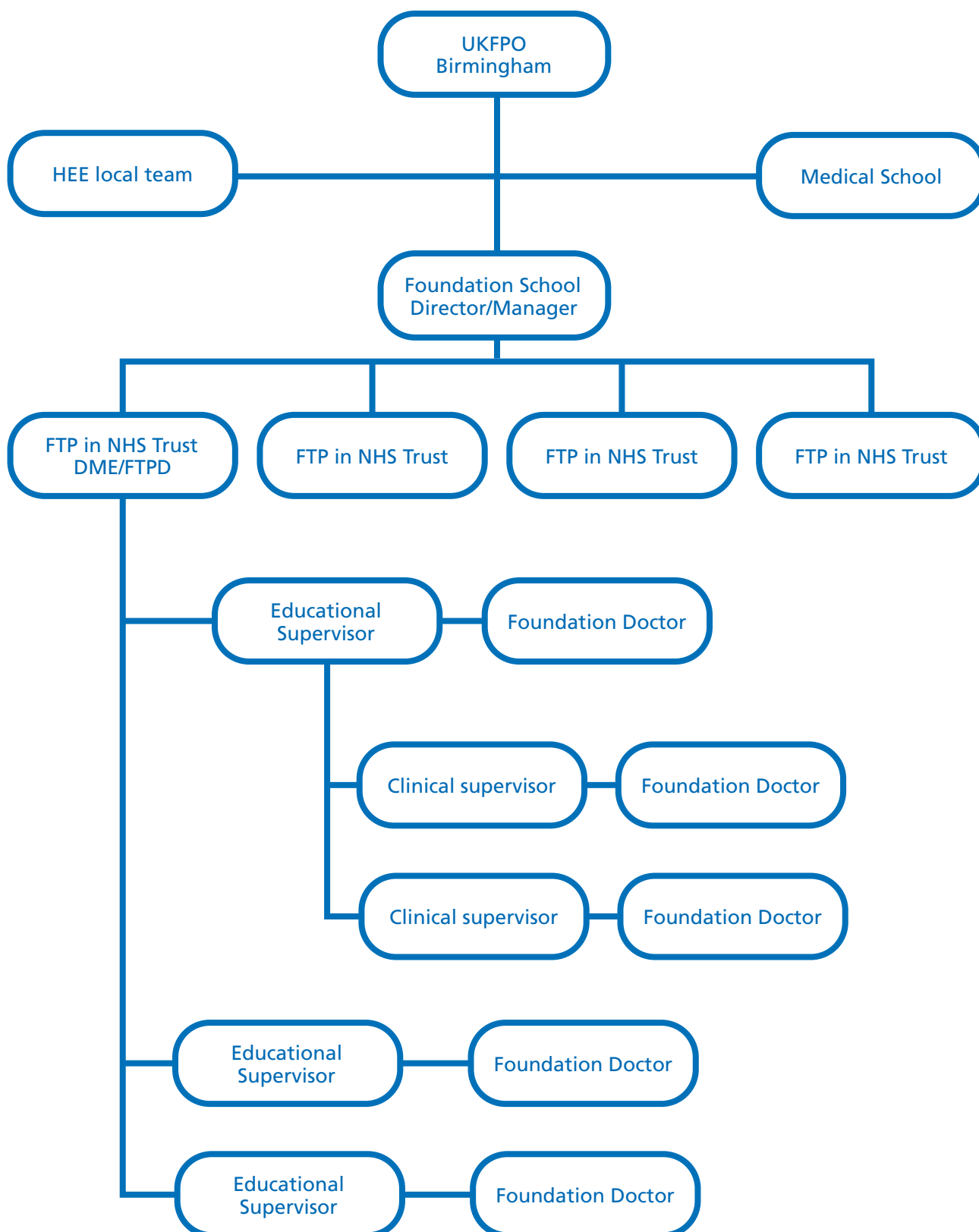


# Structure of foundation training

FTP = Foundation training

DME = Director of Medical Education

FTPD = Foundation Training Programme Director



# Overview of STFS

The South Thames Foundation School (STFS) was established in 2007. It is a collaboration between Health Education KSS and Health Education England south London and Brighton and Sussex, GKT School of Medical Education, King's College London and St George's University of London Medical schools

The school manages all F1 and F2 FDs in NHS trusts in the South London and KSS regions (about 1700) and is based in Stewart House, Russell Square, London, WC1B 5DN.

Professor Jan Welch is the Director of the South Thames Foundation School and is based at the London Bridge Office. Two Deputy directors, Dr Mark Cottey and Dr Paul Reynolds.

## Applying for foundation training

The national eligibility criteria and person specification together with a detailed applicant guide are available to download from:

<http://www.foundationprogramme.nhs.uk>

## Allocation to programmes within STFS

Once applicants have been successfully allocated to STFS, the next step is for them to be matched to a specific programme.

### Programme fair

STFS invites medical students allocated to STFS via the national recruitment process to attend a programme fair before they rank their preferences. Trusts from across the school attend and each one has a stand to show what their trust offers, and to answer queries.

The national F1 allocation system informs applicants which foundation school they have been allocated to in early March, and the programme fair for applicants entering STFS in August 2020 will be held on Friday 20th March






2020 at Leonardo Royal Hotel London, Tower Bridge [lonkssfoundation.hee.nhs.uk/prog-fair](http://lonkssfoundation.hee.nhs.uk/prog-fair) and [lonkssfoundation.hee.nhs.uk/stfs-prospectus](http://lonkssfoundation.hee.nhs.uk/stfs-prospectus)

### F1

Students told us that they value the large size of STFS, but disliked ranking 800 programmes as it is time-consuming and tedious. STFS therefore now uses a two stage programme allocation process in order to minimise the number of programmes needed to be ranked to about 160.

### Stage 1

Allocation into one of five programme groups –

-  **red (London Link 1)**
-  **orange (Continuity [CT])**
-  **yellow (London Link 2)**
-  **green (Coast and Country [CC])**
-  **purple (London Link 3).**

### Stage 2

Ranking of programmes within that group, followed by individual programme allocation.

Programmes have been divided up into groups carefully, to try and make the groups as equivalent as possible. There is a geographical element to the groups, in that red is towards the west of the STFS area, yellow towards the centre and purple towards the east, but all the link groups comprised programmes containing a year in London.



Group Name	Group Description
<b>Coast and Country</b>	Provides 2 years in trusts in Kent, Surrey and Sussex. Many programmes include a year at Brighton and Sussex University Hospital.
<b>Continuity</b>	Contains programmes in which both years are spent at one site or trust, or in two different but geographically close Trusts in London, Kent, Surrey and Sussex.
<b>London Link 1</b>	All programmes include at least one year in London, mainly towards the west of the STFS area.
<b>London Link 2</b>	All programmes include at least one year in London, mainly towards the centre of the STFS area.
<b>London Link 3</b>	All programmes include at least one year in London, mainly towards the east of the STFS area.

Once allocated to a group, applicants rank specific linked 2 year F1 and F2 programmes. In order to provide a range of experience, the F1 and F2 years are often based in two different trusts. One may be in London and one outside, with generally no more than one year being spent in a teaching hospital. Some programmes, for example many of those linked to Brighton, are outside London for both F1 and F2. There are in the Coast and County and Continuity groups.

In line with national objectives, an increasing proportion of programmes include some experience in / psychiatry and all programmes now include a community placement.

**Unfortunately, sometimes programmes have to be amended after the allocation process, for example because of service reconfigurations. If this is the case, applicants will be notified as soon as possible.**

## SWAPS

The STFS swaps process aims to offer flexibility to trainees whilst ensuring a generic and broad training programme for all.

Swaps are available for the F2 year. Either the entire F2 year or one or two 4 month placements can be swapped, with arrangements being made in the spring of the F1 year.

For full information and criteria please visit <http://lonkssfoundation.hee.nhs.uk/swaps>





## Purpose of the Foundation Programme

The foundation programme is part of the continuum of medical education. It is the only point in medical training which is common to all United Kingdom medical students and doctors and bridges the 'gap' between undergraduate medical training and hospital or general practice specialty training.

The foundation programme aims to ensure that all doctors deliver safe and effective patient care in accordance with GMC guidance. During the programme, FDs work in a supportive environment where they are properly managed and supervised enabling them to learn through service delivery whilst ensuring that patients are not put at risk. FDs practise within their own level of competence and are provided with adequate supervision and feedback to reach higher levels of competence and to acquire new competences. The foundation programme builds on and develops the responsibilities of clinical professionalism. Satisfactory progress indicates that a doctor is moving towards independent practice.

Throughout medical school and foundation training, students and graduates should draw upon career information and guidance and reflect on their abilities, interests, opportunities and service needs to make more informed choices about their future career. Refer to the Career Management section in the Reference Guide and to [www.healthcareers.nhs.uk](http://www.healthcareers.nhs.uk)

## The foundation programme aims to:

Build on undergraduate education by imbuing recently graduated doctors with the attributes of professionalism, and the primacy of patient welfare, which are required to provide for safe and effective practice and the care of patients with acute and long term conditions

Provide deliberately generic training ensuring that FDs develop and demonstrate a range of essential clinical skills that are required of all doctors regardless of specialty

Provide the opportunity to begin to develop leadership, team working and supervisory skills in order to deliver care in the setting of



a contemporary multidisciplinary team and to begin to make independent clinical decisions with appropriate supervision.

Provide opportunities for foundation doctors to experience a variety of career options in order to inform career choice and ensure that whatever career path is subsequently entered, all FDs have experienced the provision of medical care in both hospital and community settings.

## Outcomes of foundation training

Foundation Year 1 enables medical graduates to begin to take supervised responsibility for patient care and consolidate the skills learned at medical school. Satisfactory completion of F1 allows the relevant university, or their designated representative in a postgraduate local education and training board (LETB) or foundation school, to recommend to the GMC that the FD be granted full registration.

Foundation year 2 doctors remain under clinical supervision (as do all doctors in training) but take on increasing responsibility for patient care. In particular they begin to make management decisions as part of their progress towards independent practice. F2 doctors further develop their core generic skills and contribute more to the education and training of allied healthcare professionals, medical students and less experienced doctors. At the end of F2 they will have begun to demonstrate clinical effectiveness, leadership and the decision making responsibilities that are essential for hospital and general practice specialty training. Satisfactory completion of F2 leads to the award of a Foundation Programme Certificate of Completion (FPCC) which indicates that the doctor is ready to enter a core, specialty or general practice training programme.

# Broadening the Foundation Programme (BTFP)

Broadening the Foundation Programme (2014) emerged in response to recommendations in the following reports: Professor John Collins' Foundation for Excellence Report, Francis Report, Keogh Review and Berwick Review.

It addressed the need for newly qualified doctors to be able to respond to the evolving needs of the 'whole patient' and to be able to develop their capabilities across a range of settings.

The report put forward recommendations including:

- FDs should not rotate through a placement in the same specialty or specialty grouping more than once, unless this is required to enable them to meet the outcomes set out in the curriculum.
- All FDs should undertake a community placement or an integrated placement from August 2017.

Also included was a previous target to increase the numbers of psychiatry posts to 7.5% of F1 and 7.5% of F2 posts, so that 45% of FDs have a psychiatry placement.

Since 2017, FDs now undertake a minimum of one community or integrated placement during their two year foundation programme. This is to ensure that they receive a wider experience of working in community settings such as general practice, community psychiatry or community paediatrics to obtain a broader understanding of community care and the whole patient journey.

Delivering this programme necessitated changes in training delivery structures. Some specialties such as surgery experienced a reduction in posts while others such as psychiatry see an increase. There has been an increase in community posts.

## Community Placements

There are excellent learning opportunities for FDs to gain experience of general practice and community work. All of our clinical supervisors have been trained to support the needs of FDs and have developed a range of additional learning opportunities.

Previous FDs have commented positively on the different opportunities available in general practice, such as being able to follow a patient's care pathway and having autonomy to work and make decisions, with of course the full support and guidance of a qualified GP. They are included in all aspects of general practice from audits to clinical practice meetings and social activities. FDs are a fully integrated member of the practice but work in a supernumerary capacity.

Previous FDs have been able to experience not just a GP surgery but other areas such as palliative care and clinical commissioning groups.

## Dr Toolbox

STFS supports the Dr Toolbox website, created and run by junior doctors to provide up-to date local information such as reference and handover guides, essential telephone and bleep numbers etc. The site has been created to help doctors to collate local hospital knowledge and pass it to their successors, so that they can 'hit the ground running', thereby improving efficiency and patient safety. The Doctor Toolbox hub is available at [www.dr-toolbox.com](http://www.dr-toolbox.com) and can be downloaded as an app.

Dr Toolbox is always looking for enthusiastic editors to update/maintain the site. Becoming a Toolbox editor means taking an important role in a national patient safety project. It provides significant opportunity to undertake a quality improvement project as well as developing leadership skills.

A representative from Dr Toolbox will be available at the STFS programme fair for further information and queries.



## Safe prescribing

Many risks to patient safety and a quarter of litigation claims in the NHS stem from medication errors. In order to address this STFS has introduced both a FD prescribing assessment on local systems and an e-learning tool – standard computerised revalidation instrument for prescribing and therapeutics (SCRIPT). Both F1s and F2s are required to complete a specific number of SCRIPT modules as prescribed by their trust. Further details are available at [www.lonkssfoundation.hee.nhs.uk/safe-prescribing](http://www.lonkssfoundation.hee.nhs.uk/safe-prescribing)



## Doctors with disabilities

STFS wishes to support FDs with disabilities which may affect their training, for example by facilitating reasonable adjustments to training programmes. Additional careers support can also be arranged where appropriate. FDs are welcome to make an appointment to see one of the directors in confidence to discuss their training further.

# Map showing location of trusts affiliated to STFS



See [lonkssfoundation.hee.nhs.uk/stfs-trusts](https://lonkssfoundation.hee.nhs.uk/stfs-trusts) for the STFS interactive map

- Health Education England, South London trusts
- Health Education England, KSS trusts
- Mental Health trusts

# List of trusts affiliated to STFS

Trust	Site(s)	Map ref
<b>Acute trusts</b>		
Ashford & St Peter's Hospitals NHS Foundation Trust	Ashford & St Peter's Hospitals	1
Brighton and Sussex University Hospitals NHS Trust	Princess Royal Hospital, Haywards Heath	2
	Royal Sussex County Hospital	3
Croydon Health Services NHS Trust	Croydon University Hospital	4
Dartford & Gravesham NHS Trust	Darent Valley Hospital	5
East Kent Hospitals University NHS Foundation Trust	Kent & Canterbury Hospital	6
	Queen Elizabeth the Queen Mother Hospital	7
	William Harvey Hospital	8
East Sussex Healthcare NHS Trust	Conquest Hospital	9
	Eastbourne District General Hospital	10
Epsom & St Helier University Hospitals NHS Trust	Epsom General Hospital	11
	St Helier Hospital	12
Frimley Health NHS Foundation Trust	Frimley Park Hospital	13
Guy's & St Thomas' NHS Foundation Trust	Guy's & St Thomas' Hospitals	14
King's College Hospital NHS Foundation Trust	King's College Hospital	15
	Princess Royal University Hospital, Orpington	16
Kingston Hospital NHS Foundation Trust	Kingston Hospital	17
Lewisham & Greenwich NHS Trust	University Hospital Lewisham	18
	Queen Elizabeth Hospital	19
Maidstone and Tunbridge Wells NHS Trust	Maidstone Hospital	20
	Tunbridge Wells Hospital	21
Medway NHS Foundation Trust	Medway Maritime Hospital	22
Royal Surrey County Hospital NHS Foundation Trust	The Royal Surrey County Hospital	23
St George's University Hospitals NHS Foundation Trust	St George's Hospital	24
Surrey and Sussex Healthcare NHS Trust	East Surrey Hospital, Redhill	26
Western Sussex Hospitals NHS Foundation Trust	Worthing Hospital	27
	St Richard's Hospital	28
<b>Mental Health Trusts</b>		
Oxleas NHS Foundation Trust		29
South London and Maudsley NHS Foundation Trust		30
South West London and St George's Mental Health NHS Trust		31
Kent and Medway NHS and Social Care Partnership Trust		32
Surrey and Borders Partnership Trust		33
Sussex Partnership NHS Foundation Trust		34



# Glossary of trust staff

Your training within trusts is provided by a number of people, some based in a postgraduate or education centre. Their contact details will be included in trust induction packs but a summary of their roles is given below.

## Director of medical education (DME)

The director of medical education is a consultant in the trust and works for the LETB as well as the hospital. They have managerial responsibility for medical education. They work closely with the clinical tutor/s and MEMs and can also be approached for formal and informal advice.

## Clinical tutor (CT)

The clinical tutor is a consultant in the trust who is responsible for organising trust induction and general educational programmes. If you have any problems with educational matters or supervision you can take them to the clinical tutor. They can also help you deal with any problems concerning your career, as they have wide experience and specialist contacts.

## College tutor (specialty programme director)

The college tutor is a consultant with particular responsibility for training in a specialty. They usually organise departmental teaching programmes, and can be asked for advice about the specialty, including careers.

## Foundation training programme director (FTPD)

The FTPD oversees the training of 20- 40 FDs, and organises their teaching programmes. They meet with new F1 doctors during their first attachment. In some trusts the foundation and clinical tutors are the same.

## Educational supervisor

This may be the clinical supervisor for your first attachment or for another attachment depending on local arrangements. They have a particular responsibility for your education through the whole year. You will meet them at regular intervals and they should generally be the first port of call for any concerns you may have about your training.

## Clinical supervisor

The clinical supervisor is normally the consultant you are working for in each attachment, and is responsible for your teaching and supervision. You should have regular meetings with them during your attachment.

## Medical education manager (MEM)

The medical education manager runs the postgraduate centre and administers the induction and educational programmes. They work closely with medical staffing and the clinical tutor. They are readily available for general advice and will be on hand to help you adapt to your new way of life in the Trust.

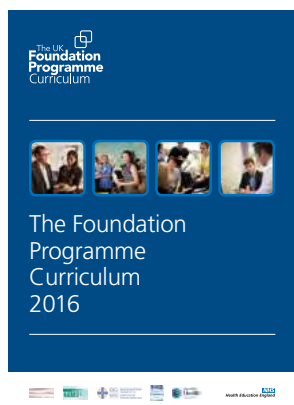
# Foundation key documents

## Curriculum

The Foundation Programme Curriculum sets out the framework for educational progression that will support the first two years of professional development following graduation from medical school.

The curriculum builds on the competences, attitudes and behaviours acquired during undergraduate training.

The foundation programme curriculum is available to download from [www.foundationprogramme.nhs.uk](http://www.foundationprogramme.nhs.uk)



## Horus e-Portfolio

FDs within STFS now use the UK Horus ePortfolio system developed by the HEE North West local team.

F1s are issued with a user name and password on entry to STFS. The e-portfolio is a record of an FD's progress and development through the foundation years. Evidence of achievement of outcomes and increasingly sophisticated performance will be recorded in the e-portfolio. The completed e-portfolio contributes to the end of year report. Elements of the e-portfolio may also be used in specialty interviews by FDs to demonstrate competence and highlight achievements.

See [lonkssfoundation.hee.nhs.uk/horus](http://lonkssfoundation.hee.nhs.uk/horus) for further details.

## Reference guide

The Reference Guide provides guidance to LETBs and foundation schools about the structures and systems required to support the delivery of the curriculum.

It is a companion document to the FP curriculum and should be used in conjunction with it.

The reference guide is available to download from [www.foundationprogramme.nhs.uk](http://www.foundationprogramme.nhs.uk)



# Information about your training

## Training vs employment (inc banding & EWTR)

Although STFS oversees foundation training, NHS trusts are the employing healthcare organisations responsible for all contractual issues including:

- Pay
- Rotas
- Accommodation

## Information on new contract

The new junior doctors' contract came into effect on 3 August 2016, so all doctors entering F1 training now start on this contract.

Further information is available on:

[www.nhsemployers.org](http://www.nhsemployers.org)

The new contract also includes new features, including work scheduling and exception reporting.

Work schedules provide information about the range and pattern of duties expected, as well as intended learning outcomes, and are personalised once you are in post following discussion with your supervisor.

Exception reports enable you to raise issues if you feel that your work schedule does not reflect the reality of the post as regards service or training.

Each trust also has a guardian of safe working hours. This is a senior appointment made jointly by the employer and junior doctors. The role of the guardian is to ensure that issues of compliance with safe working hours are addressed.

## Deferring the start of foundation training

An applicant who has been accepted onto the Foundation Programme may only defer the start date of their training for a statutory reason (e.g. maternity leave, sickness).

Wherever possible, applicants are asked to give their foundation school as much notice as possible of the need to defer the start date. This may allow the foundation school to offer the foundation placement to someone else.

## Time limit on provisional registration

From 1 April 2015, the length of time doctors will be allowed to hold provisional registration is limited to a maximum of three years and 30 days (1125 days in total). After this provisional registration will expire. For further information visit

[www.gmc-uk.org](http://www.gmc-uk.org)

## Shadowing

It is a mandatory requirement for those entering the foundation programme to undertake a paid period of four days' shadowing and induction with their first F1 employer immediately before the start of their employment. This provides incoming F1s with an opportunity to work closely with the F1 doctor who is in the post that they will take up and to familiarise themselves with the department and hospital settings before starting their post. The shadowing placement should be paid on an unbanded F1 basic pay basis.

An F1s first day of work will be the first Wednesday of August however we suggest that FDs keep the 10 days before available for induction and shadowing as starting dates can vary between trusts.

## Extended induction

STFS provides non-UK graduates and those who qualified more than 2-years before commencing F1 with the opportunity to undertake an additional 3-weeks of extended induction/shadowing in order to familiarise them with the NHS in advance of formally commencing F1. Invitations to attend extended induction are sent out shortly after allocation to programmes.



## STEP (Supporting Trainees Entering Practice)

See: [lonkssfoundation.hee.nhs.uk/step](http://lonkssfoundation.hee.nhs.uk/step)

All STFS FDs are required to complete a form to transfer relevant information before the beginning of both their F1 and F2 years. The STEP (previously known as TOI) process is supportive, and designed to allow new FDs to highlight to their training programme director (FTPD) issues that might be relevant to their training, such as academic, health, social or psychological difficulties.

The STEP form should be completed with the help and support of medical school advisors/tutors or another appropriate member of medical school staff.

## Travel and relocation expenses

The reimbursement of travel and relocation expenses is administered by the HEE London and KSS team. Full details are available at: [www.lpmde.ac.uk/training-programme/training-matters/relocation-and-excess-travel-claims](http://www.lpmde.ac.uk/training-programme/training-matters/relocation-and-excess-travel-claims)

## General practice (GP) location and travel allowances

Usually FDs are allocated to a practice within the area served by their current trust, but occasionally, they may need to be placed in another trust's area. Some trusts do cover a wide area and so FDs may be expected to travel a reasonable distance from home or the trust to the placement.

During the FDs' time in GP it is not essential for them to do any out of hours working, although they may well be asked to carry out home visits. In most cases this will be alongside the clinical supervisor.



## Tasters

Tasters provide an opportunity to experience a specialty not included in a two year foundation programme, and thereby develop understanding of that specialty to inform career choices. Tasters can also benefit those who have already made career decisions as it suggests to employers that they are dedicated and committed to their chosen specialty. We encourage all FDs to arrange a taster during their first F2 rotation so that they have completed it before the recruitment process to specialty training programmes which usually starts in November of the F2 year. It is also possible for FDs to “borrow” up to 5 days of their F2 study leave to use for a taster during the second half of their F1 year.

## Careers

Good quality careers information and advice can be invaluable in enabling doctors to make informed, pragmatic and realistic choices throughout their careers.

Within STFS, trusts provide workshops to introduce FDs to career planning tools, linked into a four stage career planning framework:

- **Stage 1:** self-assessment e.g. skills, interests, values
- **Stage 2:** career exploration e.g. how to research different career options
- **Stage 3:** decision making e.g. look at how you have made decisions
- **Stage 4:** implementation e.g. application forms, CVs and interview preparation

For specific one-to-one advice the first point of contact for foundation doctors is their educational supervisor. Educational supervisors are able to call on other resources both locally from the trust and from the local HEE office. A careers lead is also available in each trust. What you choose for the next stage of your career should be a personal decision, but you should ensure that you plan your approach and investigate career options fully before deciding. The NHS national careers website is available at [www.healthcareers.nhs.uk](http://www.healthcareers.nhs.uk). It contains

information on all specialties including workforce statistics, real-life stories, videos and podcasts and interactive tools to support career planning.

## Supervised learning events (SLEs)

Supervised learning events are an important opportunity for learning and reflection on practice and are a crucial component of the curriculum. FDs must demonstrate engagement with this process. This means undertaking an appropriate range and number of SLEs and documenting them in the e-portfolio. The clinical supervisor's end of placement report draws on the evidence of the FD's engagement in the SLE process. Full participation with reflective practice is the best way to demonstrate progression towards the outcomes expected of the programme, and the competences specified in the curriculum.

## Purpose of SLEs

The purpose of SLEs is:

- To highlight achievements and areas of excellence
- To provide immediate feedback and suggest areas for further development.

## SLE methodology

SLEs are designed to help foundation doctors develop their clinical and professional practice. FDs are expected to demonstrate improvement and progression during each attachment and, therefore, should arrange for SLEs to be evenly spread throughout each placement. Improvement in clinical practice results from regular SLEs leading to constructive feedback and subsequent review of progression.

- SLEs use the following tools:
- Mini-clinical evaluation exercise (mini-CEX)
- Case based discussion (CBD)
- Direct observation of procedural skills (DOPS)
- Developing the clinical teacher



FDs should usually agree the timing and the clinical case/problem with their trainer, unscheduled interactions are also encouraged. The SLE should be used to stimulate immediate feedback and to provide a basis for discussion with the clinical and/or educational supervisor.

A different teacher/trainer should be used for each SLE wherever possible, including at least one consultant or GP per four month placement.

The SLE must cover a spread of different clinical problems, sampling from acute care, management of long term conditions, psychiatric care etc. (categories listed in syllabus and competences). Teachers/trainers should have sufficient experience of the area under consideration, typically at least higher specialty training (with variations between specialties); this is particularly important for case based discussions.

## Educational and development tools

### Supervised learning events with direct observation of doctor/patient encounter

Two tools can be used to give feedback after observation of doctor/patient encounters:

- Mini-clinical evaluation exercise (mini-CEX)
- Direct observation of procedural skills (DOPS).

FDs are required to undertake a minimum of nine directly observed encounters per annum in both F1 and in F2. At least six of these encounters, each year, should use mini-CEX. FDs are encouraged to do many more than this minimum.

#### Mini-clinical evaluation exercise (mini-CEX)

This is an SLE of a clinical encounter.

- FDs should complete a minimum of six mini-CEX in F1 and another six in F2. These should be spaced out during the year with at least two mini-CEX completed in each four month period
- There is no maximum number of mini-CEX and good trainees will often achieve very high numbers of SLEs, recognising the benefit they derive from them.

### i) Direct observation of procedural skills (DOPS)

This is a structured checklist for giving feedback on the FDs interaction with the patient when performing a practical procedure.

- FDs may submit up to three DOPS as part of the minimum requirements for evidence of observed doctor-patient encounters
- Different assessors should be used for each encounter wherever possible
- Each DOPS could represent a different procedure and may be specific to the specialty (NB: DOPS may not be relevant in all placements)
- Although DOPS was developed to assess procedural skills, its purpose in foundation is to give feedback on the doctor/patient interaction

### Supervised learning events which take place remote from the patient

#### ii) Case-based discussion (CBD)

This is a structured discussion of clinical cases managed by the FD. Its strength is investigation of and feedback on clinical reasoning.

- A minimum of six CBDs should be completed each year with at least two CBDs undertaken in any four month period
- Different teachers/trainers should be used for each CBD wherever possible
- There is no maximum number of CBDs and FDs will often achieve very high numbers of them.

#### iii) Developing the clinical teacher

This is a tool to aid the development of a FDs skill in teaching and/or making a presentation and should be performed at least once a year. The FD will be encouraged to demonstrate skills in preparation and scene-setting, delivery of material, subject knowledge and ability to answer questions, learner-centredness and overall interaction with the group.

## Assessment

Several forms of assessment are used:

### **iv) Core procedures**

The GMC requires demonstration of competence in a series of procedures in order for a provisionally registered doctor with a license to practise to be eligible for full registration

These must be recorded and signed off in the core procedures section of the e-portfolio

The core procedures from F1 do not need to be repeated in F2, but evidence for ARCP is required for successful completion of the foundation programme.

It should also be recognised that with practice the FD is expected to improve their skills in those procedures which they perform.

### **v) Multi-source feedback**

Team assessment of behaviour (TAB) (previously described as 360-degree assessment)

- This comprises collated views from a range of co-workers. It is mapped to a self-assessment tool with identical domains
- MSF should usually take place at least once a year. LETBs have the option of increasing the frequency
- It is suggested that both F1 and F2 TAB be taken in the first four months of the year's training. If there is a risk of 'rater fatigue', i.e. overburdening a small number of colleagues, then F2 TAB could be undertaken in the second four months of training. If there are significant concerns about any FD, TAB should be repeated in the last four months of training
- For each assessment, the FD should nominate 15 raters. A minimum of 10 returns are required.

The required mix of raters/assessors must include at least:

### **vi) Three doctors more senior than F2 at least two consultants or trained GPs**

- 2 senior nurses (band 5 or above)
- 2 allied health professionals

Other team members including ward clerks, secretaries and auxiliary staff.

## Self-assessment

FDs have a personal responsibility to make self-assessment an integral part of their professional life. It is good educational practice for this to be stated clearly and discussed fully during induction.

FDs, with the support of their supervisor(s), are responsible for arranging appraisals, having the outcomes recorded and documenting ways to improve.

## Feedback and debriefing

Feedback is a key component of the interactions between supervisors and FDs. Giving and receiving feedback and engaging in constructive conversations about learning, successes, difficulties and progress are all part of an effective professional learning environment.

Improvement in clinical practice will only happen if regular review of that practice leads to constructive feedback. As indicated above, unscheduled SLEs are a good opportunity for immediate feedback.

This is particularly true of mini-CEX and DOPS which may be opportunistic. It is essential that trainers provide, and FDs receive, structured feedback.

FDs must learn to receive positive feedback and also how to accept constructive criticism aimed at targeting future development.

Towards the end of both the F1 and F2 years, the local foundation training programme director, under the guidance of the foundation school, convenes an Annual Review of Competence Progression (ARCP) panel to review the progress of all FDs in their programme.

## Annual review of competence progression (ARCP)

The ARCP provides a formal process for reviewing FDs' progress which uses the evidence gathered by them and supplied by their supervisors which is usually contained within the foundation e-portfolio. The ARCP is not an additional method of assessment.

The ARCP fulfils the following functions:

- To document the judgement about whether a FD has met the requirements and has provided documentary support for the satisfactory completion of F1/F2
- To document recommendations about further training and support where the requirements have not been met.

Full details of the process will be provided during the F1 year.

The requirements for successful completion of ARCP within STFS are higher than the minimum requirements specified within the FP reference guide.

Details of all requirements to achieve a satisfactory ARCP outcome are provided to FDs

during their annual induction to STFS. Copies of the slides and an ARCP checklist are available at [lonkssfoundation.hee.nhs.uk/induction](http://lonkssfoundation.hee.nhs.uk/induction)

## Special circumstances

A few F1 doctors have significant special circumstances. Provided they meet one of the nationally agreed criteria STFS will endeavour to allocate such doctors to a trust within a reasonable commuting distance (90 mins). STFS is, however, unable to guarantee that this will be possible. FDs with special circumstances approved for their F1 year must reapply for F2.

STFS can only consider applications from F1 doctors for allocation on the grounds of special circumstances if they can demonstrate that they meet at least one of the following:

### Criterion 1:

The applicant is a parent or legal guardian of a child or children under the age of 18, who reside primarily with you and for whom you have significant caring responsibilities.

### Criterion 2:

The applicant is the primary carer for someone who is disabled (as defined by the Equality Act 2010).



**Criterion 3:**

The applicant has a medical condition or disability for which ongoing follow up for the condition in the specified location is an absolute requirement.

**Criterion 4:**

If you consider that there are particular unique circumstances that require you to be in a particular environment whilst you undertake your Foundation Programme, you can apply for Special Circumstances under this criterion.

## Training support

If an FD feels that s/he is struggling/experiencing difficulties s/he should contact their foundation training programme director as soon as possible so that appropriate support/advice can be provided. FDs may also self refer to the Practitioner Health Programme (PHP), a free, confidential service, for additional support. See [www.php.nhs.uk](http://www.php.nhs.uk).

Trust foundation faculty groups meet on a regular basis and will update the STFS director on any FDs experiencing difficulties, so that additional support can be considered.

## Inter foundation school transfers (IFST)

Inter foundation school transfers (IFST) normally take place either at the start of the F1 or F2 year. There is a national process for IFSTs for the F2 year based on evidenced national criteria.

Guidance notes and an application form are available on the UKFPO website

[www.foundationprogramme.nhs.uk](http://www.foundationprogramme.nhs.uk)

## Less than full time training (LTFT)

*also known as flexible training*

Less than full time training is available to doctors and dentists in training who are unable to work full-time for “well founded individual reasons” (European Union Council Directive 93/16-/EEC 1993).

FDs requiring LTFT Training must compete for entry into foundation training on an equal basis with other applicants, ie. in open competition. FDs also need to achieve the competences as well as the equivalent of two years whole time experience to meet the UK requirements for all foundation trainees.

Slot-sharing is usually the most effective means of meeting educational needs and must be explored before alternative options are considered. In slot-sharing two FDs share one full-time post and the out-of-hours is managed between them. Each doctor is paid as an individual trainee. LTFT FDs must work a minimum of 50% to ensure educational approval. It may be possible for STFS to review other applications in order to identify a potential slot-share partner.

Once successfully allocated to STFS, applicants considering applying for LTFT should contact one of the STFS managers via London and KSS PGMDE Support Portal

[lasepgmdesupport.hee.nhs.uk/support/home](http://lasepgmdesupport.hee.nhs.uk/support/home) in the first instance so that they can provide appropriate information/advice.

Details of the LTFT arrangements can be found at the link below.

[lasepgmdesupport.hee.nhs.uk/support/home](http://lasepgmdesupport.hee.nhs.uk/support/home)



## Leaving the foundation programme early

The foundation programme is both time and competency based. If you wish to leave before the official end date of your F1 or F2 programme in order to take up other employment opportunities, you will not be signed off as having met foundation training requirements.

In addition, you must give adequate notice to your employing trust. Failure to do so, could have implications for patient safety and could therefore lead to a referral to the General Medical Council (GMC).

## Revalidation

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. Revalidation aims to give extra confidence to patients that their doctor is being regularly checked by their employer and the GMC.

Licensed doctors have to revalidate, usually every five years, by having regular appraisals with their employer that are based on the GMC's core guidance for doctors, good medical practice.

For FDs, the revalidation process will be incorporated within the ARCP process.

For all STFS trainees (including those in South London trusts).

- Designated body = HEE, KSS local team
- Responsible officer – Postgraduate Dean
- For further information see [www.gmc-uk.org/doctors/revalidation.asp](http://www.gmc-uk.org/doctors/revalidation.asp)

## Communications

### STFS website

[lonkssfoundation.hee.nhs.uk/stfs](http://lonkssfoundation.hee.nhs.uk/stfs)

STFS is committed to fairness and transparency. Our policies – for example for flexible training,

maternity leave etc. – are set out on the STFS website and if you have any queries, it is worth looking through these first, as well as the national information on the UKFPO website [www.foundationprogramme.nhs.uk/pages/home](http://www.foundationprogramme.nhs.uk/pages/home). If not, one of our managers will be happy to advise you please email the London and KSS PGMDE Support Portal <https://lasepgmdesupport.hee.nhs.uk/support/home>

### Email

Although doctors are given email addresses by their trusts, audits have shown that doctors in training often do not use them, and have to discontinue them anyway when they move on.

Hotmail and other accounts are not always secure or spam-free and are often changed, so it is very difficult to keep an up to date email list for hundreds of doctors. In addition, their spam filters may block emails from STFS or specialty recruitment.

It is important for STFS to be able to email FDs to provide information about specialty training applications, GMC registrations etc.

Currently doctors.net is the default email address for correspondence unless you choose to use another email address, please ensure that it can receive messages from STFS.

## Foundation doctor representation

STFS is keen to ensure that the views of FDs are adequately represented at relevant local/national meetings. During July, FDs are invited to express their interest in being a representative on various committees/groups by submitting a 100 word statement explaining why they wish to take part and how they would ensure that they represented the views of their peers.

A list of FD representatives and guidance for medical student and FD representatives is available at [lonkssfoundation.hee.nhs.uk/stfs-fd-representatives](http://lonkssfoundation.hee.nhs.uk/stfs-fd-representatives)



# Appendix A1:



## Acute Trusts Affiliated to STFS

Currently a number of STFS linked trusts are undergoing reconfiguration which may result in changes to training programmes. STFS will endeavour to keep our foundation doctors informed.

# Ashford and St Peter's Hospitals NHS Foundation Trust

## Ashford & St Peter's Hospitals

St Peter's Hospital, Guildford Road, Chertsey, Surrey KT16 0PZ

### Trust Switchboard:

01932 872000

### Trust web site:

[www.ashfordstpeters.org.uk](http://www.ashfordstpeters.org.uk)

### Trust foundation web page

[www.ashfordstpeters.net/doctorsintraining/](http://www.ashfordstpeters.net/doctorsintraining/)

## Key Personnel

### Director of Clinical Education

Prof Pankaj Sharma

### Clinical Tutor

Dr Rob Menzies

### Foundation Training Programme Director(s)

Dr Mark Fleet – F1 Lead

Mr Nimalan Arumainayagam – F2 Lead

### Head of Medical Education and Training

Mrs Angela Mongaudon

### Foundation Programme Coordinator/ Assistant Medical Education Manager

Mrs Caroline Castro

### Medical Workforce Team

Charlotte Turner

Vanitha Cherukuri

## Overview of trust

Ashford and St Peter's Hospitals NHS Foundation Trust is a medium sized district general hospital service operating from two sites – Ashford near Staines and St Peter's near Chertsey. All F1s will be based at St Peter's Hospital in Chertsey.

## Facilities

### Education Centres

There are dedicated education and learning centres on each site – the Education Centre located at the heart of Ashford Hospital and the Oliver Plunkett Education Centre, located close to the Duchess of Kent Wing at St Peter's Hospital

### Accommodation

The Trust recognises that access to affordable accommodation is of importance to all members of staff, and has established partnerships with the following Housing Associations to provide accommodation.



*The Education Centre at St Peter's Hospital*



Education Centre's restaurant area

- A2 Dominion Group – Ashford Hospital, Stanwell
- Genesis Key Places – St Peter's Hospital, Sandgates, Chertsey
- Optivo – St Peter's Hospital, Greenlands, Chertsey

By working in partnership the Trust is able to offer a range of accommodation from single rooms in shared houses to 2 bed flats, (rarely is any of our accommodation suitable for families with young children), The accommodation is at different geographical locations, either on or close to both hospital sites. As with any resource it is limited, and certain groups have priority, for example student nurses, medical students and junior doctors.

In addition staff may be able to register with the local authority for housing or private agents; and with the focus on keyworker housing, there are schemes being developed by both local authorities and housing associations to tackle the housing needs of key-workers.

For more information on Key Worker Living, there are details on the DirectGov Help to Buy website.

If you require an application form for any of the above accommodation, please contact:

Karen Cooke, Human Resources

**Tel: 01784 884331**

### Social activities

Foundation Doctors at Ashford and St Peter's Hospitals enjoy an active social life. There are the summer ball, winter ball, Christmas Party and the various social activities organised by the doctors themselves.

### Library facilities

The friendly library team are committed to helping you find the best evidence to support patient care. The two libraries are located next to the education centres at both hospital sites. Along with access to a comprehensive range of resources, they offer comfortable spaces to carry out group work or quiet study. Literature search training is available on a monthly basis, including sessions aimed at doctors carrying out clinical audits.

Full details of the services are available on the award – winning KnowledgeNet website which



St Peter's Hospital site

brings together information you will need to support patient care. [www.knowledgenet.ashfordstpeters.nhs.uk](http://www.knowledgenet.ashfordstpeters.nhs.uk)

### IT facilities

The Library and Knowledge Service provides computer rooms on both hospital sites and 24 hour access is also available.

### Other facilities

In addition to co-ordinating the regular internal teaching programmes for our own doctors in training, the Centres at Ashford & St Peter's provide facilities and administrative support for: Advanced Trauma Life Support (ATLS); Advanced Life Support (ALS); Paediatric Intermediate Life Support (PILS); Royal College of Physicians MRCP Part II (PACES); GP Intensive Course (GPIC); New born Life Support Course (NLS).

### Childcare

The Trust operates a nursery on both sites and a play scheme on the St Peter's site. The Day Nurseries offer places for babies from 3 months up to 5 years and are open 8.00am to 6.00pm Monday to Friday. (7.00 am by arrangement). The charges for the Day



IT Facilities

Nursery are dependent on salary banding. The play schemes are open during the main school holidays and half terms for which a flat rate is charged.

The Trust works in conjunction with Salary Exchange to offer staff a more flexible way to meet the costs of childcare under which part of their salary can be given up or 'sacrificed' in exchange for Childcare Vouchers. Within specified limits, these vouchers are non- taxable and exempt from National Insurance Contributions and therefore represent a saving for employees who receive them as part of their total employment package.

### Employee Assistance Programme

The Trust offers an Employee Assistance Programme which provides staff and their immediate family with access to independent advice, information and specialist counselling and support. The free confidential line is available 24 hours a day, 365 days per year, and an online service is also available.

### Local amenities/attractions

Chertsey is situated within the M25 ring around the London area. It has a small number of nice pubs and restaurants. There is a good sport centre (Riverbourne Leisure Centre) and access to Thames cycle path. The Riverbourne has a fully equipped gym and offers discount to ASPH staff. Woking (5 miles southeast) provides local theatre and large cinema facilities, leisure centre and other animations. Within a 10 mile range there are a number of sport facilities found including horse riding in the rural area around Chertsey, rowing, canoeing, cycling and triathlon clubs.

There are good rail and bus links to international airports. Locally there are 3 train stations giving



quick access to London (Virginia water, Chertsey, Woking). Within easy reach of London, as well as the smaller towns of Weybridge, Woking, and Virginia Water, the local area has excellent independent and state schools. The county of Surrey offers a rounded life outside of work, and as an ambitious Trust, Ashford and St. Peter's offers many opportunities for individuals.

### Staff Benefits

A career at Ashford & St Peter's offers you the opportunity to work for your local employer, develop your skills and build your career through our career structures.

We have produced a booklet that gives you access to the benefits and discounts available to you if you join us at Team ASPH.

**Click here to download** the benefits booklet.

Whichever department you join, you'll become part of a skilled and talented team, committed to the care of patients in our hospitals. We have been working with local companies to bring you benefits that you will only get by working for ASPH.

Watch out for the latest Staff Benefits on:

- Twitter: **#staffbenefits**
- Facebook: **[www.facebook.com/asphft](http://www.facebook.com/asphft)**

### Transport links

The two sites – Ashford Hospital, Ashford, Middlesex and St. Peter's Hospital, Chertsey, Surrey – lie eleven miles apart separated by the River Thames and the M25 London orbital motorway. All Foundation trainees are based at St Peter's Hospital.

The hospital hopper is our shuttle service between Ashford Hospital and St Peter's Hospital which



operates Monday to Friday. It is free to all staff, patients and visitors and takes approximately 25 minutes outside of rush hour.

For more information about travelling to your hospitals, please check this page on our website [www.ashfordstpeters.nhs.uk/patients/getting-here](http://www.ashfordstpeters.nhs.uk/patients/getting-here)

### Parking arrangements

Car parks on both of the hospital sites are split between those reserved for patients/visitors and those specifically for staff members.

Demand for car parking is high and at peak times parking spaces can be difficult to find.

The Trust operates two types of patient/visitor car parks; pay and display, where users pay upon entry, and pay on foot where users pay at the end of their visit.

Ashford and St Peter's Hospitals NHS Foundation Trust requires that any vehicle parking on the Trust sites in a staff car park or parking area in an allocated parking space is to display a valid parking permit on the windscreen or dashboard of the vehicle.

For more information on the types of permit, charges and a map of the parking areas, please visit [www.ashfordstpeters.nhs.uk/jointheteam/why-choose-asph/parking-for-staff/546-parking-for-staff](http://www.ashfordstpeters.nhs.uk/jointheteam/why-choose-asph/parking-for-staff/546-parking-for-staff)

### Accolades/achievements of the trust

Ashford and St Peter's Hospitals NHS Trust is a medium sized district general hospital service operating from two sites, Ashford (near Staines) and St Peter's (near Chertsey), serving a population of around 380,000.

The Trust employs over 3700 staff, making it one of the largest employers in the local area after Heathrow Airport, and has a budget of around £263m. The independent healthcare regulator, the Care Quality Commission (CQC) has rated Ashford and St Peter's as 'Good'. For the second consecutive time following their inspection in 2018. The overall rating for St Peter's Hospital and for our Children and Young People's service is 'Good' and our Critical Care service classed as 'Outstanding'. The Trust also provides



Lecture theatre in the Education Centre at St Peter's site

specialist cardiovascular services for a wide catchment across much of Surrey and specialist services for neonatal intensive care (Level 3), bariatric surgery and trauma and orthopaedics across a wider area. To find out more about Ashford & St Peter's NHS Trust, please visit our website at [www.ashfordstpeters.nhs.uk](http://www.ashfordstpeters.nhs.uk)

### Terms and Conditions of employment

The post is subject to the Terms and Conditions of Service of Hospital Medical and Dental Staff as modified from time to time. Current copies of these Terms and Conditions may be seen in the Human Resources department. All staff appointments are made subject to the receipt of satisfactory references and all initial appointments to the national health service are made subject to satisfactory medical and police clearance being produced. A medical examination may be necessary on initial appointment and periodically thereafter.

### Foundation programme specific information

#### Induction/shadowing arrangements

All Foundation Doctors commencing at St Peter's Hospital are invited to attend a number of pre-employment screening days. F1s are requested to attend a period of extended Trust Induction and shadowing of the out-going F1 Doctors. Additional shadowing can be arranged on request. In addition, an Acute Illness Management Study day are held for all the new Foundation Year 1s prior to their commencement.





### **Educational and clinical supervision**

An Educational Supervisor is allocated to each Foundation Programme doctor for the whole of their year here at the Trust to maintain an overview of development and progress of the doctor within the year of their training. A Clinical Supervisor is also allocated for each four month placement. For the first four month placement Foundation Programme doctors will usually have a combined Educational and Clinical Supervisor.

### **Teaching programme**

At Ashford and St Peter's Hospital there are 47 Foundation Year 1 and 42 Foundation Year 2 posts. These posts are all approved by the Foundation School. F1 posts are made up of posts in General Medicine (22), Orthogeriatrics (3), General Surgery (8), Psychiatry with Surgical on-call (2), Psychiatry (2), Paediatrics (3), Palliative Care (2), General Radiology (2), Anaesthetics (3). All F1 trainees will be on a one year programme in Chertsey made up of three four month placements. A few stay on as F2s for continuity. All trainees will take part in the Foundation Year training programmes, directed by the Foundation Year One Lead, Dr Mark Fleet and Mr Nimalan Arumainayagam, Foundation Year Two Lead. These will include formal teaching sessions, directed and self-directed personal learning, structured appraisals and assessments. F1s will have fortnightly protected core teaching.

F2 posts are made up of posts in General Medicine (4), Acute Medicine (3), Paediatrics (3), Trauma & Orthopaedics (5), General Surgery (2), Obstetrics & Gynaecology (5), Emergency Medicine (10), General Practice (7) and Psychiatry (3)

### **Multi-Disciplinary Teaching Programme**

As part of our new strategy for Clinical Education, we offer a Multi-Disciplinary Teaching Programme which is open, free of charge, to all Junior Doctors including our Foundation doctors. Topics covered are: Mindfulness, Coaching and Mentoring, Human Factors, Clinical Procedures, Leadership & Teamwork.

### **Tasters**

F1 and F2 doctors are encouraged to undertake "Taster" sessions in other specialties, up to a maximum of five days in the year. "Tasters" in other Trusts will be considered when the Specialty is not available at the Trust.

### **Simulation**

All F1 doctors take part in two Simulation Training half days and all F2s take part in one Simulation Training half day. There is also an interactive psychiatry simulation half-day for all F1s, where they will get an invaluable opportunity to develop and explore communication skills – The focus is on complex patient interactions including (but not only) how to talk to people with mental health issues.

### **Foundation doctor forums**

All F1 doctors are encouraged to contribute and take part in the following local forums:

Foundation Local Faculty Group

Medical Junior Doctors Forum

Surgical Junior Doctors Forum

### **Any additional information**

In January each year, all Foundation Doctors attend a one to one midpoint review with the Education Team. The feedback from more than 99% of these has been very positive on the training received. An End of Placement survey is carried out after each four month post is completed.

# Brighton and Sussex University Hospitals NHS Trust

## Royal Sussex County Hospital & Princess Royal Hospital, Haywards Heath

Royal Sussex County Hospital: Eastern Road, Brighton, East Sussex, BN2 5BE

Princess Royal Hospital: Lewes Road, Haywards Heath, West Sussex, RH16 4EX

### Trust switchboard:

Royal Sussex County Hospital: 01273 696 955

Princess Royal Hospital: 01444 441 881

### Trust website:

[www.bsuh.nhs.uk](http://www.bsuh.nhs.uk)

## Key personnel

### Director of Medical Education

Mr Varadarajan Kalidasan

### Clinical Tutors

Dr Andrew Elkins – Princess Royal Hospital

Dr Jeremy Tibble – Royal Sussex County Hospital

### Foundation Training Programme Director(s)

Dr Philippa Hildick-Smith

Dr Tim Chevassut

Mr Prodip Das

Mr Ketan Desai

### Careers Tutor(s)

Dr Philippa Hildick-Smith

Dr Tim Chevassut

Mr Prodip Das

Mr Ketan Desai

### Medical Education Manager

Ms Nora Tester

### Medical Staffing Manager

Ms Clare Stankiewicz

### Foundation Programme Administrator(s)

Annie Sowinska (F2 Administrator) – based at Royal Sussex County Hospital

(recruiting) (F1 Administrator) – based at Princess Royal Hospital

## Overview of trust

BSUH operates on two sites (see below) and trainees may be required to work from either site.

## Facilities

### Postgraduate Centre

The Education Centre at the Princess Royal Hospital is located on the second floor opposite the Library. The centre has two lecture theatres - one seats 125 (and is divisible into two separate seminar rooms each fully equipped with state of the art audio visual facilities) and an 80 seat lecture theatre. Each lecture theatre has a live link to the operating theatres and two of the lecture theatres have a live link to a newly built simulation suite with control/observation room. In addition there is a seminar room that offers video conferencing facilities and remote operation of the recording equipment in the simulation suite.

Postgraduate Centres are situated on both main hospital sites and are headed by the Director of Medical Education and supported by two Clinical Tutors. The role of the Euan Keat Education Centre, based at the Princess Royal Hospital (PRH) and The Sussex Postgraduate Centre based within the Audrey Emerton Building, Brighton (AEB) is to ensure that the training provided for postgraduate doctors working within the Trust meets the educational standards prescribed by the HEKSS and the GMC.

The Postgraduate Centre, Brighton is located on the ground floor of the AEB, which is opposite the main entrance to the Royal Sussex County Hospital (RSCH) and is a combined education facility for the Trust and Brighton & Sussex Medical School (BSMS). The AEB provides state of the art teaching facilities with 16 teaching rooms, 2 lecture theatres and a clinical skills lab.

### Accommodation

Accommodation is available but availability is limited. Charges are made dependent on room size and site.

## Social activities

There is a junior doctors' mess which holds many social events. Trainees from all grades are encouraged to participate in events and in the organisational responsibilities for these.

## Doctors' mess

The doctors mess at RSCH is located within the Clinical Administration building on North Road, on the Royal Sussex County Hospital site. Both facilities provide IT and kitchen facilities.

## Library facilities

The training programme is supported by excellent Library facilities on both sites.

## IT facilities

Excellent IT facilities are available in the Health Sciences Library at PRH and also in the Audrey Emerton Building Library at RSCH on a 24-hour basis.

## Other facilities (recreational or otherwise)

There are good coffee shops and general shop facilities on the ground floor of both the PRH and RSCH, with good restaurant facilities located on both sites. There is also a Costa Café on the ground floor of the Royal Alexandra Children's Hospital which is situated within the RSCH. The AEB also enjoys a restaurant on the top floor with stunning views across to the sea. Vending machines are also accessible outside the Library of the AEB 24-hours a day.

## Local amenities/attractions

Haywards Heath is situated in the heart of the Sussex countryside with the town a short walk from the Hospital. There are many restaurants and bars, a leisure complex and a train station with easy access to Brighton, Gatwick and Crawley.

Brighton's nightlife is legendary and boasts over 200 bars and pubs. It has a thriving music scene, the biggest arts festival in England and an eclectic mix of shops and restaurants within this truly diverse cultural city. The beautiful South Downs and stunning countryside that surround Brighton are right on the doorstep.



The Royal Sussex County Hospital & Royal Alexandra Hospital for Sick Children, Brighton

## Transport links

Both hospitals are in easy reach of London with frequent trains to London Bridge and Victoria stations. We are fortunate in that both Haywards Heath and Brighton enjoy close proximity to the beautiful countryside of the South Downs and a free bus service runs hourly between each hospital site.

## Parking arrangements

Limited pay and display parking is available at the RSCH, however Brighton has excellent public transport services. There is a bus service for Trust staff operating between sites, and pay and display parking is available at PRH.

**Click [here](#)** for additional information regarding parking arrangements at BSUH.

## Accolades/achievements of the trust

The Trust continues to achieve and provide excellent standards of patient care and offers exceptional teaching programmes delivered by highly skilled specialists. In 2011 the Library and Knowledge Service gained recognition through a national NHS innovation award from the Strategic Health Library Leads. The award was for the Trust's unique "Knowledge-Share" service, which delivers highly targeted and personalised notifications to local staff of all grades and professions about newly published evidence in their areas of interest. Knowledge-Share creates a personal connection between the library service and its users, leading to increased opportunities to ensure that education and service improvement are informed by the latest evidence.

## Terms and conditions of employment

The post is subject to the Terms and Conditions of service of Hospital Medical and Dental staff as modified from time to time. Current copies of these terms and conditions may be seen in the Medical HR office.

## Any additional information

The Brighton & Sussex University Hospital Trust is a major teaching hospital and works in partnership with Brighton & Sussex Medical School (BSMS) which is one of four new medical schools created as part of the government's strategy to increase the number of qualified doctors from the UK working in the NHS. BSMS continues to be one of the most popular choices for medical students in the UK and rated top Medical School for the last academic year in a student survey.

The Trust has two main hospital sites named the Princess Royal Hospital (PRH) which includes Hurstwood Park Neurological Centre in Haywards Heath, and the Royal Sussex County Hospital (RSCH) which includes the Royal Alexandra Children's Hospital in Brighton. The Sussex Eye Hospital is also situated adjacent to the RSCH campus. The Trust employs approximately 6,000 staff, is the regional treatment centre for Nephrology, Neurosciences and Cardiothoracic Surgery and is recognized for providing a high standard of care within a large range of specialties. Therefore, we are confident that BSUH can satisfy all your training needs. It is a great place to work and train in a stimulating and innovative environment.

The 3T's Redevelopment of the Royal Sussex County Hospital. The 3T's stand for Teaching, Trauma and Tertiary Care. Teaching features in the title of the redevelopment, albeit in an acronym because investment in education at BSUH is one of the key strategic aims of the project. Several features of the new buildings have been designed to support our further development as a teaching hospital, including: simulation suite, dedicated meeting and teaching suite, enhanced IT with a wireless network throughout and improved access to computers in clinical areas. The doctors mess at RSCH is located within the Clinical Administration building on North

Road, on the Royal Sussex Country Hospital site. Both facilities provide IT and kitchen facilities.

## Foundation programme specific information

### Induction/shadowing arrangements

All incoming FY1 Trainees are invited to attend a four day Shadowing Week in the run up to induction. Feedback received from trainees who attend this Shadowing Week is always very positive and we strive to make this time as interactive as possible.

### Educational and clinical supervision

Every foundation trainee is allocated an educational supervisor for the whole year and a clinical supervisor for each post. It is expected that each trainee will arrange to meet up with their educational supervisor within the first two weeks of August and then at intervals throughout the year. Trainees should also arrange to meet their clinical supervisors within the first two weeks of each firm and again towards the end of each firm. Supervisors' names and contact details will be given out to all trainees at induction.

It is the trainee's responsibility to ensure that these meetings which are essential for sign-off take place at the expected/due times and that they are documented in the e-portfolio.

### Teaching programme

There are 78 F1 posts and 69 F2 posts at BSUH. This includes 6 leadership posts and 9 Academic posts, 3 Academic GP posts. Rotations are within Medicine, Surgery, Neurology, Orthopaedics, Neuro-Surgery, General Practice, Cardiology, Otolaryngology, Elderly Medicine, Haematology, Obstetrics & Gynaecology, Paediatrics, Paediatric Surgery, A & E, Nephrology, Psychiatry, Infectious Diseases, HIV/GUM, Anaesthetics, Gastroenterology, Endocrinology, Vascular Surgery Community posts and Urology, ensuring Foundation Training Programmes provide a wide range of clinical experience. We expect Foundation doctors to undertake on average three hours of education per week. Part of this time is covered by the BSUH teaching programmes for F1 and F2 doctors and the rest is provided by



teaching within departments. Trainees are allocated dates to attend ILS, Simulation training or ALS as appropriate. The training programme is supported by excellent Library facilities on both sites with a dedicated Librarian to support Foundation trainees. We take careers advice and support very seriously. There is well structured support of any trainees who experiences difficulties, either personal or professional and we have been praised by the STFS in how we support trainees through difficult times.

### Tasters

There is an established policy for F2 study leave which works well. F2s are encouraged to take taster sessions between August and December where possible. This year F1s have also been allowed to take their taster sessions early, in the last few months of their F1 year (in lieu of taking it in F2) if this is more convenient.

### Simulation

High fidelity training days are provided for all F1 trainees. These take place on the university campus and all previous trainees have enjoyed these tremendously. Other Simulation events are held regularly focusing on the learning needs of F1s and F2s.

### Foundation doctor forums

Two or three trainee reps are appointed for each year group. Reps attend the foundation faculty meetings (quarterly) and bring feedback from their peer group to these meetings. They also have a role in disseminating information to the wider group and hold informal discussions at intervals with other foundation trainees.

### Any additional information

The Director of Medical Education is the academic lead for postgraduate training within the Trust, and is supported by two Clinical Tutors and four Foundation Training Programme Directors. Dedicated administrative staff are based within the postgraduate centres on both sites to support you during your Foundation training.

# Croydon Health Services NHS Trust

## Croydon University Hospital

530 London Road, Croydon, Surrey, CR7 7YE

### Trust switchboard:

020 8401 3000

### Trust foundation web page:

[www.croydonhealthservices.nhs.uk](http://www.croydonhealthservices.nhs.uk)

## Key personnel

### Director of Medical Education

Dr Gita Menon

### Foundation Training Programme directors

Dr Imran Qureshi (F1)

Dr Arun Shanmugananda (F2)

### Careers Tutor(s)

Dr G Menon

Miss S Vig

Mr C Blakeley

Dr N Hashemi

Dr Arun Kumar

Mr Wail Al Sarakbi

Dr Karen Kee

Dr Amanda Humphries

### Medical Education Manager

Mrs Nisha Patel

### Head of Medical Workforce

Mrs Sally Lewis

### Foundation Programme Administrator

Mrs Karen Bounds

## Overview of trust

Further details including a list of programmes and individual placement descriptions are available at:

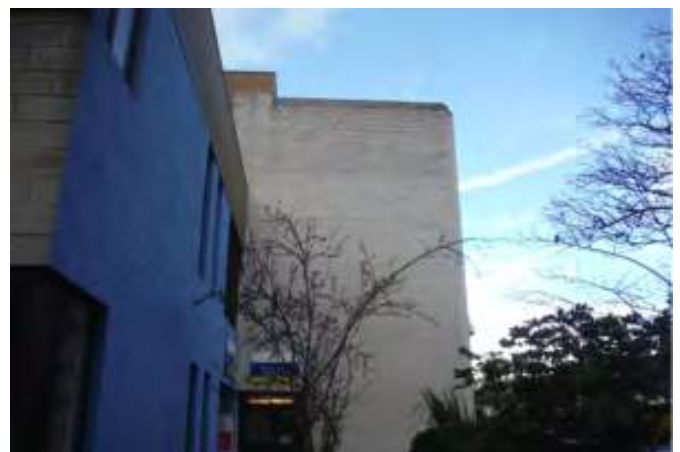
[www.lonkssfoundation.hee.nhs.uk/stfs](http://www.lonkssfoundation.hee.nhs.uk/stfs)

## Terms and Conditions of employment

The post is subject to the Terms and Conditions of Service of Hospital Medical and Dental staff as modified from time to time. Current copies of these Terms and Conditions may be seen on NHS employers website.



Front entrance to hospital



PGMC entrance

## Facilities

### Postgraduate Centre

The centre has a total of seven teaching rooms; 4 with a full range of audio visual equipment & an X-The Conservatory is used for teaching and meetings but has limited equipment. There is also a newly refurbished state of the art Dental skills laboratory, which accommodates 14 people. A four station internet café is available in the reception area.

### Accommodation

Please contact the accommodation office on; 020 8401 3377. All accommodation is subject to availability.

### Social activities

Summer & Christmas Ball and monthly pay day events organised by the Mess Committee. Information is advertised in the Centre and Mess with electronic information sent to all trainees.

### Doctors' mess

The MESS has recently been upgraded and decorated, with new lockers and a wide screen television together with Sky TV. A full size snooker table and access to 2 PC's, as well as showers and changing facilities are also available. Daily newspapers and breakfast refreshments are available. The MESS president is appointed on a yearly basis and they lead on the recreational activities that include a Summer and Christmas Ball.

### Library facilities

The newly refurbished Library is located in the PGMC, it provides the perfect space for you to study and for quiet reflection. The Library has been developed with you in mind; equipped with PCs, scanners, printing facilities and a Creative Thinking Area.

A wide range of print and electronic resources are available. The Library is also part of local and national networks, with the ability to access and loan information and resources that you need in your role.

Our qualified library staff are here to help support Junior Doctors with their professional development, they offer information skills training and a literature search service.



Staff room



Doctors in lecture theatre



Library

The library is staffed from 9am- 5pm Monday to Friday. Junior doctors can arrange to get 24/7 access to the physical library via their Intellikey.

### IT facilities

The Internet café in the PGMC has 4 PC's, IT room in the library has 14 PC's, with access to 2 PC's in the MESS.

## Other facilities (recreational or otherwise)

The newly refurbished staff gym is equipped with modern training equipment in an inviting open environment. The gym is accessible 24 hours a day with a small joining fee and £10 monthly membership fee.

## Spiritual Care

The Trust has a variety of Faith Teams and a beautiful Chapel in a quiet garden that is available for quiet contemplation. The team includes all major faith communities, with provision of Muslim prayer mats and a regular Christian Service is held each Sunday. A notice board is located in the PGMC that publicises all religious events for all denominations.

The main entrance has a small selection of shopping outlets together with ATMs and post box.

A PGMC website is available and presence of a webpage is on the Trust Internet. Details of training and courses can be obtained from here with links to all external medical agencies and other helpful sites.

There is also a doctor's page that has valuable information and is also used as form of communication by trainees on the trust home page which had been established by junior doctors as part of the quality improvement project.

## Local amenities/attractions

Croydon University Hospital is the North end of Croydon and Central Croydon hosts two large shopping centres. There is a lively night life, including a number of night clubs and cinemas, and a variety of good restaurants to the south of the borough. There is a good transport system in place with trams, train services and a 24 hour bus service.

## Transport links

Easy access to Central London via train is approx. 15 mins. Gatwick airport has a direct line from East Croydon with a similar journey time of 15 mins, and Brighton is on the same line. A short drive out brings you to countryside and a further hour would bring you into the Sussex Downs and of course Brighton seafront.



Planned Emergency Unit



Foundation trainees

## Parking arrangements

There is limited on-site parking (first come first served); the cost is £25 per annum for a permit, and then you purchase scratch cards which work out to be £2:00 per day. There is also off-site parking in surrounding roads.

## Accolades/achievements of the trust

Awards have been received for our work on the following projects:

- An STFS award for helping doctors who are having difficulty reaching their goals.
- An excellent report from the Foundation School Visit.
- STeLI 'Excellence in Education' award for the introduction of our bite size clinical skills workshops that have been organised for lunchtime sessions. These allow access for the use of our STeLI equipment provided by the London Deanery.



- A number of bids have been awarded to the Trust for its impressive state of the art Simulation Centre and the promotion of training.
- A successful Leadership course. Due to its success this is being supported by the Trust to run on an annual basis as a Foundation Leadership and Management course.

## Events 2018

Croydon Heath Service NHS trust hold several events each year and our foundation doctors are always actively involved. The trainees are involved in several quality improvement projects which are of high quality and leads to significant measurable changes. In 2018 the foundation doctors undertook a large scale project entitled 'Croydon Communicates' which had a week long series of events aimed at improving communication at all levels across the trust. Our foundation doctors feature regularly in our annual research and development day where they present their work as posters and also on platform. Throughout this academic year we have had visits from several educational organisations where the excellent performance of the foundation group has been highlighted. The Foundation doctors wards ceremony remains one of the highlights in the academic calendar with recognition of trainees who have been outstanding in various aspects of the training programme.

## Trainee Voice

### Foundation Celebration and Awards Day

We hold a number of meetings and events to help to engage trainees and give them the opportunity to speak openly about their training;

- Junior Doctors Forum (every 6 weeks)
- Trainee Voice; an opportunity to speak directly with the CEO and Directors on a regular basis
- Director of Medical Education Trainee Forum; a dedicated meeting for trainees to speak with the DME
- South Thames Foundation School representative

## Listening in Action

Listening in Action (LiA) is a staff engagement and empowerment initiative which enables staff to

identify and deliver change improvements locally and in an accelerated manner, as a result of listening to feedback at staff conversation events. It provides an opportunity to have your voice heard and to be involved in influencing and driving changes across the organization.

LiA fosters a collaborative approach to any challenges across the usual team and departmental boundaries. Above all it values the passion, commitment, expertise and knowledge of staff who are actually delivering the service and empowers you to be innovative in delivering service improvements and then to get the recognition for what you deliver.

## Any additional information

The Croydon University Hospital prides itself as a 'Great place to train, great place to learn'.

Croydon University Hospital is a 564-bedded District General Hospital (with 45-day case beds) and a 24 hour Accident & Emergency Department. The hospital is based on a 19-acre site in Thornton Heath and the earliest buildings date from 1885. The Jubilee Wing, opened in December 2004 housing a state of the art day case facility. The Trust also provides services at Purley War Memorial Hospital.

## The Edgecombe Unit opened in November

2015 and has revolutionized the delivery of urgent and emergency care at Croydon University Hospital. This unit houses four services in one; the new Rapid Assessment Medical Unit (RAMU), COPD hot clinic alongside ambulatory care (outpatient medical care), Acute Care of the Elderly (ACE) frailty unit, and ACE fast-track clinic services.

The success of the unit has been copied in the surgical specialities with new one stop rapid access assessment units.

Croydon University Hospital recently opened its newly rebuilt and refurbished Emergency Department. The unit is equipped with up-to-date diagnostic and therapeutic equipment in an environment that supports individualised patient care and promotes supported learning.

The hospital is a busy acute Trust which serves a large and diverse local population.

The Croydon University Hospital offers excellent training opportunities with a very busy A&E department that sees an enormous variety of pathology. This is supported by a full range of teaching sessions, F1's have protected teaching twice weekly and the F2's programme runs one day a month the day is set up as a scenario taking in various curriculum requirements with simulation embedded learning. There are also lunch time practical skills workshops that make use of the wide variety of simulation equipment that the Trust has acquired from bids made to and granted by the London Deanery.

## Foundation programme specific information

### Induction/shadowing arrangements

F1/2 trainees are invited to attend the week prior to the August start date and the programme is set up to offer ALS training, Induction e Learning and shadowing with the outgoing F1 trainees. This has been very well evaluated.

### Educational and clinical supervision

Each trainee is notified of their Educational Supervisor prior to starting at the Trust. For the first placement the ES also undertakes the role of Clinical Supervisor. When the trainee rotates to the next placement they receive details of who their Clinical Supervisor is, 8 weeks prior to rotating. Nomination of Educational Supervisors is, based on the achievements of the Supervisors the previous year and the role is evaluated regularly by appraisal process and trainee feedback.

### Teaching programme

There is a well supported teaching programme with protected one hour slots twice a week for Foundation year 1 and two hour slots twice monthly for Foundation year 2. All trainees are expected to be trainers and assessors for the years below and therefore the assessment of competencies is achievable as well as the development of a rounded portfolio. Although the learning in the Foundation

Years is trainee led, we are not afraid to give you a helping nudge in the right direction to ensure that you complete the year successfully.

A range of courses take place on site including:

- Advanced Life Support (ALS);
- Advanced Paediatric Life Support (APLS);
- Advanced Trauma Life Support (ATLS);
- Building Excellence in Surgical Teaching (BEST);
- Developing Excellence in Clinical Teaching (DECT) Training and Assessment In Practice (TAIP);
- Basic Orthopaedic and Trauma Skills (BOATS); and
- Core Medical Procedures Skills course for Foundation Trainees.

Foundation trainees are given the opportunity to become involved with the 'Foundation Programme for Teaching Medical Students', which, in the past, has been very well received by the target student groups from King's and St George's.

Trainees are also encouraged to be part of committee meetings such as;

- Avoiding Prescribing Errors (APE)
- Management Committees
- Teaching
- Bedside
- OSCE
- Tasters

Croydon University Hospital and the PGMC encourage taster weeks and participation in career development workshops to ensure you have the facts before making future career choices.

### Simulation

Croydon Healthcare Clinical Skills & Simulation Centre is one of the leading healthcare simulation centers in the South Thames region. Developing full immersion high-fidelity simulation training for inter-professional teams. To meet the safety needs of our staffing groups and our patient's. Our Simulation Based Learning (SBL) initiatives are designed so that all healthcare professionals can stretch their knowledge and application of clinical skills as

well as their team-working, communication and risk awareness skills in realistic but safe simulated clinical environments. With an overarching emphasis on improving Patient Safety and end patient outcomes through enhancing inter-professional team performances. Training is enhanced through a philosophy that those working together should also be training together allowing inter-professional teams the opportunity to enhance their team working skills in a safe and simulated environment.

Within the Trust the Simulation team works within the local ward environments to provide Mobile In-situ Guerrilla Simulation (MIGS) training to the local inter-professional teams in their own ward environment. Often providing training unannounced to staff to probe the system. Addressing the local training needs of staff and of patient safety concerns to build a more robust local patient safety structure. These programmes are design collaboratively with local Practice Education, managerial and medical staffing teams to address identified needs allowing all staff to train together, generating a greater degree of team awareness, communication and cohesion.

Collaboratively working with local leads within the Trust and within the South London Simulation Network, Croydon Clinical Skills & Simulation Centre provide an array of Simulation based and Clinical Skills Courses that blend patient safety themes with practical reflective learning models in both uni-professional and inter-professional groups. Developing heightened team awareness skills and understanding using simulation based training initiatives. While developing knowledge and awareness of clinical assessment tools like EWS and communication tools like SBAR.

### Foundation doctor forums

F1 Representatives are appointed to represent the group; this is a peer process. The named trainees will be invited to the Faculty meetings that take place 4 times a year.

The Chief Executive has a monthly junior doctor feedback meeting and each quarter the BMA are invited to attend. The F1 reps are encouraged to join Management meetings and have access via the PA to the Director of Operations.



Doctors in classroom

Early Feedback meetings are set up with trainees at around the 3-month marker and again at 6 and 9 months.

### Any additional information

We have now supported 10 years of Foundation Trainees through the Foundation Years to become competitive for entry into the core training programme of their choice.

We try and ensure Foundation involvement in every aspect of the hospital environment and host a successful Junior Doctors feedback Forum where your voices are heard and evoke change. The Foundation representatives sit on the Faculty Board and allow your views to improve the Programme. The most recent FY1s are involved in a service improvement programme to ensure training and service needs are met despite EWTD.

We have set up trainee led Teaching, Patient Safety, Leadership and Service Improvement Committees. These have led to many presentations, posters and

papers allowing trainees to evidence their skills. We have also set up the Foundation Management and Leadership course which trainees find insightful and aids towards developing their non-clinical skills which are also an essential part of development.

The Foundation Programme Directors, operate an open door policy and are available on request. Dr Gita Menon (Director of Medical Education) and Nisha Patel (Medical Education Manager) are also

available for added support as and when required. Karen Bounds will ensure that your portfolios are full of your reflections of your experiences at CUH.

We hope that you will enjoy your year with us and encourage you to approach current FY1s for their experiences of a learning environment.

We look forward to meeting you and hope you will enjoy your stay at CUH.



# Dartford & Gravesham NHS Trust

## Darent Valley Hospital

Darent Wood Road, Dartford, Kent, DA2 8DA

### Trust switchboard:

01322 428100

### Trust website:

[www.dvh.nhs.uk](http://www.dvh.nhs.uk)

[www.dgtclinicaleducation.nhs.uk](http://www.dgtclinicaleducation.nhs.uk)

## Key personnel

### Director of Clinical Education

Professor Ali Bokhari

Clinical Tutor

Miss Urmila Singh

### Foundation Training Programme Director(s)

Dr Mathias Toth FY1

Dr Shahinul Khan FY2

### Simulation Lead

Dr Zakoulla Belagodu

### Medical Education Manager

Mrs Helen Addison

### Deputy Medical Education Manager

Mrs Tracy Jollie

### Medical Staffing Manager

Miss Jade Bourne

### Medical Education Officer

Mrs Denise Smith FY1

Mr Brian Labigalini FY2

## Facilities

### Postgraduate Centre

The Philip Farrant Education Centre is a multi-disciplinary Education Centre, which has a number of well-furnished and equipped training rooms. The Medical Education Department is located in the Centre and has an open door policy. The department works with College Tutors and Specialty Leads to ensure training provided meets the educational standards prescribed by the STFS, Royal College and Faculties, GMC and Health Education England. The team will ensure all trainees always receive a warm welcome and the support required.

Dartford and Gravesham NHS Trust has a purpose built Simulation Suite, which opened in 2012, with facilities to deliver simulation using a variety of high fidelity manikins. To facilitate effective learning, the Education Centre's training rooms are all able to receive video links for observers to assist debriefing.

We have a Clinical Skills Lab, which opened in June 2015, providing learners with the opportunity to practice key clinical skills on purpose built task manikins in a safe environment.

In addition to the protected teaching sessions for each training programme, trainees may book to attend a number of courses including Basic Surgical Skills, Respiratory Training Series, ALS and ILS. For a more extensive list please contact the Education Centre.

There are also opportunities for the Foundation Doctors to join the Foundation Teaching, Simulation and Leadership Faculties and work closely with the leads and participate in projects and training.

## Accommodation

The accommodation provided is modern, comfortable and located within the hospital grounds. Rooms are available for staff at a reasonable rate and may be booked from one night to the length of the placement at the Trust. The



single rooms or apartments will suit staff looking for cost effective, well managed and close to the workplace accommodation.

### Social activities

Within the Trust there are a number of activities including the Summer Ball, Summer Fetes, Yoga and Film Club.

### Doctors' mess

The Doctors' Mess is situated near to the Education Centre, and Hospital Restaurant. The comfortable sofas, kitchenette area, TV and PC make it a great area to relax between shifts. The subscription fee is just £10 per month, which is deducted from your salary, and this funds not only the mess amenities, which include tea, coffee and seemingly unlimited snacks – not forgetting Pizza – but also activities arranged by the Mess Presidents such as special meals, and many evenings out.

### Library facilities

The professional library is based adjacent to the Philip Farrant Education Centre and is accessible 24 hours a day. We also have a Clinical Librarian who attends ward rounds and meetings on wards and in departments. She collects evidence to help with patient care and assists in Research and Journals Clubs.

Services include:

- Enquiries and literature searches
- Information skills training
- Electronic resources, including access to Up-to-date
- Book, article and DVD supply
- Computer access
- Printing and photocopying
- Postal services for staff in the community
- Laptops and audio-visual equipment to loan

### IT facilities

The IT and AV facilities within the Trust are modern and allow trainees to access all appropriate sites for their training. PCs are available on all wards



for educational use and there are a number of PCs within the library. e-Handover is used for handover and Medicus is used for in-patient tracking in Medicine and additional apps are being developed.

### Other facilities (recreational or otherwise)

Within the hospital staff have access to complementary therapy sessions, an on-site gym with a personal fitness adviser, healthy eating and the award winning Occupational Health Lifestyle Programme. Staff are able to attend jogging club, Zumba, yoga and Pilates classes. A full Hospital Chaplaincy Service is also available.

### Local amenities/attractions

Dartford has a range of attractions some of which are very close to the hospital, such as:

Bluewater, one of the largest shopping centres in Europe is a few minutes from the hospital and provides over 330 stores of fashion, 40 cafes, bars and restaurants plus a Showcase cinema, boating lake, Gravity Trampoline Park and mini golf.

David Lloyd Gym, with an extensive range of state of the art facilities, including a swimming pool and racket sports facilities.

Other attractions nearby include the Orchard Theatre, spa facilities, National Trust property, woodland walks and nature trails, museums, motor racing venue (Brands Hatch), golf courses, night clubs and bars. Kent's beautiful coast is also just a short drive away.

## Transport links

Dartford has excellent transport links to London and the South Kent Coast.

Dartford is currently served by several main train stations:

Dartford and Greenhithe Train Stations run services to all London main line stations, with the journey time taking between 30 – 40 minutes. The North Kent Line also runs to the Medway towns and the Kent coast. There is a Fastrack bus service from the hospital to the station, which only takes 10 minutes.

Ebbsfleet International Station runs Eurostar services to Paris and Brussels and high-speed services to London St Pancras, Faversham, Margate and Dover. The Fastrack bus service again links Ebbsfleet to Darent Valley Hospital.

For the motorist, Dartford is linked to London via the A2. The A2 links Dartford to the Kent Coast via the M2 motorway, which leads to Canterbury, and Dover.

Access to the M25 London Orbital Motorway is just 5 minutes away and the Dartford Tunnel / Queen Elizabeth II bridge gains access to Essex and the north M25 for travel to the North via the M1 and M11.

The southern section of the M25 gives access to the M20 to Maidstone, Folkestone and Dover, the M23 to Gatwick Airport and Brighton, the A3 to Guildford and Portsmouth, and the M3 to Southampton.

## Parking arrangements

On-site parking permits may be applied for.

## Accolades/achievements of the trust

- Investors in People Award
- HSJ 100 Award
- Excellent healthcare ratings
- CHKS Top 40 Hospitals Award
- Top quartile performer in staff survey

## Terms and conditions of employment

Hospital and Dental Staff (England and Wales).

## Any additional information

Darent Valley offers a comprehensive range of acute hospital based services to around 400,000 people in North Kent and South East London. The hospital opened in September 2000 and now has c. 500 inpatient beds. We offer day-care surgery, general surgery, trauma, orthopaedics, urology, pain services, cardiology, diabetes and endocrinology, neurology, gastroenterology, elderly care, general medicine, ITU HDU and level 1 care, an acute medical unit, a chemotherapy day unit, a breast unit, maternity, paediatrics and a special care baby unit. ENT, ophthalmology and Maxfax surgery are provided on the site by other Trusts. Our chest physicians have the first EBUS service in KSS and we have just opened a combined nephrology/urology unit, which will provide all care around acute renal disease, including acute dialysis and advanced renal stone treatments. Thus DVH offers a very comprehensive range of services as a District General Hospital.

Dartford and Gravesham NHS Trust is a growing business and has taken over the running of outpatient, imaging, therapies, elective day care and inpatient services at Queen Mary's Hospital, Sidcup and radiology at Erith Hospital.

With the provision of emergency medical services in South East London changing and our wide range of services, Darent Valley Hospital is seeing an increasing number of their residents. This has a knock on effect on the pathology we encounter in A & E, such as an increasing number of sickle cell disease patients and malaria cases, which allows trainees to experience a wider range of pathologies.

## Foundation programme specific information

### Induction/shadowing arrangements

Foundation Year One Trainees commence in post a few days prior to the August 'change-over' date. Sessions are timetabled to allow incoming F1 Trainees to work alongside the F1 from whom they will be taking over and gain an insight into the role and responsibilities of a Foundation Trainee. The programme for the week includes Trust induction, which focuses on the needs of the F1 trainee, 'Asked to See Patient' Workshop, and other mandatory topics. F1s have the opportunity to meet the Foundation Leads, Director of Clinical Education and the Clinical Education Team. This programme is subject to change based on the FY1 feedback. All incoming F1 Trainees receive the full rate of pay for this period.

If incoming F2 trainees wish to complete a shadowing placement this can also be arranged through the Medical Education Department.

### Educational and clinical supervision

Every Foundation Trainee will be assigned an Educational Supervisor (ES) who will act as Supervisor and Mentor for the twelve months at DVH. The ES will provide regular feedback and advice to ensure the necessary clinical and educational progress is made throughout the Foundation year.

In addition to the above, each trainee will be assigned a Clinical Supervisor (CS) for each placement. The CS is responsible for day-to-day clinical progress and advice relating to the particular specialty.

The ES and CS communicate to ensure you are progressing satisfactorily and information is fed into the Foundation Faculty Group Meetings, which are chaired by the Foundation Leads.

### Teaching programme

Formal protected teaching specifically for Foundation is delivered at set times. Each Specialty also provides regular weekly lunchtime meetings and monthly half day training/teaching programmes, which

Foundation Trainees are expected to contribute to by either presenting cases or audits. Specific gaps in a trainee's skills such as insertion of chest drains and lumbar punctures can also be addressed by the trainee attending the Trust's Acute Medical Unit or ITU where these procedures are regularly performed.

During their stay at DVH, the trainee is expected to enrol in the SCRIPT e-learning programme and complete a set number of modules. Following completion of each module, the trainee will be awarded a certificate. Further details on SCRIPT can be found on the STFS website.

F1 and F2 Trainees have the opportunity to receive ALS training within the Trust, if required. The Trust is also supportive of F2 trainees taking study leave to further their careers and develop a wider knowledge base.

The Trust's library, besides having a good stock of journals and textbooks, offers regular courses in critical appraisal and literature search, and PCs for internet access. The Trust is also committed to research and, for those trainees who wish to participate, our Research and Development Committee and its manager would be happy to advise.

### Tasters

Foundation Year One and Two Trainees may apply for "taster" periods in other specialties provided they have support from their Educational Supervisor and the Foundation Faculty Board. Tasters are a good opportunity to try specialties that are not included in their rotations. F1 doctors can 'borrow' 5 days' study leave from their F2 year to undertake tasters.

### Simulation

Participants in simulation at DVH are able to access a wide variety of simulation activities. For Foundation Year Trainees we provide a programme focussing on core Clinical topics and Human Factors. This training is built into the protected teaching programme for all Foundation Trainees.

For further exposure and to help identify human factors in practice an In Situ simulation programme is provided with the simulation team bringing the simulation to the clinical environment where care is delivered.





There are also a variety of simulation based specialist courses delivered with the assistance of clinical specialities such as ED, Medical teams and Paediatrics.

The Clinical Skills Lab is ideal for small group teaching and is designed to support learners with the development of a variety of clinical skills and is supported by part task simulators such as catheterisation, IV insertion and ophthalmology simulators, allowing practice of technique prior to applying skills in supported practice.

### Foundation doctor forums

Darent Valley encourages all Foundation Trainees to contribute to and participate in the delivery of medical education. To ensure that communication channels are in place, each cohort of trainees are formally represented by two trainee elected representatives and all trainees are welcome at the Foundation Faculty Group Meetings where training is discussed and decisions made.

### Any additional information

F1 and F2s are nominated each year for the South Thames Foundation School awards scheme which offers merits in teaching, audit, portfolio and leadership. In addition, Darent Valley offers a number of local awards for outstanding achievements in areas such as teaching and trainee doctor of the year.

The Trust is fully committed to the training and development of its entire staff and has strong links with King's College London Medical School, the Universities of Greenwich and Canterbury, the new Kent and Medway Medical School and the South Thames Foundation School. It takes medical students from the GKT/KCL campus and nurse students from Greenwich University, offering foundation trainees teaching opportunities.

# East Kent Hospitals University NHS Foundation Trust

## Kent & Canterbury Hospital

Ethelbert Road, Canterbury, Kent, CT1 3NG

### Trust switchboard:

01227 766877

### Trust website:

[www.ekhuft.nhs.uk](http://www.ekhuft.nhs.uk)

[www.meded.ekhuft.nhs.uk](http://www.meded.ekhuft.nhs.uk)

## Key personnel

### Director of Medical Education

Dr Prathiba Bandipalyam

### Clinical Tutor

Dr Martin Mayall

### Foundation Training Programme Director

Dr Mohammed Ali

### Careers Tutor

Mrs Carla Wearing

### Medical Education Manager

Mrs June Mossop-Toms (Quality)

### Medical Staffing Manager

Ms Kim Fishlock

### Foundation Programme Administrator

Becky Newton

## Overview of trust

East Kent Hospitals University NHS Foundation Trust (EKHUFT) is one of the largest hospital trusts in the country, with more than 6,000 staff serving a population exceeding 700,000 and provides integrated patient care in East Kent with over 80 clinical specialties. Established on 1st April 1999, EKHUFT has three acute hospitals at Canterbury, Margate and Ashford, with smaller hospitals in Dover and Folkestone.

## Education Centre

The Education Centre at Kent and Canterbury Hospital is a large, proactive centre, supported by a friendly, helpful team. Facilities and resources in the Centre include a lecture theatre which holds 87 people, a number of teaching rooms/classrooms, and video conferencing video, data and slide projection equipment and other educational aids which can be used in each room. There is also a large lounge area which includes an informal ICT (cybernet) area with 6 PCs.

The Centre also has a multi-professional Clinical Skills Laboratory, offering skills training opportunities to all clinical staff and various clinical skills training models are available for training/practice.

The Education Centre also has Wi-Fi access and has a very pleasant dining room with its own caterers providing freshly prepared food Monday to Friday. More information can be found at – [www.meded.ekhuft.nhs.uk](http://www.meded.ekhuft.nhs.uk)



## Accommodation

Each flat has 2 bathrooms, a kitchen and 3 bedrooms, of which each has its own lounge. There is also a common room which has a TV and sofas. The accommodation is on-site at The Orchards residences and a two-minute walk to all areas of the hospital. Please contact [accommodation.kch@serco.com](mailto:accommodation.kch@serco.com) for all enquiries and information on rooms or go to our accommodation website – <https://www.ekhuft.nhs.uk/patients-and-visitors/work-here/living-in-east-kent/accommodation/>. All accommodation has built in Wi-Fi

## Social activities

Canterbury is a beautiful historic city, with the main attraction being Canterbury Cathedral. It has a large student and tourist population, with a huge variety of attractions, restaurants, pubs and indoor and outdoor activities to suit all tastes and interests including Whitefriars shopping area, cinemas, theatres, river tours, nightclubs, wildlife parks, sports facilities including Kent County Cricket ground at the back of the Hospital. For more information visit [www.canterbury.co.uk](http://www.canterbury.co.uk).

There is plenty to do in and around Canterbury in the evenings. As a city with two universities, Canterbury offers a lively night scene and a wealth of cultural activities and events. The Doctors' Mess arranges regular nights out including quiz nights, meals and end of year ball.

The beautiful coast of East Kent, with its sandy beaches, areas of outstanding scientific interest and beauty and wide range of water-based sports and activities is only 20-30 minutes away by car or by train/bus. Canterbury is surrounded by beautiful countryside and villages too. Visit [www.visitkent.co.uk](http://www.visitkent.co.uk) for more information.

The high speed train runs a regular service which provides a fast link to London and Dover and Folkestone are not too far away for visits into France and the rest of Europe. It takes under an hour from St Pancras to Canterbury.



## Doctors' mess

This small comfy room is based on the 2nd Floor, 1937 building. The mess has lots of couches, tea and coffee, pool table and whatever food the mess shop has to offer for that week (provided you have paid your subscription fee – £10 per month, deductible from your salary). Users are required to keep the mess tidy.



## Library facilities

There is a well-stocked multi-disciplinary library with 8 open access PCs available for use together with printing, copying and scanning facilities. The library is staffed from 9.00 am to 5.00 pm, Monday to Friday.

24-hour access to the library is available with a key fob from the main office or the Library in the postgraduate centre at a charge of £3.00.

Using your NHS OpenAthens account (the libraries are the Athens administrators for the Trust) you can access powerful clinical knowledge tools such as Up-to-date, BMJ Case Reports and Elsevier's Clinical Key. We are part of the Kent, Surrey and Sussex (KSS) network of Healthcare Libraries which provides extensive resources, both printed and electronic. You can access the main healthcare databases and also search thousands of full-text journals and hundreds of eBooks both on and off site. We can track down journal articles, request books from other libraries and run literature searches.

Our qualified staff can provide support for research, appraisal, career planning and other academic and professional activities as well as assisting and advising with the preparation of content for publication.

See [www.ekhuft.nhs.uk/libraries](http://www.ekhuft.nhs.uk/libraries) for further information and contact details.

## IT facilities

There are 16 work stations that are available in the Education Centre 24 hours a day. Wi-Fi access is now available. A Key fob can be issued if you wish to have out-of-hours access.

The Directorate of Medical Education is actively involved with innovative work in which foundation doctors have been instrumental in being involved with.

## Other facilities (recreational or otherwise)

See social activities.

## Local amenities/attractions

Canterbury offers you so much to see and do during your stay with a huge variety of attractions and indoor and outdoor activities to suit all tastes and interests (see social activities).



## Transport links

There is a high speed train with regular trains running every weekday, which makes travel between Kent and central London faster than ever. Travelling time is from Canterbury West Station to St Pancras is 56 minutes. Should note that CBW is 30 mins from the Hospital

Coach and bus service is also available. Visit the hospital website for travel details to Kent & Canterbury Hospital – [www.ekhuft.nhs.uk/patients-and-visitors/kent-and-canterbury-hospital](http://www.ekhuft.nhs.uk/patients-and-visitors/kent-and-canterbury-hospital)

## Parking arrangements

Parking permits are available on application for all members of staff who park within the hospital grounds. This is currently deducted from your salary monthly.

## Accolades/achievements of the trust

Kent & Canterbury (and East Kent as a whole) has a tradition of being a popular and friendly hospital (and Trust) for trainees.

## East Kent Hospitals University Foundation Trust

### Information on the Trust:

- it employs nearly 8000 staff
- serve a local population of almost 670,000
- it has 94,000 inpatients a year
- 727,000 outpatient appointments a year
- 200,000 A&E attendances
- The Trust is one of the largest in England



- It's motto is 'We care' and everything we do is guided by our vision, mission and values.
- It's vision is 'great healthcare from great people'
- It's mission is our reason for being here: 'Together we care: improving health and lives'

The Trust values are:

- Caring – people feel cared for as individuals
- Safe – people feel safe, reassured and involved
- Respect – people feel teamwork, trust and mutual respect sit at the heart of everything we do
- Making a Difference – people feel confident we are making a difference

The Trust's strategic priorities are: patients, people, partnerships and provision

EKHUFT have a national and international reputation for delivering high quality specialist care, particularly in urology, kidney disease, stroke and vascular services. It also values and pursues excellence in research and innovation and EKHUFT has been ranked first in Kent for clinical research studies.

For more information on the Trust go to – [www.ekhuft.nhs.uk](http://www.ekhuft.nhs.uk)

Additional, useful information on the Medical Education website – <http://meded.ekhuft.nhs.uk> and <https://view.pagetiger.com/junior-doctors/welcome/page2.htm>

## Terms and conditions of employment

[www.nhsemployers.org/your-workforce](http://www.nhsemployers.org/your-workforce)

From 2020, Kent will have its own medical school in the shape of the Kent and Medway Medical School, which will combine the expertise of the University of Kent and Canterbury Christ Church University. East Kent, along with other trusts in Kent, will have a major role to play in offering secondary care placements and teaching opportunities, with the aspiration that future medical students qualifying from the Kent and Medway Medical School will take up recruitment opportunities in East Kent.

For foundation trainees, this will open up opportunities to provide mentoring and shadowing to the medical students as well as "peer" teaching and more. East Kent is also keen to support quality

improvement opportunities and costs an annual Quality Improvement Project competition for trainees to showcase their projects. Leadership opportunities eg trainee representative are also available.

## Any additional information

The Directorate actively encourages trainees to be involved as trainee representatives, to be a proactive postgraduate doctors' voice, on specialty local faculty groups and Local Academic Board.

## Foundation programme specific information

### Induction/shadowing arrangements

All F1s are invited to attend an induction which includes shadowing of the current F1 whose job they will be taking over. There will be a small honorarium for attending this induction.

There is also an active Social Induction Programme organised to further enhance their orientation.

### Educational and clinical supervision

All foundation doctors are allocated an Educational Supervisor at the beginning of their year. The Educational Supervisor works closely with the foundation doctor and has regular meetings throughout the foundation year and is able to offer careers support and advice as needed. For the second and subsequent rotations, each trainee has a Clinical Supervisor for day to day supervision and educational meetings. All Educational and Clinical Supervisors are accredited as a supervisor or working towards it.

### Foundation programme

In Foundation Year 1 (FY1) at K&CH there are 8 posts, comprising of Vascular and Urology Surgery, Renal, Anaesthetics and Psychiatry. Geriatric Medicine will be based at QEQM hospital, Respiratory Medicine, Gastroenterology and Cardiology placements will be on The William Harvey Hospital site.

Teaching for F1 doctors is on Thursday 2-4pm and is protected (bleep free) with lunch provided.

In Foundation Year 2 (FY2), at K&CH there are 12 posts comprising of, General Practice, Urology,

Vascular Surgery, Intensive Care, Renal, Haematology and Psychiatry.

Teaching for F2 doctors is every Thursday from 2pm-4pm protected (bleep free) with lunch provided.

K&CH also nominate F1s and F2s each year for the South Thames Foundation School's award scheme which offers merits in teaching, audit, portfolio and leadership. We are also able to nominate any candidate who we feel has made an outstanding contribution during the year.

### Tasters

Tasters are available for F1s and F2s to do during their year at Canterbury. This is a good opportunity for trainees to try the speciality which is not within their rotations. Tasters are often taken in specialities such as GP which are not always covered in the 2-year rota. Various specialty tasters can be arranged.

### Simulation

East Kent runs its own simulation training days which are mandatory to F1 and F2 doctors at the Simulation Suite, William Harvey Hospital or Devon House in Margate, which includes the latest SimMan 3G training model.

[www.ekhuft.nhs.uk/patients-and-visitors/services/simulation-services](http://www.ekhuft.nhs.uk/patients-and-visitors/services/simulation-services)

### Foundation doctor forums

The Education Centre holds Trust wide Foundation Faculty meetings and foundation trainees are encouraged to become trainee representatives for this and be integral members. Trainee representatives are actively encouraged to be a trainee representative on the Local Academic Board too.

### Any additional information

MedStart is an initiative where Foundation Doctors can become involved in with teaching and planning OSCE style stations to local school students interested in a career in medicine.

The Medical Education Directorate host an annual Oscar-style Health Education Awards evening. We recognise that our transient population of medical students and training doctors do not always receive sufficient recognition for their contribution to the Trust during their placements/posts. An enjoyable



evening in the Gulbenkian Theatre in Canterbury provides us with the opportunity to celebrate professionalism, teaching excellence, leadership with a range of awards and with an overall award for Junior Doctor of the Year. Dr Prathibha, Director of Medical Education, has commented 'Our junior doctors contribute a great deal while they are with us and we hope that East Kent has a real role to play in helping to shape them as the professional, competent and compassionate doctors of the future.' The evening is a lot of fun and the awards, both physical and in certificate form, are great additions to any portfolio/CV.

# East Kent Hospitals University NHS Foundation Trust

Queen Elizabeth the Queen Mother  
Hospital St Peter's Road, Margate,  
Kent, CT9 4AN

**Trust switchboard:**

01843 225544

**Trust website:**

[www.ekhuft.nhs.uk/patients-and-visitors](http://www.ekhuft.nhs.uk/patients-and-visitors)

<http://meded.ekhuft.nhs.uk>

## Key Personnel

**Director of Medical Education**

Dr Prathiba Bandipalyam

**Clinical Tutor**

Miss Elizabeth Sharp

**Foundation Training Programme Director(s)**

Dr Christopher McGettigan

Mrs Keyuri Shrotri

**Careers Tutors**

Mrs Keyuri Shrotri

Dr Christopher McGettigan

**Medical Education Managers**

Mr Rags Subramaniam (Operations)

Mrs June Mossop-Toms (Quality)

Mrs Susan Kennedy

**Quality Medical Staffing Manager**

Ms Kim Fishlock

**Education Centre Manager**

Mrs Karen Nicholson

**Foundation Programme Administrator**

Mrs Dawn Warren

## Overview of trust

East Kent Hospitals University NHS Foundation Trust (EKHUFT) is one of the largest hospital trusts in the country, with more than 6,000 staff serving a population exceeding 700,000 and provides integrated patient care in East Kent with over 80 clinical specialties. Established on 1st April 1999, EKHUFT has three acute hospitals at Canterbury, Margate and Ashford, with smaller hospitals in Dover and Folkestone.



## Postgraduate Centre

The Education Centre offers a lecture theatre, a number of teaching and seminar rooms and a dedicated clinical skills lab with a wide range of equipment, models and facilities. There are projection and video conferencing facilities throughout the centre. The Centre administrative staff are extremely helpful and knowledgeable and are heavily involved in providing the essential support that Foundation Programme doctors require. There is a skilled Audio Visual Technician who is able to provide support. The Education Centres across the Trust also have Wi-Fi access. More information can be found at – <http://meded.ekhuft.nhs.uk>

## Accommodation

QEQMH has high standard, on-site, modern accommodation blocks that are available to F1 Doctors. These blocks have been very well received and a second phase was completed in early 2010.



Situated 2 minutes away from the main hospital building, they are perfect for young, busy doctors. Please contact [https://accommodation.ekhuft.nhs.uk/Accommodation\\_Portal](https://accommodation.ekhuft.nhs.uk/Accommodation_Portal) for all enquiries and information on rooms.

## Social activities

The Medical Education Directorate at EKHUFT has seen other Trusts adopting its innovative Social Induction Programme for Foundation Doctors. Organised by the outgoing FP doctors, this sees a programme of events and activities in the induction week evenings/weekend that allow new FP doctors to socialize with those whose jobs they are taking and with consultants and other key members of the teams in which they will be working.

## Doctors' mess

The Doctors' mess at Queen Elizabeth the Queen Mother Hospital is spacious, lively and well supported. Located close to all wards and the Seasons restaurant, it is a focal point for the doctors to relax, study in and gather before mess-organised events. In the mess, there is a pool table, table football and Sky TV. The mess subscription fee is £10 per month.

## Library facilities

There is a well-stocked multi-disciplinary library located in a convenient central location within the hospital. The friendly team staff the Library between 9am and 5pm, Monday to Friday, with 24 hour access available outside these core hours via a library security key fob, obtainable from library staff for a charge of £3.00.

There are 17 open access PCs available for use together with printing, copying and scanning facilities, as well as a separate Library Quiet Study room. The Library is also able to offer Wi-Fi access as part of the Trust's free internet facility.

Using your NHS Open Athens account, you can access powerful clinical knowledge tools such as UpToDate, BMJ Case Reports and Elsevier's Clinical Key. We are part of the Kent, Surrey and Sussex (KSS) network of Healthcare Libraries which provides extensive resources, both printed and electronic. You can access the main healthcare databases and also search thousands of full-text journals and hundreds of eBooks both on and off site. We can track down journal articles, request books from other libraries and run literature searches.

Our qualified staff can provide support for research, appraisal, career planning and other academic and professional activities, as well as assisting and advising with the preparation of content for publication. This support is delivered as part of the teaching programme for both students and trainees but ad hoc sessions can also be arranged.

See [www.ekhuft.nhs.uk/libraries](http://www.ekhuft.nhs.uk/libraries) for further information and contact details.

## IT facilities

Open access computers are available in the library providing access to Microsoft Office products and internet access via the hospital network. The teaching rooms and lecture theatre have Wi-Fi internet access.

## Local amenities/attractions

Margate itself is a popular, up-and-coming town with plenty of nightlife, a multi-million-pound casino, cinemas, theatres and an enviable coastline, some of which is perfect for water sports such as surfing and jet-skiing.

Shopping and recreational facilities attract people from across the area. In 2011, the Turner Contemporary, a multi-million-pound gallery







designed by award-winning architect David Chipperfield, has opened in Margate has attracted many national and international visitors. The UK's original Dreamland Amusement Park has now reopened after an £18m restoration.

### Transport links

Transport links to London are quick, direct and frequent. The new high-speed rail service means that journey times to St Pancras have been cut to 1 ¼ hours. There are also ferry services to Europe from the ports of Ramsgate and Dover, both a short distance from Margate.

Travelling to Ramsgate, Canterbury, Ashford and West Kent is also straightforward, allowing you the freedom to explore more of Kent at your leisure. It is easy to see why East Kent is becoming so popular – all the attractions without the London prices or stress.

### Parking arrangements

The parking is permit based which can be applied for prior to starting. <https://www.ekhuft.nhs.uk/staff/work-life/travelsmart/>

### Accolades/achievements of the trust

- EKHUFT have a national and international reputation for delivering high quality specialist care, particularly in urology, kidney disease, stroke and vascular services. The Trust values and pursues excellence in research and innovation
- EKHUFT has been ranked first in Kent for clinical research studies.

### New Medical School

From 2020 Kent will have its own medical school in the shape of the Kent and Medway Medical School,

which will combine the expertise of the University of Kent and Canterbury Christ Church University. East Kent, along with other Trusts in Kent, will have a major role to play in offering secondary care placements and teaching opportunities, with the aspiration that future medical students qualifying from the Kent and Medway Medical School will take up recruitment opportunities in East Kent.

For foundation trainees, this will open up opportunities to provide mentoring and shadowing to the medical students as well as “peer” teaching and more.

East Kent is also keen to support quality improvement opportunities and hosts an annual Quality Improvement Project competition for trainees to showcase their projects.

Leadership opportunities eg trainee representative are also available.

### Terms and conditions of employment

[www.nhsemployers.org/your-workforce/pay-and-reward/medical-staff](http://www.nhsemployers.org/your-workforce/pay-and-reward/medical-staff)

### Any additional information

EKHUFT provides a popular and friendly destination for training doctors and medical students. There is a growing trend in the Trust for medical students to return to us as Foundation Programme doctors, such has been the quality of their experience in East Kent. The Trust takes Years 3, 4 and 5 medical students, predominantly from King's College London Medical School. We also now train Medical Students from St George's International School of Medicine. In recognition of the excellent educational experience that medical students benefit from at EKHUFT, the Trust was awarded university status in 2008.

The new Kent & Medway Medical School is opening soon, with the first students commencing in 2020 which EKHUFT will have a collaborative role in working with.

### Queen Elizabeth the Queen Mother Hospital

Based in the seaside town of Margate, The Queen Elizabeth, the Queen mother Hospital (QEQM), provides the full range of accident, emergency and elective services and district general hospital services.

Recent developments have included new operating theatres; ITU facilities; children's inpatient and outpatient facilities; a cardiac catheter laboratory; outpatient department and a cancer unit. There have been extensive improvements to staff accommodation.

Additional diagnostic capacity is currently being installed and the A&E facilities have been upgraded.



## Foundation programme specific information

### Induction/shadowing arrangements

All F1 doctors are invited to attend a 4 day Induction with a varied programme, which includes shadowing of the incumbent F1 whose job they will be taking over. There is also an active Social Induction Programme organised to further enhance their orientation.

Useful information can be found on the new junior doctor starter portal – <https://view.pagetiger.com/junior-doctors/welcome>

### Educational and clinical supervision

All foundation doctors are allocated an educational supervisor at the beginning of their year. The educational supervisor works closely with the foundation doctor and has regular meetings throughout the foundation year and is able to offer careers support and advice as needed. For the second and subsequent rotations, each trainee has a clinical supervisor for day to day supervision and educational meetings. All educational supervisors have undertaken an educational supervisor accredited course or are working towards it.



## Foundation Programme

In Foundation Year 1 (FY1) at QEQQMH there are 30 posts. The majority of trainees will undertake 12 months at QEQQMH, split into 4 month rotations comprising of Surgery, Geriatric Medicine, Acute medicine, Cardiology, Diabetes, Paediatrics, Respiratory medicine, Gastroenterology, Rheumatology, Endocrinology, Gynaecology and Intensive Medical Care. Trainees undertaking posts in Vascular & Urology and Psychiatry will be off-site.

Teaching for F1 doctors is on Mondays and Wednesdays from 1-2pm and is protected (bleep free) with lunch provided.

In Foundation Year 2 there are 25 posts comprising of Emergency Medicine, General Practice, Acute Medicine, Ambulatory Care, General Surgery, Geriatric Medicine, Cardiology, Intensive Care, Obstetrics & Gynaecology, Paediatrics and Psychiatry. Also Ophthalmology which is off site.

Teaching for F2 doctors is every Thursday afternoon which includes the Trust Grand Round followed by dedicated FY2 teaching. In addition you are invited to the Medical Half Days once a month.

### Tasters

Tasters are available for F2 doctors and trainees are encouraged to undertake them. They are a good opportunity to try specialties that are not included in their rotations. In the past these have been taken in such areas as Public Health, Anaesthetics, Palliative Care, Paediatrics.

In line with STFS recommendations, F1s can 'borrow' 5 study days from their F2 year to undertake tasters in order to help inform their career choices.

## Simulation

EKHUFT runs its own simulation training days, which are mandatory for F1 doctors. The Trust also offers ALS and Foundation Realistic On Call Simulation Training.

## Foundation Meetings

There is a Trust wide Foundation Faculty and trainee representatives are integral members of this.

Trainee representatives are actively encouraged to be a trainee representative on the Local Academic Board too.

## Any additional information

The Medical Education Directorate hosts an annual Health Education Awards event, which celebrates and acknowledges the hard work and success of our junior doctors, medical students and other involved and who support education and training.



# East Kent Hospitals University NHS Foundation Trust

## William Harvey Hospital

Kennington Road, Willesborough, Ashford, Kent, TN24 0LZ

### Trust switchboard:

01233 633331

### Trust website:

[www.ekhuft.nhs.uk](http://www.ekhuft.nhs.uk)

## Key personnel

### Director of Medical Education

Dr Prathiba Bandipalyam

### Clinical Tutor

Mr Jalal Maryosh

### Foundation Training Programme Director

Mr Jalal Maryosh

### Medical Education Manager

Rags Subramaniam

June Mossop-Toms

### Medical Staffing Manager

Kim Fishlock

### Foundation Programme Administrator

Abbie Denning

## Facilities

### Postgraduate Centre

Our Education Centre is based on site with a well-equipped Clinical Skills Lab, Seminar Room for teaching and Tutorial Room all with dual screen projection and facilities for power point. There is an air conditioned Lecture Theatre which seats 96 people with facilities for a full range of media and a visualizer for projecting images of transparencies, documents and objects and video conferencing facilities. There is also a large Conference room which can be used by individuals and groups for meetings and teaching sessions, a projector screen and audio system are also installed in this room.

### Accommodation

Accommodation is on site with both single and married accommodation available. Accommodation is charged at current rates. Please contact [ekhuft.accommodationwhh@nhs.net](mailto:ekhuft.accommodationwhh@nhs.net) for all enquiries and information on rooms or visit our accommodation website at [https://accommodation.ekhuft.nhs.uk/Accommodation\\_Portal](https://accommodation.ekhuft.nhs.uk/Accommodation_Portal)

### Social activities

The Medical Education directorate at EKHUFT has seen other Trusts adopting its innovative Social Induction Programme for Foundation Doctors. Organised by the outgoing FP doctors, this sees a programme of events and activities in the induction week evenings/weekend that allows new FP doctors to socialize with those whose jobs they are taking over. The programme of social events includes a trust-wide social evening to enable new doctors to meet up with the F1s from all 3 sites.

The Doctors mess also organises ad-hoc events including evenings out and a Summer Ball.







## Doctors' mess

William Harvey Hospital boasts an extremely active mess that is popular with all Doctors including medical students. With sofas and a full-sized pool table, it is busy at all times of the day. Mess events are regularly organized and the committee is very pro-active in providing entertainment. The mess is located next to the hospital restaurant and is easily accessible. The mess subscription fee is £10 per month.

## Library facilities

### Library and Knowledge Services

There is a well-stocked multi-disciplinary library located within the WHH Education Centre. The library is staffed between 9am and 5pm, Monday to Friday with 24hr access available outside these core hours via a library security key fob, obtainable from library staff. There are 9 open access PCs available for use together with printing, copying and scanning facilities, as well as a separate Library Quiet Study room.

Using your NHS OpenAthens account (the libraries are the Athens administrators for the Trust) you can access powerful clinical knowledge tools such as Up-to-date, BMJ Case Reports and Elsevier's Clinical Key. We are part of the Kent, Surrey and Sussex (KSS) network of Healthcare Libraries which provides extensive resources, both printed and electronic. You can access the main healthcare databases and also search thousands of full-text journals and hundreds of eBooks both on and off site. We can track down journal articles, request books from other libraries and run literature searches.

Our qualified staff can provide support for research, appraisal, career planning and other academic and



Dr Prathibha



Mr Jalal Maryosh  
Clinical Tutor and  
FTPD

professional activities as well as assisting and advising with the preparation of content for publication.

See [www.ekhuft.nhs.uk/libraries](http://www.ekhuft.nhs.uk/libraries) for further information and contact details.

## IT facilities

Open access computers are available in the library and resource area for junior doctors providing access to Microsoft Office products. Wi-Fi is available for Trust devices to connect to the NHS network. There is also a separate system for Public Internet access. The teaching rooms and Lecture Theatre also have Internet access. The Medical Illustrations department is available to support doctors in producing posters, storing images and using more sophisticated technology.

## Other facilities (recreational or otherwise)

The William Harvey Hospital in Ashford, Kent, is one of three acute hospitals forming the East Kent Hospital Trust covering a catchment area with a total population of approximately 670,000. The Trust provides a comprehensive range of acute and specialist services to the local area and works in partnership with Mid Kent Healthcare NHS Trust for provision of oncology services. The William Harvey Hospital is a modern district general hospital undergoing continual expansion as it is sited within a designated growth area. The hospital is located on the outskirts of Ashford close to the Ashford International Station and adjacent to the M20. It has 488 beds and covers General Medicine (including Coronary Care Unit), General Surgery, Trauma & Orthopaedics, Paediatrics (including 2 HDU beds)

offering a special care and a neonatal intensive care unit, Obstetrics & Gynaecology, ENT, Ophthalmology and Maxillo Facial. There is an x-ray and new MRI department and the East Kent Pathology Department and Microbiology department is based here.

### Local amenities/attractions

Ashford is a growing town which is within a few miles of some of the most beautiful countryside in the South of England and also within easy reach of the sea. The hospital is close to the M20 with very convenient access to Dover, Folkestone and the Channel Tunnel (for the car shuttle). There are many attractive and interesting places to visit, including Canterbury, Tenterden, Rye, Dover Castle, Leeds Castle and many unspoiled villages and areas of interest such as Romney Marsh. The town itself has a recently extended leisure centre, bowling alley, and a high street with shops, restaurant, pubs and bars. A cinema with parking for 600 cars is situated just a few minutes away from hospital off junction 9 of the M20 with a variety of places to eat, a gym and a night club. Ashford Designer Outlet mall is within walking distance of Ashford International station. See [www.visitashfordandtenterden.co.uk](http://www.visitashfordandtenterden.co.uk) for more information.

### Transport links

The hospital is located on the outskirts of Ashford not far from the Ashford International Station (less than 40 minutes from London) and adjacent to junction 10 of the M20. Transport links to London are quick, direct and frequent and travelling to Paris takes just over two hours or to Lille in one hour by Eurostar. Travelling to West Kent, Canterbury and the coast is also straightforward, allowing you the freedom to explore more of Kent at your leisure.

### Parking arrangements

There are several staff car parking areas around the hospital close to the main reception. It is the responsibility of staff members to apply for a parking permit prior to commencing placements. This can be done via the website.

### Terms and conditions of employment

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

### Any additional information

East Kent Hospitals University Foundation Trust, established in 1999, is one of the largest hospital Trusts in England, with five hospitals and several outpatient facilities across East Kent and Medway. For more information, please go to our website – [www.ekhuft.nhs.uk](http://www.ekhuft.nhs.uk).

William Harvey Hospital includes robotic facilities both in the Pathology department as well as Pharmacy. William Harvey Hospital has a dedicated stroke unit, which undertakes thrombolysis for acute stroke. There is a recently expanded cardiac catheter laboratory which undertakes therapeutic interventions including angiograms and angioplasties, permanent pace maker insertions and intraventricular defibrillator insertions. Cardio-thoracic Surgeons visit the hospital every fortnight to hold joint meeting with cardiologists and discuss cases. The Kent Cardiac Centre is also based at William Harvey Hospital.

A satellite Renal dialysis centre is also on site and the hospital has the single Head & Neck unit which includes ENT, Ophthalmology and maxillo-facial services. There is a dedicated Day surgery unit (Channel day surgery), as well as dedicated Endoscopy and Chemotherapy (Celia Blakey) units. The intensive care unit has dedicated intensivists and is accredited for specialist intensive care training.

### East Kent Hospitals University Foundation Trust Information on the Trust:

- it employs nearly 8000 staff
- serve a local population of almost 670,000
- it has 94,000 inpatients a year
- 727,000 outpatient appointments a year
- 200,000 A&E attendances
- The Trust is one of the largest in England
- It's motto is 'We care' and everything we do is guided by our vision, mission and values.
- It's vision is 'great healthcare from great people'
- It's mission is our reason for being here: 'Together we care: improving health and lives'

The Trust values are:

- Caring – people feel cared for as individuals
- Safe – people feel safe, reassured and involved
- Respect – people feel teamwork, trust and mutual respect sit at the heart of everything we do
- Making a Difference – people feel confident we are making a difference

The Trust's strategic priorities are: patients, people, partnerships and provision

EKHUFT have a national and international reputation for delivering high quality specialist care, particularly in urology, kidney disease, stroke and vascular services. It also values and pursues excellence in research and innovation and EKHUFT has been ranked first in Kent for clinical research studies.

For more information on the Trust go to – [www.ekhuft.nhs.uk](http://www.ekhuft.nhs.uk)

Additional, useful information on the Medical Education website – <http://meded.ekhuft.nhs.uk> and <https://view.pagetiger.com/junior-doctors/welcome/page2.htm>

## Foundation programme specific information

### Induction/shadowing arrangements

All F1 doctors are invited to attend an extended week long induction with a varied programme, which includes shadowing of the incumbent F1 whose job they will be taking over. There is also an active Social Induction Programme organised to further enhance their orientation.

Useful information can be found on the new junior doctor starter portal – <https://view.pagetiger.com/junior-doctors/welcome>

### Educational and clinical supervision

All Foundation doctors are allocated an educational supervisor at the beginning of first placement. The ES works closely with the Foundation doctor and has regular meetings throughout the year and is able to offer careers support and advice as needed. For the second and subsequent rotations, each trainee has

a clinical supervisor for day to day supervision and educational meetings. All ES and CS are accredited as supervisors or are working towards it.

### Teaching programme

There are 25 F1 posts forming different rotations involving Medicine, Surgery, Care of the elderly, ITU, Paediatrics, Anaesthetics and Psychiatry. Almost all the posts rotate through the Ambulatory Care Unit to give experience in assessing and managing acutely unwell patients. Rotations involving ITU and Acute Medicine provide good experience in not only dealing with acutely ill patients but also in improving procedural skills and learning new ones. The F1 doctors have protected teaching times on Tuesday and Thursday. One of the F1 doctors is voted to be the representative at the Foundation Faculty.

There are 24 F2 posts which form eight different rotations involving Medical sub specialities, Surgery, ENT, Ophthalmology, Obs & Gynae, A&E, Psychiatry and General Practice. Placements for GP can be located up to 25 miles apart due to rural location; however, all are easily reached by public transport. These posts provide valuable experience for wide ranging interests and complement each other well. General Surgery and A&E boast of very good and well organised teaching and training programmes. The F2 doctors have protected teaching every Thursday p.m. There is F2 representation at the Foundation Faculty. Careers advice ranges from one-to-one to group advice about planning the applications to arranging mock interviews to improve interview skills.

### Tasters

The Taster session is an opportunity to gain experience in a specialty to which the F2 may not otherwise gain exposure and would require the F2 to demonstrate a pro-active approach towards planning and arranging their time and learning in the specialty in order to gain maximum benefit. Taster sessions must also clearly relate to the individual's PDP and career aspirations.

### Simulation

Simulation based learning can provide junior doctors with a unique insight into their own behaviours and non-technical skills when dealing with complex





clinical situations. Here in East Kent you will be given the opportunity to experience simulation based learning as part of the weekly teaching programme as well as on formally organised study courses. We have a dedicated simulation faculty who will support you during the simulated scenario sessions and provide a structured educational debrief. A variety of emergency ward based situations can be replicated allowing foundation doctors to rehearse their crisis management skills and reinforce their clinical knowledge. A wide range of simulated clinical encounters are used to build confidence and self-awareness for your future roles. F1 doctors are expected to attend one whole day simulation day and F2 doctors are invited to sign up for the 'Managing the Critically Ill Patient Course' which takes place in April each year.

### Any additional information

MedStart is an initiative where FDs can become involved in teaching and planning OSCE style stations to local school students interested in a career in medicine.

The Medical Education Directorate host an annual Oscar-style Health Education Awards evening. We recognise that our transient population of medical students and training doctors do not always receive sufficient recognition for their contribution to the Trust during their placements/posts. An enjoyable evening at the Canterbury Cathedral Lodge provides us with the opportunity to celebrate professionalism, teaching excellence, leadership with a range of awards and with an overall award for Junior Doctor of the Year. Dr Prathibha, Director of Medical Education, has commented 'Our junior doctors contribute a great deal while they are with us and we hope that East Kent has a real role to play in helping to shape them as the professional, competent and compassionate doctors of the future.' The evening is a lot of fun and the awards, both physical and in certificate form, are great additions to any portfolio/CV.

From 2020 Kent will have its own medical school in the shape of the Kent and Medway Medical School, which will combine the expertise of the University of Kent and Canterbury Christ Church University. East Kent, along with other Trusts in Kent, will have a major role to play in offering secondary care placements and teaching opportunities, with the aspiration that future medical students qualifying from the Kent and Medway Medical School will take up recruitment opportunities in East Kent.

'Since 2017, Foundation Doctors at The William Harvey Hospital have hosted a 'Essential Suturing Skills Day for Foundation Doctors', giving 30 doctors from across the South Thames Deanery the chance to learn and practice four essential suturing skills. The aim of the course is to advance the suturing skills of the Foundation doctors and develop their confidence so that they can offer first-class, consistent care, resulting in higher standards for patients.'



# East Sussex Healthcare NHS Trust

## Conquest Hospital & Eastbourne District General Hospital

Conquest Hospital, The Ridge, St Leonard's on Sea, East Sussex, TN37 7RD

Eastbourne DGH, Kings Drive, Eastbourne, East Sussex, BN21 2UD

### Switchboard

0300 13 14 500

### Trust web site:

[www.esht.nhs.uk](http://www.esht.nhs.uk)

### Trust foundation web page

[www.esht.nhs.uk/medical-education/foundation](http://www.esht.nhs.uk/medical-education/foundation)

Follow us on Twitter at: @ESHTNHS

Follow us on Facebook: ESHTNHS

## Key personnel

### Director of Medical Education

Dr Mark Whitehead (cross site)

### Clinical Tutor

New appointment to be confirmed

### Foundation Training Programme Director(s)

Dr Mohammad J H Rahmani (FY1 cross site)

New appointment to be confirmed (FY2 cross site)

### Clinical Tutors

Doctor Naomi Forder (interest in Pastoral Care) – Cross site

Doctor Neel Sharma (interest in Simulation) – Cross site

### Careers Tutor

Dr Umesh Dashora (Cross Site)

### Medical Education Manager

Mr Mike Dickens (cross site)

### Programme Leader FY2, Core & Specialty

Mrs Christina Morphew (cross site)

### Programme Leader FY1 & Undergraduate

Mrs Luisa Tomasetti (cross site)

### Medical Staffing Manager

Mrs Janet Botting

### Foundation Programme Administrator(s)

Mrs Mina Wareham FY2 (Conquest)

Mrs Anita Todd FY2 (Eastbourne)

Mrs Allison Duggan FY1 (cross site)

Ms Catherine Stringer FY1 (cross site)

Mrs Angela Geoghegan FY1 (cross site)

## Overview of trust

### General Surgery Team

East Sussex Healthcare Trust provides acute hospital and community health services for people living in East Sussex and the surrounding areas.

Our services are mainly provided from two district general hospitals, Conquest Hospital and Eastbourne DGH. Both of which have Emergency Departments and provide care 24 hours a day. They offer a comprehensive range of surgical, medical and maternity services. We have 1000 beds cross site.

We also provide a minor injury unit service from Crowborough War Memorial Hospital, Lewes Victoria Hospital and Uckfield Community Hospital. A midwifery-led birthing service, along with outpatient rehabilitation and intermediate care services are provided at Crowborough War Memorial Hospital.

At both Bexhill Hospital and Uckfield Community Hospital we provide outpatients, day surgery, rehabilitation and intermediate care services.

The Trust is keen to develop its staff and postgraduate medical and nurse training takes place on both the main sites. We have medical students from Brighton & Sussex Medical School, from Kings and elsewhere, and encourage you to develop your teaching skills.

We want to harness your commitment, energy and care to become an organisation that focuses on quality, safety and continuous improvement. We know we need to deliver for today and ever push our standards and expectations higher for tomorrow. We know we all have a shared ambition to deliver the quality of services and care we would want for ourselves and our families and friends. And we want you to enjoy working in an organisation we can be proud of. This remains our goal.



Welcome event – BBQ at Cooden Beach Hotel



Annual Summer Ball – Powdermills Hotel, Battle



Eastbourne DGH

## Facilities

### Education Centres

Modern, up to date learning resource centres are available on both hospital sites along with many other training opportunities including well equipped skills laboratories at both sites. A planned upgrade and expansion of our facilities is in hand.

### Accommodation

Accommodation is available on both sites. Rooms are fully furnished and each flat has a shared kitchen. Utensils are provided. Laundry services are available on both sites. For further information, please contact Medical HR.

### Social activities

Both Conquest and Eastbourne hospital have an on-site nursery and the Eastbourne DGH has a social club/bar. The Eastbourne DGH also benefits from an outdoor heated swimming pool. Various social events are held over the year, such as the Welcome BBQ for our new FY1s during their shadow week and our Careers evening. This gives the junior doctors an opportunity to network with their future colleagues, education and clinical supervisors, their medical education team, medical HR and existing FY1/FY2 doctors and other support staff relevant to their training needs.

The trainees put together a Summer Ball and Winter celebrations, amongst other informal get togethers; such as curry nights and bowling.

### Doctors' mess

A new development of the Doctors' Mess on both sites is currently underway. Welcome event – BBQ at Cooden, Foundation doctors both at Eastbourne

and the Conquest hold dinners, balls, curry nights and other events. Your membership includes access to the mess day and night, with daily newspapers, SKY TV, snacks and drinks, as well as discounts on social events during the year.

### Library facilities

[www.esht.nhs.uk/library](http://www.esht.nhs.uk/library)

### IT facilities

Both libraries have internet access 24/7 in their PC rooms. Wi-Fi is also available.

### Local amenities/attractions

East Sussex is so much more than a great place to work – it's a stunning place to live and visit.

Hastings is a famous, historical town and seaside resort situated on the south east coast of Britain. Hastings has a castle built by William the Conqueror in the 11th Century, an attractive old town, fishing harbour and seafront. The west of Hastings is modern and lively with a theatre, cinema, many restaurants, bars and clubs, as well as a shopping centre with many well-known shops. There are also many places of interest to visit in the town and plenty of events throughout the year, such as the Hastings Sea Food Festival and the 'Pirate Day'.





Beachy Head - Eastbourne



De La Warr Pavilion – Bexhill

More information can be found at [www.1066country.com](http://www.1066country.com) and [www.hastings.gov.uk](http://www.hastings.gov.uk)

Eastbourne has many restaurants, pubs and clubs. Famous for its tennis and stunning scenery used in many films. Other picturesque spots include Beachy Head and The Sovereign Harbour. We have 2 cinemas, 10 pin bowling, yachting and surfing clubs, sports centres and theatres. A new shopping centre has been built with the addition of another state of the art cinema in the main town. More information can be found at [www.eastbourne.gov.uk](http://www.eastbourne.gov.uk).

### Transport links

The Conquest Hospital (Hastings) is around 60 miles south of London with good transport links with access to Europe via the Eurostar and Channel Tunnel. Regular trains run to London, with an average journey time of 1½ hours. Hastings main rail station is approximately 3 miles from the Hospital.

Government regeneration plans are underway for the Hastings area, and plans are in place for the implementation of a high speed rail network to extend through Hastings from Ashford in Kent, meaning a journey from Kings Cross to Hastings would be reduced to only 68 minutes. A new link road has opened which has reduced traffic congestion and travel time between the two acute

hospital sites. A number of new build housing estates are springing up in the area.

Bus travel – [www.stagecoachbus.com](http://www.stagecoachbus.com) and [www.traveline.org.uk](http://www.traveline.org.uk)

Train travel – [www.nationalrail.co.uk](http://www.nationalrail.co.uk)

Eastbourne Rail Station is approximately 1.5 miles from the Hospital. Main line trains from London Victoria run regularly to Eastbourne. Trains from London Victoria are fast and frequent, taking just 80 minutes.

### Parking arrangements

There is on-site parking at both hospitals and staff pay £1.50 per day when displaying a staff permit. Monthly (with tax relief) and annual payments can be arranged.

### Accolades/achievements of the trust

STFS awarded East Sussex Healthcare NHS Trust a citation for exceptional work in the remediation of Foundation doctors in difficulty. We continue to consistently collaborate with our junior doctors to identify the best ways to support their experience here at East Sussex Healthcare Trust and there are a number of pastoral networks we encourage our doctors in training to contribute to; including the 'Take 5' junior doctor peer support group (with pizza), our trust Pastoral Steering Group, HR Junior Doctor Forums and our CEO Junior Doctor Forums which give our doctors in training an opportunity to discussion any particular ideas or issues they wish to raise, or have our CEO, Doctor Adrian Bull consider.

For information relating to Medical Education events and promotions – please check out our website and dedicated twitter page:

Website: [www.esht.nhs.uk/medical-education](http://www.esht.nhs.uk/medical-education)



CEO Junior Doctor Forum





Cardiac arrest team members daily safety huddle



New FY1 Trainees during shadow week



Cultural Support Workshop

Your Medical Education team host an annual awards event on each site. This gives the opportunity of recognising the achievements of the FY1 and FY2 Doctors and the contribution of their Supervisors and Colleagues, and to thank both groups for their hard work throughout the year. The event is also held to formally recognise the achievement of all the Foundation Doctors with merit certificates from South Thames Foundation School. These are awarded to trainees who as well as having successfully completed their training year at ESHT have done particularly well in the areas of Audit, Learning Portfolio, Teaching and Leadership and Pastoral developments..

## Foundation programme specific information

### Induction/shadowing arrangements

At the Eastbourne DGH and Conquest we arrange a formal induction and shadow period for the new FY1s. This helps our trainee doctors to settle in and get used to their new respective clinical environments. We now also provide the opportunity for our overseas doctors to benefit from an extended additional shadowing period, prior to taking part in formal shadow/Induction at the Trust. Our overseas doctors can also benefit from our Cultural Support Workshops to help them adjust to working in a UK Hospital.

Our trust website provides full and current information – [www.esht.nhs.uk](http://www.esht.nhs.uk). Please also note our dedicated Medical Education website pages [www.esht.nhs.uk/medical](http://www.esht.nhs.uk/medical) – education which hold specific information relating to our Foundation

Programme and more details on the individual specialities you might be interested in, and the types of support you can expect to receive from us, such as Careers advice and pastoral support.

### Educational and clinical supervision

We realise that it can be hard to make the transfer from medical student to doctor and endeavour to support our FY1s as much as possible with this transition. We have a trainee support process in place to ensure that help is provided as soon as it is needed.

You will be supported during your 4-month rotation in your specialty of choice, learning key skills that can then be utilised for the rest of your career. Support will be provided by your dedicated educational supervisor, clinical supervisors, your programme lead as well as the larger specialty team. All of whom will give you regular constructive feedback on your progress and what you can do to improve. This will better enable you to deliver core competences from the Foundation curriculum.

Trainee progress is reviewed via the Horus ePortfolio, requiring the trainee to complete set modules by way of:

- Observation
- Direct supervision
- Independent practice
- Attendance at relevant training courses and events

### Teaching programme

The programme includes FY1 and FY2 formal weekly teaching sessions, monthly afternoon workshops, directed and self-directed personal learning, structured appraisal and assessments.





Teaching session



Foundation Focus Group



Trainee meeting with Educational Supervisor

The teaching programme covers all aspects of the Foundation Curriculum. Foundation doctors are encouraged to participate in all learning opportunities both in the Education Centres and in clinical settings.

All Foundation Year 1 trainees are attached to a one-year programme. Our Foundation Programme management team consists of two Foundation Training Programme Directors, the Training Programme Directors, the Foundation Programme Leaders who manage efforts and 5 dedicated Foundation Programme Administrators.

### Tasters

These are arranged through the Foundation Administrators and all Foundation Doctors are encouraged to take up the opportunity to participate in taster time in their speciality of interest.

FY1s can request taster sessions during the final rotation of the year.

### Simulation

We have fully equipped clinical skills rooms including Simulation suites in both Education Centres and plans are underway to expand our Simulation Programme and facilities with support from our excellent educational fellows and our SIM team.

Both sites run FY1 Simulation Training sessions (a requirement of the curriculum), which have been well received by the FY1 Doctors. FY2 simulation sessions are also run on both sites.

### Foundation doctor forums

We encourage FY1s and FY2s to provide feedback throughout the year both formally and informally. Trainee representatives for each year are nominated and they attend the Foundation Local Faculty

Group Meeting as representative of their year group. The FTPDs and Foundation Leaders hold individual meetings with the FY1s and FY2s as required throughout the year and there are also dedicated Foundation focus groups scheduled at the end of each placement, with key members of the leadership team in Medical Education to discuss progress and feedback.

This trainee feedback is consistently taken into account when we are looking to make improvements to our Foundation Programme. Our aim is to provide a supportive environment where trainees can gain experience through facilitation and encouragement.

Our respective sited Medical Education Team encourage an "open door" policy where trainees are welcome to come and discuss anything relating to their training and post.

### Any additional information

During the FY1 year we arrange for you to attend ILS and Simulation Training.

In FY2 we arrange for you to attend ALS and Simulation Training. Study leave for FY2s is available and details will be provided on starting. We have also introduced a number of Foundation Priority Programmes incorporating elements such as time in Ultrasound, Sports Medicine, Womens & Childrens, Maxillo-Facial and Radiology.

There are 35 Foundation Year 1 rotations (FY1). Each rotation comprises 3 x 4-month posts. FY1 doctors may do night shifts, and are rostered for weekends and long days/evening shifts in the acute specialties.

FY1 rotations include General Medicine, Urology, Diabetes, Respiratory, Rheumatology, Cardiology,

T&O, General Surgery, Gastroenterology, ITU and Psychiatry. Some posts also include time in the Acute Assessment Unit. All FY1s are required to work nights in surgery.

FY1s (dependent on their rota and subject to change for each new intake) can be on call.

FY2 rotations include General Medicine, ENT, Palliative Care, Public Health, GP, Paediatrics, Urology, Psychiatry, Ophthalmology, T&O and Cardiology, Elderly Medicine, Respiratory, Diabetes and Emergency Medicine.

The FY2s in ENT are part of the Hospital@Night team in Surgery and work a 1:13 on call. FY2s work in ENT from 0900 – 1700hrs and then any out of hours is with the Hospital@Night team.

All community placements include a day or half a day attachment per week in Emergency Medicine, ITU, MAU and AAU.

It is essential that you have a car for FY2 placements in Public Health (Lewes), Palliative Care, Psychiatry and some General Practice surgeries, which range from urban to rural or more coastal areas. Paediatric community placements are based at Conquest, but occasional cross site travel is required.

Due to reconfiguration of our service provision, T&O, Paediatrics and all of our Surgery rotations are based at the Conquest site.



Foundation Awards

# Epsom and St Helier University Hospitals NHS Trust

## St Helier Hospital & Epsom General Hospital

St Helier Hospital, Wrythe Lane, Carshalton, Surrey, SM5 1AA

Epsom General Hospital Dorking Road, Epsom, Surrey, KT18 7EG

### Switchboard

020 8296 2000 (St Helier Hospital)

01372 735735 (Epsom General Hospital)

### Trust web site:

[www.epsom-sthelier.nhs.uk](http://www.epsom-sthelier.nhs.uk)

## Key personnel

### Associate Medical Director of Education And Training

Dr Pauline Swift

### Director of Medical Education

Dr Richard Bogle

### Foundation Training Programme Director(s)

Mr Mark Middleton (F1)

Dr Emma Jones (F2)

### Careers Tutor(s)

Mr Mark Middleton (F1)

Dr Emma Jones (F2)

### Medical Education Manager

Ms Martina Yanga

### Foundation Programme Administrator(s)

Mrs Karen Saridis

### Guardian of Safe-working

Dr Andrew Combeer



St Helier Hospital



Epsom Hospital

## Overview of trust

Epsom and St Helier University Hospitals NHS Trust was formed in 1999 when Epsom Health Care NHS Trust and St Helier NHS Trust merged. The trust owns and runs four hospitals: St Helier Hospital, Epsom Hospital, Sutton Hospital and Queen Mary's Hospital for Children. Most foundation trainees are based at Epsom and/or St Helier hospitals.

## Facilities

### Postgraduate Centre

There is a well-equipped postgraduate medical centre on each hospital site (Epsom and St Helier) with videoconferencing facilities for cross site teaching.



Queen Mary's Hospital for Children – St Helier



Accident and Emergency Department (A&E)



The Elective Orthopaedic Centre (EOC, formerly known as SWLEOC)

## Accommodation

Accommodation is available on site. For information contact the Accommodation Departments: St Helier Hospital 0208 296 3693.

## Social activities

The mess president for both the Epsom and St Helier sites organise a lively programme of events.

## Doctors' mess

There is a doctors' mess centrally located in the hospital in each site.

## Library facilities

Epsom and St Helier University Hospitals NHS Trust has two physical library sites, the Hirson Library and the Sally Howell Library.

## IT facilities

Junior doctors have access to 10 PCs and 4 laptops in the Hirson Library 7 PCs and 3 laptops in the Doctors' Mess computer room. Scanning facilities are also available for scanning documents into e-portfolio.

## Other facilities (recreational or otherwise)

St Helier is situated opposite St Helier Open Space, 11.6 Ha. of open green with three football pitches and a ball park.

## Local amenities/attractions

St Helier is very close to Sutton, a busy town with excellent shopping, a cinema and theatre, and fast trains to London.

## Transport links

A short bus ride will take you to Morden tube station on the northern line (fare zone 4) or to

Sutton station which provides the easiest access, with frequent buses to the hospital. It has direct rail services running to and from Epsom, Croydon, London Bridge, London Victoria, Clapham Junction and Wimbledon.

Also running through Sutton is the Sutton Loop Thameslink line which links Luton and St Pancras International directly with the stations on the loop. St Helier is approximately 8 miles from London.

There is also a black cab rank outside Sutton station and the taxi journey takes about 5 minutes. The trust also operates a free hourly (Monday to Friday only) Shuttle service between the two main hospitals and Sutton Hospital.

## Parking arrangements

Staff parking is available on all sites. There is an annual permit costs and the daily charge is dependent on salary.

## Accolades/achievements of the trust

We are one of the best performing trusts in south west London and one of the most improved in London overall. We are meeting all of the key standards that the government sets for hospitals and the feedback we receive from patients is very positive.

## Terms and conditions of employment

Contracts are issued before the Trust Induction event. They incorporate Terms and Conditions of Junior doctor contract 2016 as modified from time to time. Current copies of these Terms and Conditions can also be obtained from Human Resources.

## Guardian of Safe-working

There is an appointed Guardian of safe-working who acts as a champion for safe working hours for



junior doctor, supports exception reporting and manages rota gaps.

All staff appointments are made subject to the receipt of satisfactory references and all initial appointments to the National Health Service are made subject to satisfactory medical and police clearance being produced. A medical examination may be necessary on initial appointment and periodically thereafter.

### Any additional information

Epsom and St Helier University Hospitals NHS Trust was formed in 1999 when Epsom Health Care NHS Trust and St Helier NHS Trust merged. It provides services to approximately 420,000 people in southwest London and north east Surrey and provides more specialist services, in particular renal and neonatal intensive care, to a wider area. We cover some of the most prosperous postcodes in the country as well as some poorer areas and together with our colleagues at Surrey PCT and Sutton and Merton PCT strive to deliver the best possible care to the communities we serve.

The trust operates on two sites: St Helier Hospital incorporating Queen Mary's Hospital for Children and Epsom Hospital. We also provide services from a number of other local hospitals. We have 11 renal centres throughout the area and the Elective Orthopaedic Centre (EOC) at Epsom which is operated by the Trust in conjunction with neighbouring trusts on a partnership basis and has grown to become the largest hip and knee replacement centre in the UK and one of the largest in Europe. The EOC is also rapidly becoming a major centre for shoulder surgery and hip arthroscopies as well as undertaking more than 1,000 minor orthopaedic procedures, most as day cases or short stay.

Most foundation trainees are based at Epsom and/or St Helier hospitals. Epsom Hospital serves the southern part of the catchment area and provides an extensive range of inpatient, day and outpatient services. It has an Accident and Emergency service with 54,000 attendances per year. It also undertakes all elective (pre-booked) inpatient surgery within the Trust. There is an extensive range of diagnostic and



supporting services, including pathology, radiology (including CT, MRI and ultrasound) and vascular diagnostic services, and a busy modern purpose-built day care and day surgery unit. The site also includes an acute psychiatric facility operated by Surrey and Borders Partnership NHS Foundation Trust.

St Helier Hospital is the largest site within the trust and shares its site with Queen Mary's Hospital for Children. The hospital has a comprehensive range of diagnostic facilities within pathology and radiology (including MRI and CT scanning, ultrasound and vascular diagnostic services), a busy Accident and Emergency department dealing with 80,000 attendances per annum, and a range of outpatient facilities. It undertakes all the emergency surgery in the Trust. The renal unit provides acute renal care and dialysis and is integrated with the St George's Hospital transplantation programme.

For more information about the Trust see the website [www.epsom-sthelier.nhs.uk](http://www.epsom-sthelier.nhs.uk).

## Foundation programme specific information

### Induction/shadowing arrangements

The Preparation for Professional Practice is organised via the Foundation programme administration team (see contact details below). For F1's there is a week of clinical induction training events and opportunities for shadowing. F2's are inducted as part of the general August induction intake.

### Educational and clinical supervision

The Foundation Programme supervision team is comprised of 100 clinical supervisors, 25 educational supervisors and nine careers advisors.

Foundation trainees are allocated a clinical supervisor for each four-month post and an educational supervisor for the year they spend with us. The clinical supervisor will supervise the trainee (in consultation with their educational supervisor and the programme director) to maintain an overview of development and progress of the foundation doctor within the training programme. An educational agreement will be agreed at the initial meeting within each post. Mid-point reviews are also required in each post.

## Teaching programme

F1s have three hours of protected teaching each week on a Tuesday afternoon run at St Helier Hospital and video linked to Epsom Hospital.

F2s from all sites (including those in general practice) have their teaching all together on Wednesday mornings usually at St Helier this is also video linked to Epsom Hospital for those On call.

## Tasters

A good selection of tasters are available including: Ophthalmology

Microbiology, Chemical Pathology, Dermatology, GU Medicine, Immunology, Radiology, O & G, Diabetes, A & E, Renal Medicine, Paediatrics, Anaesthetics, Cardiology, Neurology, Psychiatry, Palliative Care, Respiratory Medicine and Gastroenterology. Each taster is arranged collaboratively with the trainee and the programme outline is designed around the individual trainee's needs.

## Simulation

The trust boasts a well equipped Simulation centre on the Epsom hospital site and also has mobile Simulation equipment.

The trust runs an extensive programme of Simulation courses including a good variety of Resuscitation based courses.

## Junior doctor forums

Junior doctors' representatives are elected for each year. They represent their colleagues at the Foundation Programme Faculty Group meetings and Junior Doctor Forum meetings.



View of the new building from Wrythe Lane – St Helier

## Any additional information

The trust has 38 foundation year 1 programmes in general medicine, general surgery, haematology, orthopaedics, urology, palliative care and psychiatry. There are 42 F2 programmes, covering trauma and orthopaedics, general surgery, A&E, paediatrics, general practice, general medicine, renal medicine, ITU and obstetrics and gynaecology. Most programmes involve rotations on both main sites, Epsom General Hospital and St Helier Hospital.

For more information about the Trust see the website [www.epsom-sthelier.nhs.uk](http://www.epsom-sthelier.nhs.uk) and for information on any aspect of foundation training at Epsom and St. Helier University Hospitals NHS Trust please contact:

Mrs Karen Saridis  
020 8296 4010 / 01372 735175  
[karen.saridis@nhs.net](mailto:karen.saridis@nhs.net)

# Frimley Health NHS Foundation Trust

## Frimley Park Hospital Trust

Portsmouth Road, Frimley, Surrey, GU16 7UJ

### Switchboard:

01276 604604

### Trust web site

[www.fhft.nhs.uk](http://www.fhft.nhs.uk)

## Key personnel

### Director of Medical Education

Dr Philippa Skippage

### Clinical and Careers Tutor

Mr David Jonathan

### Foundation Training Programme Directors

Miss Harriet Patmore (FY1)

Dr Rasha Mukhtar (FY2)

### Medical Education Manager

Mr Rob O'Brien

### Medical Staffing Team Leader

Mrs Karen Gorham

[fhft.medicalhrfph@nhs.net](mailto:fhft.medicalhrfph@nhs.net)

### Foundation Programme Administrator

Mrs Emily Cahalane

[emily.cahalane@nhs.net](mailto:emily.cahalane@nhs.net)



## Facilities

### Postgraduate Centre

There is an excellent purpose built Postgraduate Education Centre which is the hub for Clinical Staff. The PGEC has its own restaurant which is well used by all medical staff in the Trust and local General Practitioners. All of the seminar rooms are well furnished and equipped. The Centre also has a purpose built simulation suite. The lecture theatre, skills room and seminar rooms all have live links to theatres, endoscopy and radiology.

### Accommodation

The Trust has some accommodation on site for medical staff.

### Doctors' mess

There is a well-equipped, purpose built doctors' mess in the middle of the hospital grounds. This is opened up for events regularly. This is opened up for events regularly including Mess parties and the Summer Ball.

### Library and IT Facilities

Frimley Health Sciences Library is fully equipped with up to date literature covering all aspects of the NHS and Healthcare. There is 24 hour access to journals and the suite of computers situated in the Library. Wifi is installed across the Trust.

### Other facilities (recreational or otherwise)

An equipped gymnasium is also situated adjacent to the Mess. A small monthly fee is payable, which is taken directly from salaries.

### Local amenities/attractions

Frimley centre is less than 5 minutes walk away with the usual local amenities including a supermarket, Restaurants and Public Houses. Camberley, Guildford and Windsor are easily accessible with excellent nightlife and cultural activities.

There is a fast train service to London Waterloo from nearby Farnborough Main Station which takes under 40 minutes.

## Transport links

The hospital is situated just off junction 4 of the M3 with quick and easy access to London. The south coast is just a one-hour drive away.

## Parking arrangements

There is limited on-site parking with priority given to clinical staff. A small monthly charge is made for parking, which is deducted directly from staff salaries.

## Accolades/achievements of the trust

Frimley Park Hospital NHS Foundation Trust is the first in the country to be rated as 'Outstanding' overall by England's Chief Inspector of Hospitals, Sir Mike Richards.

The report published on 26th September 2014 followed a thorough inspection of all areas of the Trust by a team of inspectors from the Care Quality Commission in November 2013, July and August 2014.

Frimley Park Hospital had a CQC visit in November and December 2018, where Frimley retained its outstanding rating. Reports from both CQC visits can be viewed on the following link

<https://www.cqc.org.uk/location/RDU01>

FHF was delighted to be awarded the title Trust of the Year for the South of England in the new Dr Foster Hospital Guide. FHF was also named in the top five in the new MHP Health Mandate quality index rating based on what matters most to patients, our Board was named Kent, Surrey and Sussex Board of the Year, we achieved a prestigious 'Bronze' accolade when we regained Investors in People status, and the Care Quality Commission gave us the best possible risk rating when assessing trusts for their new inspection regime.

## Terms and conditions of employment

All doctors are employed under the BMA Code of Conduct terms and conditions.

## Any additional information

Frimley Park has acquired Wexham Park Hospital in Slough to become 'Frimley Health NHS Foundation Trust'. This does not affect the



Foundation Programme which we maintain in the 2 hospitals separately. Frimley offers 9 Innovative Posts (2 years 1 Trust).

## Foundation programme specific information

### Induction/shadowing arrangements

Induction begins with a validation meeting after appointment, in June or July. Shadowing starts for all FY1s 10 days before the beginning of the first rotation and includes an introduction to key Foundation personnel, Corporate Induction, ESCALATE course and ward shadowing with current FY1s.

### Educational and clinical supervision

All Foundation trainees will be allocated an Educational Supervisor in the first specialty they work in. Consultants in subsequent specialties will act as Clinical Supervisors.

### Teaching programme

The Trust currently has 42 FY1s and 36 FY2s which includes 15 fully integrated Military posts in each year. All will rotate through 3 specialties for a period of 4 months each.

Foundation trainees have direct access to FY1/ FY2 Programme Directors in each rotation and also meet with the Trust Careers Advisor. Trainee input is encouraged throughout a wide-range of committees across the Hospital.

### Tasters

Taster weeks are available to all Foundation trainees, for up to 5 days in FY1 and 5 days in FY2.



## Simulation

All FY1s and FY2s will be offered simulation training sessions using a combination of high fidelity manikins and actors in our purpose-built simulation suite. The sim-theatre is equipped with multiple ceiling mounted cameras and microphones, which allow viewing of the sim-theatre from the teaching room on the screen as the simulation unfolds, but also to aid in debriefing. Foundation trainees are actively encouraged to mentor and run simulation for Medical Students.

## Foundation doctor forums

All foundation doctors are involved in election of trainee representatives to the following committees:

- Foundation Faculty
- Clinical Governance
- Clinical Audit
- Clinical Risk
- Safe Medicines
- Doctors' Mess
- Complaints and Patient Experience
- Surgical Governance
- Quality
- Freedom to Stand Up
- Doctors' Toolbox

A trainee representative workshop is held each autumn.

## Why Choose Frimley? – from current FY1s

"A friendly hospital where you are well supported. The interaction between civilian and military personnel makes for a very lively and varied working environment. The induction programme here is great and will give you practical knowledge and skills about how to start your F1 job. Amongst other things, you get paired with an FY2 mentor and the hospital runs a 'Simley Park' simulation session. In this, you get to simulate a ward round, an on call and a peri-arrest call scenario all with a hospital specific focus (i.e. getting used to FPH's phone/computer systems etc). There's an active programme looking after doctors' welfare which is definitely a massive plus. A great place to work, I would recommend it highly!"

"Everyone will tell you about how welcoming and friendly Frimley is, but for an F1 starting out on the first job, you need more than that. Frimley has a fantastic set up for the FY1 teaching and mentoring system which works wonders to facilitate the move from University to work. As well as an active on-site Mess and gym, there are plenty of opportunities to build on the portfolios needed for core training. Despite being further out than some of the London hospitals it's still very easy to live in West London and commute out - overall a great choice for F1."



# Guy's & St Thomas' NHS Foundation Trust

## Guy's & St Thomas' Hospitals

Guy's Hospital, Great Maze Pond, London SE1 9RT

St Thomas' Hospital, Lambeth Palace Road, London, SE1 7EH

### Switchboard:

020 7188 7188

Medical Education Ext: 55495

### Website:

[www.guysandstthomaseducation.com](http://www.guysandstthomaseducation.com)

## Key personnel

### Director of Medical Education

Dr Claire Mallinson

### Clinical Tutor

Mr David Jonathan

## Foundation Training Programme Director(s)

Dr Shumontha Dev

Dr Leila Frodsham

Dr Sarah Wheatstone

Dr Cheng Ong

Prof Albert Ferro

Dr Anna Goodman

### Careers Tutor(s)

Dr Raj Nair (GP Careers)

### Medical Education Manager

Mr Rob Godfrey (Head of Medical Education Programmes)

Miss Bindiya Dhanak (Manager PGME)

### Medical Staffing Manager

Ms Stephanie Anderson (Senior Medical HR Officer)

### Foundation Programme Administrator(s)

Miss Caleo Lindo



## Facilities

### Postgraduate Centre

The Postgraduate Centre is located on both the Guy's and St Thomas' Hospital sites.

### St Thomas' Hospital

We have a dedicated education centre based on York Road just a few minutes from St Thomas' Hospital. The foundation programme administration team are based in the centre where the trainees are welcome to pop in to discuss queries.

The majority of foundation programme educational events are held at the education centre.

The education centre has a number of seminar and training rooms of various sizes catering for a variety of training needs including video-conferencing, phone conferencing, SMART board technology, Blu-ray and DVD. There are also three training rooms set out like wards for scenario based training.

### Simulation and Interactive Learning Centre

We have a state-of-the-art dedicated patient simulator training facility at St Thomas' Hospital. The centre hosts a simulated consulting room, a six-bedded ward/clinical skills training space, an operating theatre/2-bedded ICU ward, a home environment and a surgical simulation room.

The simulation facilities offer the use of several computer-controlled whole body high fidelity patients simulators which breathe, talk, have audible heart and lung sounds, a measurable pulse

rate and can even be given drugs and fluid. Using these excellent facilities, trainees have the unique opportunity to experience real-life healthcare scenarios in a friendly nonjudgmental environment.



### Guy's Hospital

The Sherman education centre is based at Guy's Hospital. There is a lecture theatre with video-conferencing facilities, two seminar rooms and a meeting room. The weekly F1 teaching and Medical Grand Round are video-linked to Sherman lecture theatre to allow trainees based at Guy's Hospital to attend more easily.

There is also a simulation training space in Sherman Centre at Guy's Hospital which includes a simulation training lab and a large surgical simulation room.

### Accommodation

On-site hospital accommodation is available for F1s and F2s subject to availability. The accommodation for Foundation Doctors is mainly located at St Thomas' hospital:

#### Current rates\*

- Room with Communal Facilities – from £585
- Room in a shared flat – from £800
- Room in a 2 bedroom river view flat – from £1,100
- 1 or 2 bedroom flat – from £1,600

All tenants in a shared accommodation share a communal kitchen & bathroom. Rent includes all utility bills but doesn't include TV licence or Wi-Fi. (\*subject to change).

### Social activities

- Monthly mess parties
- Annual Review at Christmas
- Summer ball
- Doctors' mess

Mess facilities are available on both St Thomas' Hospital and Guy's Hospital site. The mess is very active and organises monthly mess parties, Christmas "House Officers Review" and a summer ball. Subscription is £15 per month.

### Library facilities

Library facilities are located on both hospital sites and are part of the King's College London (KCL) system. Once registered you have access to:

- All KCL libraries
- Free skills development sessions
- KCL computers
- Ejournals / ebooks anywhere via OpenAthens
- Onsite access to further e-journals
- Printing, photocopying and scanning
- Individual and group study areas
- Print and electronic document delivery / interlibrary loans
- Access to qualified staff who offer advice and assistance
- Extensive book collections

#### Opening hours:

St Thomas House: 24/7 access (staffed Mon – Fri 9:30am – 5:30pm)

New Hunts House (Guy's): Long hours including 24/7 at many times

Please see the following website for further details:  
[www.kcl.ac.uk/library/NHS](http://www.kcl.ac.uk/library/NHS)

### IT facilities

Junior doctors have access to Trust computers in most clinical departments and wards. There are also computers available for use in the postgraduate



centres, doctor's mess, libraries and the Knowledge and Information Centre (KIC) in St Thomas' Hospital. Some clinical areas, Sherman education centre and the libraries have access to KCL computers.

Trust emails can be accessed from home via webmail.

Wi-Fi access is available throughout Guy's Hospital and St Thomas' Hospital.

### Other facilities (recreational or otherwise)

There are fitness centres at both Guy's Hospital and St Thomas' Hospital. Both offer excellent equipment combined with knowledgeable staff able to advise you on your own personal programmer. There is also a 25m swimming pool at Guy's Hospital.

There is a range of classes available including: functional training, jitsu, abs and stretches, yoga, abdominal blast, circuit training and qi gong.

Membership prices start at £15 per month

There is also access to KCL Medical School sports grounds by arrangement.

### Local amenities/attractions

Guy's Hospital and St Thomas' Hospital are both located at the heart of central London with easy access to restaurants, bars, theatres, cinemas, clubs, museums, shops, parks and much more!

### Guy's Hospital:

On site – several AMT coffee shops, canteen and a well-stocked hospital shop.

Immediate vicinity – Shard, Borough Market, River Thames, numerous restaurants, bars and shops.

### St Thomas' Hospital:

On site – M&S food, WH Smith, chemist, several restaurants/cafeterias and a gift shop.

Immediate vicinity of: Big Ben, London Eye, Southbank, River Thames, numerous restaurants, bars and shops.

### Transport links

Both hospitals have excellent transport links within London and surrounding counties, the whole of the UK and the continent. There is a regular shuttle service connecting Guy's with St Thomas' Hospital.

Guy's Hospital: easy access to underground and over ground via London Bridge as well as bus routes.

St Thomas' Hospital: easy access to underground (via Westminster, Waterloo and Lambeth North), over ground (via Waterloo and Waterloo East) and bus routes.

### Parking arrangements

Limited parking facilities are available on both sites. Parking permits can be applied for.

### Accolades/achievements of the trust

In 2013 the Dr Foster Hospital Guide named us Trust of the year for Safe Care. We are also in the top three Trusts for research; with 422 research studies in 2013-14.

We have one of the largest capital investment programmes in the NHS and are making significant investments in our buildings, IT and medical equipment, for the benefit of patients.



## King's Health Partners

Guy's and St Thomas' NHS Foundation Trust is one of the three NHS Foundation Trusts which form King's Health Partners (KHP). KHP is one of only six Academic Health Science Centres (AHSCs) in England designated by the Department of Health.

We bring together a world-leading research led university (King's College London) and three successful NHS Foundation Trusts (Guy's and St Thomas', King's College Hospital and South London and Maudsley).

Our aim is to create a centre where world-class research, education and clinical practice are brought together for the benefit of patients. We want to make sure that the lessons from research are used more swiftly, effectively and systematically to improve healthcare services for people with physical and mental health care problems.

At the same time as competing on the international stage, our focus remains on providing local people with the very best that the NHS has to offer. King's Health Partners will bring real and lasting benefits to the communities of south London. Local people will continue to benefit from access to world-leading healthcare experts and clinical services which are underpinned by the latest research knowledge. There will also be benefits for the local area in regeneration, education, jobs and economic growth.

### Our partnership brings together:

- three of the UK's leading NHS Foundation Trusts;
- a university ranked in the top 20 in the world;
- services provided across central and outer London locations, including seven mental health and physical healthcare hospitals and many community sites;
- 4.2million patient contacts each year;
- 36,000 staff;
- 25,000 students;
- a combined annual turnover of £3.1billion..

### Any additional information

The Guys & St. Thomas' Foundation Trust is one of the largest Trusts in the NHS with an annual

turnover of £1.24 billion and 2 million patient contacts per year; including 866,000 in community services, 83,000 inpatients and 1.03 outpatients.

The Trust comprises two of London's oldest and best known teaching hospitals, which have a long history dating back almost 900 years.

We provide a full range of hospital services for our local communities in Lambeth, Southwark and Lewisham, as well as specialist services for patients from further afield, including cancer, cardiothoracic, women's and children's services, kidney care and orthopaedics. We have one of the largest critical care units in the UK and one of the busiest A&E departments in London.

We have a strong track record for clinical excellence, teaching and research, and financial management. Our Fit for the Future programme aims to improve further our efficiency without compromising quality and safety.

## Foundation programme specific information

### Induction/shadowing arrangements

All F1s will be employed from Monday 27th July 2020. You will receive approximately two and a half days of a useful and relevant Trust induction which includes practical scenario training, electronic patient records training, workshops and talks from a variety of people relevant to being an F1. The induction is well evaluated. In addition to this there is an online induction specifically designed for junior doctors.

You will also have approximately 4.5 days to shadow the current F1 and meet with the clinical team.

### Educational and clinical supervision

All Foundation Doctors are assigned an educational supervisor for the full year. This is usually a consultant who you will be working with in your first placement. You will also be assigned a clinical supervisor in each four-month placement. In addition to this you will be assigned a Foundation Training Programme Director who will meet with you at least twice during the year to check you are on track and discuss careers.

## Teaching programme

F1s receive 1.5 hours weekly teaching which is usually presented from St Thomas' Hospital but is video-linked to Guy's Hospital (occasionally vice versa). The format is designed to be case based and interactive.

F1s are also expected to attend:

- ALS
- Acutely Ill Patient Workshop
- Simulation for Foundation Doctors
- Quality and Improvement half day workshop
- Medicine and the Law half day workshop
- Leadership half day workshop and e-learning
- Equality and diversity e-learning
- Prescribing e-learning

F2s receive a half day themed training session every month as well as a variety of mandatory courses. Which are:

- Leadership
- Acutely Ill and Injured Patients
- Medicine and Law
- Foundation Simulation
- Undergraduate Simulation

## Tasters

Foundation doctors are allowed to use up to 5 days for a Taster. Guy's and St Thomas' NHS Foundation Trust offers a full range of hospital services as well as specialist services, so our foundation doctors are usually able to find a suitable taster. As a foundation doctor within the Trust you can really make the most of a taster as you can usually get involved with the patients and the clinical team.

## Simulation

- GSTT has a state-of-the simulation centre
- All FY1&2 receive interprofessional high fidelity simulation training
- All FY2s receive simulation faculty training to teach on the undergraduate simulation courses for final year medical, nursing and midwifery students.



- There are usually other optional simulation events that foundation doctors are allowed to attend for free.

## Foundation doctor forums

In August we invite F1s and F2s the opportunity to apply to become a Foundation Programme rep. Due to our large cohort of F1s and F2s we usually have at least 6 F1s and 6 F2 who are allocated a smaller number of foundation doctors to represent. The reps are responsible for:

- Gaining feedback from your foundation doctor colleagues
- Being a contact point for your small group of foundation doctors
- Working with the specialties to address issues raised from trainees.
- Attending a foundation programme reps meeting
- Attending the Foundation Faculty Meeting (3 per year) to feedback trainee issues and engage with developing the foundation programme at GSTT

- Attend ad hoc meetings as requested
- Allocated projects to be involved with i.e. teaching programme design, IT projects, community involvement etc.
- Providing foundation doctor views on potential changes

### **Any additional information**

We have 59 F1s and 76 F2s at Guy's and St Thomas' Hospital. The placements include a variety of medical, surgical, psychiatry and community placements. We are currently engaging with community services to offer foundation doctors the opportunity to attend meaningful placements in line with Broadening the Foundation Programme.

The Undergraduate Department within Medical Education will be providing Foundation Doctors a Clinical Skills Tutoring Scheme which will be in place in 2019. This includes:

- Participation in small group teaching sessions
- Undergraduate Simulation
- Annualised Clinical Skills days
- Approved by Dr Ros Tilley, the director of Undergraduate Medical Education.

# King's College Hospital NHS Foundation Trust (Denmark Hill Site)

## King's College Hospital

Denmark Hill, London, SE5 9RS

### Switchboard:

020 3299 9000

### Website:

[www.kch.nhs.uk](http://www.kch.nhs.uk)

### Trust Foundation web page:

[careers.kch.nhs.uk/training/pgmde](http://careers.kch.nhs.uk/training/pgmde)

## Key personnel

### Director of Medical Education

Mr Tunji Lasoye

### Clinical Tutor

Mr Tunji Lasoye

### Foundation Training Programme

#### Director(s)

Mr Tunji Lasoye

Ms Avril Chang

Dr Geoffrey Warwick

#### Careers Tutor(s)

Dr Geoffrey Warwick

Dr Omar Mustafa

Mr Tunji Lasoye

Dr Catherine Bryant

Ms Avril Chang

Dr Jackie Gilbert

Mr Simon Calvert

### Senior Medical Education Manager

Mrs Sheinaz Mahomedally

### Medical Staffing Manager

Ms Lay Pham

### Foundation Programme Administrator(s)

[kch-tr.dhfoundationprogramme@nhs.net](mailto:kch-tr.dhfoundationprogramme@nhs.net)

### Foundation Programme Managers

Mr Simon Rosan

### Foundation Programme Administrator



## Facilities

### Postgraduate Centre

There is a purpose-built postgraduate conference centre providing a venue for postgraduate medical and dental activities within the Trust. The Centre comprises a fully equipped lecture theatre and three seminar rooms:

Bill Whimster lecture theatre – Seats 80 people, equipped with latest audio-visual equipment and video conferencing.

### Jan Welch teaching room

Seats 40 people with audio-visual equipment available and video conferencing.

### Clare Vaughan seminar room

Seats 60 people with audio-visual equipment available. There is an acoustic partition dividing the area into 30/30 seating capacity.



## Simulation Facility

Seats 15, audio-visual facilities available.

## The Buttery

Refreshment area, seats 35 at small round tables. Catering is supplied by King's College London.

## Accommodation

The accommodation office can assist FY1 trainees in sourcing housing association properties and should contact the accommodation office with their requirements.

Accommodation Team telephone number – 020 3299 3400.

## Social activities

We have a very pro-active Doctors' mess Committee who are keen for members to have plenty of opportunity to socialise and unwind, including monthly events. These include:

- Access to physical space away from the busy clinical area with daily newspapers, a kitchen area and provisions.
- Weekend pizza delivery.
- Monthly social events
- An annual Summer Party and Christmas Party.

## Doctors' mess

The Doctors' mess at King's provides a relaxing environment with a TV, a kitchen regularly stocked with fresh fruit, bread and milk and newspapers. There are a number of social events throughout the year. There is also an opportunity for junior doctors to be members of the mess Committee.

## Library facilities

As an employee of King's College Hospital you will have access to the Information Services & Systems (ISS) at King's College London. This service provides integrated IT and information services enabling access to an extensive range of tools and research and teaching resources. Within the Weston Education Centre, we have one of the five Information Services Centres and libraries, which are located across the five main campuses offering subject-specific resources with help and advice from

qualified staff.

Information Specialists work to ensure students and researchers can locate the most up to date resources available – either online or in print. We aim to provide a world-class e-research service and 24/7 access to e-resources.

Underpinning this drive towards 24-hour access is the College's IT infrastructure. ISS maintains the desktop network and telephony system throughout the College. Audio Visual services are also part of the portfolio. Through the three year Connected Campus project, now in its second year, ISS are facilitating greater connectivity across campuses to offer increased access to research resources and enhanced opportunities for collaboration.

## IT facilities

Within the Doctors' Mess there is a separate room where there are 5 web-enabled PCs and a networked printer.

## Local amenities/attractions

Close proximity/easy access to Central London and Dulwich Village.

## Transport links

King's is located in Camberwell is in south London, with good public transport links.

## Parking arrangements

Demand for car parking spaces at King's greatly exceeds supply and you are strongly urged to use public transport where possible. Permits are awarded on a strict points system to those members of staff who require them.

## Accolades/achievements of the trust

King's College Hospital is part of a pioneering Academic Health Sciences Centre, King's Health Partners (KHP). This is a collaboration between one of the world's leading research-led universities, King's College London, and three of London's most successful NHS Foundation Trusts: King's College Hospital, Guy's and St Thomas' and South London and the Maudsley. Its driving purpose is to continually seek and bring about swifter and more effective improvements in health and well-being for our local population, as well as nationally and



across the globe. KHP's work combines the best of basic and translational research, clinical excellence and world-class teaching to deliver ground-breaking advances in physical and mental healthcare.

King's College Hospital has become the first major acute hospital in the UK to be awarded the Investors in People (IIP) Gold Standard award. Investors in People is a national quality standard awarded to well-run organisations which demonstrate good management practice with a high emphasis on best practice people management and development.

King's first achieved Investors in People status in 1999, but this is the first time it has been recognised with the Gold award – a significant achievement. The Gold award is only given to those organisations which are able to demonstrate a degree of excellence in the way they develop and support their staff. Executive Director for Workforce Development at King's commented; "Achieving Gold standard is a tremendous achievement for the Trust. Our people

are at the heart of everything we do for our patients at King's. Their individual skill and commitment are crucial in delivering quality services; we want our staff to continue to feel supported and valued, whatever their role, and we will continue to help them develop their potential."

### Terms and conditions of employment

The post is subject to the terms and conditions of employment as set out by the Trust and further details can be obtained from the Medical Staffing department at the time of appointment.

### Any additional information

King's College Hospital is a large teaching hospital and NHS Foundation Trust situated in South Central London. It provides healthcare for residents of a densely populated surrounding locality, as well as many tertiary services for South-East England and beyond. Our department is based within the Weston Education Centre, situated next to King's College Hospital, Denmark Hill. This affords us the luxury of a well-equipped postgraduate conference centre, in close proximity to the library facilities of King's College London on the campus of King's College Hospital.

Our Department is based within the Weston Education Centre, situated next to King's College Hospital, Denmark Hill. This affords us the luxury of a well-equipped Postgraduate Conference Centre, within close proximity of the library facilities of Kings College London as well as the King's Hospital.



## Foundation programme specific information

### Induction/shadowing arrangements

At King's we provide the FY1 trainees with seven days of shadowing and key induction elements. This week-long experience provides the opportunity for trainees to work alongside the FY1 from whom they will be taking over and gain an insight into the role and responsibilities of a junior doctor. They will gain firsthand experience of working with other members of the multidisciplinary team, communicating with patients and developing an understanding of how the NHS generally works. They also have training on ILS, ALERT, EPR, EPMA, Infection Control and e-Portfolio.

### Educational and clinical supervision

Trainees are allocated an educational supervisor for the year and for each placement they are placed with the lead consultant of their team for clinical supervision.

### Teaching programme

We have 51 FY1 and 40 FY2 trainees at King's. Both FY1 rotations and FY2 rotations consist of three 4 month placements. All FY2 rotations include an Emergency Medicine placement.

There is protected, bleep free teaching for all FY1's at lunchtime once a week and, in addition, there are several half-day workshops throughout the year, including ALS. The FY2 teaching programme includes ALS, if required, a two day 'FY2 Professional Development' course, specialised career sessions, interactive clinical teaching and access to a multitude of specialty teaching programmes across the Trust.

Trainees also can access our more generic courses like Teaching the Teachers. There is a substantial team within the Department of Postgraduate Medical and Dental Education (PGMDE), several of whom work almost exclusively for the Foundation Training Programme. Although we have a large number of Foundation Trainees, we pride ourselves on looking after the individual needs of each of them.

With the connection to KCL, trainees have the opportunity to participate in Undergraduate



teaching as both teachers and organisers. Frequent formative OSCE's also take place on site and trainees are invited to examine throughout the year.

### Tasters

All Foundation trainees have the opportunity to do a 'taster' of their choice in any specialty within the Trust, or outside the Trust if necessary. For further information and guidance please see the STFS website.

### Simulation

Simulation training is provided at King's College Hospital in a dedicated simulator training facility. Simulation training sessions are mandatory for all FY1 and FY2 trainees. Trainees will also be given the opportunity to become involved as part of the faculty.

### Foundation Faculty Meetings

Foundation Faculty Meetings are held regularly and FY1 and FY2 trainee representatives are asked to attend. Trainee representatives are also invited to attend the Medical & Dental Education Committee meetings, which are held on a quarterly basis.

## Any additional information

PGMDE held their annual Foundation Training Programme Awards Ceremony in July every year for the FY1 & FY2 trainees and incoming FY1s. We are proud to have amongst us distinguished guests who give inspirational talks to the Foundation trainees. These include the Chief Executive and Executive Board Members. Certificates of merits were awarded from South Thames Foundation School for contribution to and progress in the e-Portfolio, audit, teaching and leadership and an outstanding trainee of the year. Trainees are also recognised by King's for their leadership skills, leadership projects and for those who are truly outstanding. Alongside these merits the trainees acknowledge the hard work of the trainers; awards are also presented to those trainers who have provided teaching and support to the Foundation trainees throughout the year. There is also an impressive display of audit and leadership project posters. These merits/awards are agreed by the Foundation Training Faculty who work hard to ensure that trainees progress, that they are given the right support and are appropriately recognised for their contributions.



# King's College Hospital NHS Foundation Trust (Princess Royal University Hospital Site)

## Princess Royal University Hospital (PRUH)

Farnborough Common, Orpington, BR6 8ND

### Switchboard:

01689 863000

### Website:

[www.kch.nhs.uk](http://www.kch.nhs.uk)

### Trust Foundation website:

[careers.kch.nhs.uk/training/pgmde](http://careers.kch.nhs.uk/training/pgmde)

## Key Personnel

### Director of Medical Education

Mr Tunji Lasoye

### Associate Director of Medical Education

Dr Belinda Kessel

Dr Miranda Selby

Dr Preeti Chopra

Dr Shaun Walter

### Foundation Training Programme

#### Director(s)

Dr Belinda Kessel

Dr Miranda Selby

#### Careers Tutor(s)

Dr Belinda Kessel

Dr Miranda Selby

### Senior Medical Education Manager

Mrs Sheinaz Mahomedally

### Deputy Medical Education Manager

Ms Christine Nurthen

### Medical Staffing Manager

Lay Pham

### Foundation Programme Administrator(s)

Ifeoluwa Suleiman

Masuma Siddiqah



## Facilities:

### Postgraduate centre

The Postgraduate Centre and Annex is located opposite the main hospital. The centre has a large lecture theatre and a seminar room which is used for our educational activities. There is a Library facility within the centre which has quiet study areas and is open 24/7 providing out of hours access. There is a Cyber Café with 15 computers which is open from 8.30am – 5pm Monday to Friday and is open to all staff and students. The “Sanctuary” restaurant is a great facility serving hot food and snacks with ample seating area. The Annex has a number of training rooms, an IT suite and a dedicated simulation facility.

### Accommodation

The accommodation office can assist FY1 trainees in sourcing housing association properties. Trainees should contact the accommodation office with their requirements.

### Social activities

We have a very pro-active Doctors' mess Committee who are keen for members to have plenty of opportunity to socialise and unwind, including monthly events. These include:

- Access to physical space away from the busy clinical area with a kitchen area and provisions.
- Weekend pizza delivery.



- Monthly social events
- An annual Summer Party and Christmas Party.

### Doctors' mess

The Doctors' mess at PRUH provides a relaxing environment for our doctors. The kitchen is regularly stocked with bread and milk. There are a number of social events throughout the year. There is also an opportunity for junior doctors to be members of the mess Committee.

### IT facilities

The Library and Cyber Café are located in the Education Centre and the computers are available for use by all staff and students. We also have a Clinical Support Librarian who is available for teaching sessions in our IT Training Suite.

### Local amenities/attractions

The hospital backs onto a large Sainsbury's which can be reached by walking through a direct cut-through into the car park. Locksbottom High Street located by Sainsbury's contains a variety of small shops, cafés and restaurants. Bromley High Street is a bus ride away with an array of shops and the Glades Shopping Centre.

### Transport links

The Hospital is located near a vast number of Bus Routes that can reach the majority of the surrounding areas (Croydon, Bromley, and Orpington). Orpington station is 24mins from Charing Cross and 17min from London Bridge, while Bromley South Station is 17min from London Victoria. Both stations are a bus ride away, and



commuting from Central London takes 40-50min.

### Parking arrangements

Demand for car parking spaces at King's greatly exceeds supply and you are strongly urged to use public transport where possible. Permits are awarded on a strict points system to those members of staff who require them.

### Accolades/achievements of the trust

King's College Hospital is part of a pioneering Academic Health Sciences Centre, King's Health Partners (KHP). This is a collaboration between one of the world's leading research-led universities, King's College London, and three of London's most successful NHS Foundation Trusts: King's College Hospital, Guy's and St Thomas' and South London and the Maudsley. Its driving purpose is to continually seek and bring about swifter and more effective improvements in health and well-being for our local population, as well as nationally and across the globe.

KHP's work combines the best of basic and translational research, clinical excellence and world-class teaching to deliver ground-breaking advances in physical and mental healthcare.

King's College Hospital has become the first major acute hospital in the UK to be awarded the Investors in People (IIP) Gold Standard award. Investors in People is a national quality standard awarded to well-run organisations which demonstrate good management practice with a high emphasis on best practice people management and development.

## Terms and conditions of employment

The post is subject to the terms and conditions of employment as set out by the Trust and further details can be obtained from the Medical Staffing department at the time of appointment.

## Any additional information

King's College Hospital is a large Teaching Hospital and NHS Foundation Trust situated in South Central London. It provides healthcare for residents of a densely populated surrounding locality, as well as many tertiary services for South-East England and beyond.

The PRUH is part of Kings College Hospital NHS Foundation Trust and is situated in South London. PRUH is a very friendly hospital and offers a supportive environment for Foundation doctors to train.

## Foundation programme specific information

### Induction/shadowing arrangements

At King's we provide the FY1 trainees with seven days of shadowing and key induction elements. This week-long experience provides the opportunity for trainees to work alongside the FY1 from whom they will be taking over and gain an insight into the role and responsibilities of a junior doctor. They will gain firsthand experience of working with other members of the multidisciplinary team, communicating with patients and developing an understanding of how the NHS generally works. They also have training on ALS, EPR, EPMA, Infection Control and e-Portfolio.

### Educational and clinical supervision

Trainees are allocated an educational supervisor for the year and for each placement they are placed with the lead consultant of their team for clinical supervision.

### Teaching programme

There is protected, bleep free teaching for all F1's at lunchtime once a week. The Foundation teaching programme includes ALS (if required), a one day Developing Professional Skills course, specialised career sessions, interactive clinical teaching and access to a multitude of specialty teaching programmes across the Trust.



FY2 Trainees also can access our more generic courses like Teaching the Teachers. There is a substantial team within the Department of Postgraduate Medical and Dental Education (PGMDE), several of whom work almost exclusively for the Foundation Training Programme. Although we have a large number of Foundation Trainees, we pride ourselves on looking after the individual needs of each of them.

### Tasters

We offer a taster week to our F2's in their first rotation or to the F1's in their last rotation. Taster weeks can be completed in all major specialities, as well as some more obscure ones such as Radiology, Dermatology, O&G and Psychiatry. Trainees are also welcome to arrange their own Taster Weeks off site as long as it is all confirmed with a Consultant at a receiving organisation.

### Simulation

Simulation training is provided at King's College Hospital in a dedicated simulator training facility, simulation training sessions are mandatory for all F1 and F2 trainees. Trainees will also be given the opportunity to become involved as part of the faculty.

### Foundation doctor forums

Regular foundation forums are held for the FY1 and FY2 trainees and representatives from both years are asked to attend. Trainee representatives are also invited to attend the Medical & Dental Education Committee meetings, which are held on a quarterly basis.

## Additional Information

PGMDE hold their annual Foundation Training Programme Awards Ceremony in July every year for the FY1 & FY2 trainees and incoming FY1s. We are proud to have amongst us distinguished guests who give inspirational talks to the Foundation trainees. Certificates of merits were awarded from South Thames Foundation School for contribution to and progress with e-Portfolio, audit, teaching and leadership skills and an outstanding trainee of the year award. Trainees are also recognised by King's for their leadership skills, leadership projects and for those who are truly outstanding. Alongside these merits the trainees acknowledge the hard work of the trainers; awards are also presented to those trainers who have provided teaching and support to the Foundation trainees throughout the year. There is also an impressive display of audit and leadership project posters. These merits/awards are agreed by the Foundation Training Faculty who work hard to ensure that trainees' are given the right support and are appropriately recognised for their contributions.



# Kingston Hospital NHS Foundation Trust

## Kingston Hospital

Galsworthy Road, Kingston-Upon-Thames,  
Surrey, KT2 7QB

### Switchboard:

020 8546 7711

### Website:

[www.kingstonhospital.nhs.uk](http://www.kingstonhospital.nhs.uk)

## Key personnel

### Director of Medical Education

Dr Gill McCarthy

### Clinical Tutor

Dr Gill McCarthy

### Foundation Training Programme

#### Director(s)

Dr Anne Blyth (F1)

Dr Helen Draper (F2)

#### Careers Tutor(s)

Dr Elisabeth Peregrine

### Medical Education Manager

Arvind Chessman – [acheesman@nhs.net](mailto:acheesman@nhs.net)

### Medical Staffing Manager

Jennifer Burton – Interim Head of Medical HR

Carla Sodawater – Medical HR Manager

### Foundation Programme Administrator(s)

Michelle Clayton – Foundation Programme

Co-ordinator [michelle.clayton9@nhs.net](mailto:michelle.clayton9@nhs.net)



## Facilities

### Postgraduate Centre

The Postgraduate Medical Centre (PGMC) is purpose built and is located on Level 5 of Kingston Surgical Centre.

The centre has audio-visual facilities. There are two Lecture Theatres which can be opened up into one room holding up to 150 people and eight other Seminar Rooms of different sizes. All rooms have AV equipment and Smart Boards. There are also video-conference facilities available.

There are three Clinical Teaching rooms – a Resuscitation room, Mock Ward and Clinical Skills room.

### Accommodation

All accommodation is situated on the Hospital campus and includes 78 rooms, of which 60 are en-suite. The accommodation blocks are Averill House, Burley House and Cecil House.

Averill House and Cecil House offer en-suite rooms sharing kitchen / diner facilities with 4 other bedrooms.

Burley House offers 18 bedrooms in shared accommodation – 6 bedrooms per flat –with shared bathroom and kitchen / diner facilities.

Laundry facilities are available on-site.



The accommodation is managed by  
[www.chertsey@optivo.org.uk](mailto:www.chertsey@optivo.org.uk)

Telephone number 0203 202 0335

Burley House – Non-En-Suite Rooms £577.42 Per Calendar Month

Averill and Cecil House En-Suite Rooms £622.42 per Calendar Month

\* Prices correct as of January 2020

### Social activities

Various social activities are arranged via the Doctors' Mess, including nights out and the annual Hospital Ball.

### Doctors' mess

The Doctors' Mess is located on Level 2 of Kingston Surgical Centre. There is a large seating area with SKY TV, a kitchen (microwave, toaster, panini maker), 8 computer stations toilet, shower separate male/female and locker facilities.

Subscription is £10 per month. Fees are used to cover the SKY subscription and to provide tea, coffee, bread and jams/spreads, biscuits, ham/cheese for members use.

### Library facilities

Stenhouse Library is located on Level 5 of Kingston Surgical Centre and is open with 24 hour access.

Members of the library can access a wealth of medical and health information from the books, journals and databases available at the facility.



In addition, and to help with the needs of clinical governance and evidence based medicine, the librarians are able to:

- conduct literature searches with you or on your behalf,
- provide training on retrieving medical and health information from the internet,
- hold workshops on database searching (eg MEDLINE, CINAHL).

### IT facilities

Kingston Hospital has an excellent IT department and provides both online and telephone support for all the Trusts' IT needs. Kingston Hospital uses the Cerner Millennium Care Records Service solution with electronic ordering/results for Pathology and Radiology tests.

### Other facilities (Recreational or otherwise)

Honey Bees Nursery Staff Nursery is the Trusts on-site day nursery. This offers places for up to 81 children between the ages of 3 months and 5 years. The nursery is open 7am and 5.30pm. It is Ofsted registered and was awarded an Outstanding rating at the last inspection in 2011.

The Nursery follows the Early Years Foundation Stage Curriculum and also accesses the government funding to ensure your child receives the 15 hours free education the term after their 3rd birthday. Staff who are paid by Kingston Hospital NHS Foundation Trust can join the Salary Sacrifice Scheme which enables them to save up to 38% on their fees. Fees are currently £55\* per day or £27.50 per ½ day.

\* Prices correct at Dec 2018



### Local amenities/attractions

Kingston Hospital is in an attractive part of Surrey and is within easy reach of Central London, Richmond Park, the river Thames, the historic Royal Borough of Kingston-upon-Thames, and open countryside.

Kingston Town Centre has a large shopping area and plenty of restaurants some of which are located by the river Thames. There are two or three nightclubs and plenty of pubs and wine bars.

Richmond Park is opposite the Hospital and you can get to Richmond, Ham and Roehampton through the park.

### Transport links

Transport and travel information is available on the Trust website.

### Parking arrangements

A managed car parking scheme operates at Kingston Hospital NHS Foundation Trust. The number of car parking spaces on site is limited so eligibility criteria are in place for staff who request permits. There are two main types of staff permit available: Red (Priority) Permits and Yellow (Standard) Permits. Red Permits allow access to the Essential Users Car Parks and are available to staff who undertake three or more off-site commitments per week. Yellow Permits are available for staff living more than 50 minutes from the hospital by public transport. There is currently a waiting list for these permits. Applications for permits should be made using the Car Parking Permit Application Form on the Trust Intranet.

### Terms and conditions of employment

For terms and conditions, please click on the link [www.nhsemployers.gov](http://www.nhsemployers.gov).

### Accolades/achievements of the trust

Kingston Hospital became an NHS Foundation Trust on the 1st May 2013 and is now known as Kingston Hospital NHS Foundation Trust. We have been rated 'Outstanding' by CQC – Kingston Hospital NHS Foundation Trust was rated Outstanding by the Care Quality Commission in August 2018. The hospital became the first acute Trust in London to receive an Outstanding rating for Leadership and was also rated Outstanding for Caring and Overall Quality.

The Hospital is the first acute Trust to be licensed since April 2012 and the first to become a Foundation Trust (FT) in South West London. Becoming an FT is a seal of approval for the high quality patient care we are all committed to delivering at Kingston Hospital and we are now looking forward to planning an exciting future for the Trust. Our Council of Governors is now fully established and we are particularly looking forward to working with them to ensure we listen to the needs of the communities and patients they represent when planning our future and developing our services.

We are proud of our reputation as the largest single site District General Hospital with the second largest Maternity Unit in London and the Hospital's Emergency Department is one of the busiest in the country seeing over 110,000 patients per year.

### Any additional information

Kingston Hospital NHS Trust is approximately 12 miles from central London and provides a full range of diagnostic and treatment services to approximately 320,000 people on behalf of commissioners within South West London and North Surrey.

We have approximately 500 beds and directly employ around 2,700 across all groups including nursing and midwifery, medical and dental, administrative and clerical, ancillary and management.



## Foundation programme specific information

### Induction/shadowing arrangements

The 2019 F1 induction/shadowing will take place from Monday 29th July to 6th August, paid at basic rate. This includes time shadowing the outgoing F1, training on the use of the Care Record System (CRS), Hospital Induction and Foundation Induction with the Foundation Training Programme Director.

ILS and ALERT training for F1s takes place during the shadowing/induction period prior to the F2 and Specialty Trainee intake.

F2s attend a Hospital Induction on their first day, including training on the use of the Care Record System (CRS). A half-day Foundation Induction with the Foundation Training Programme Director takes place on the morning of the following day.

### Educational and clinical supervision

Each rotation has an overall Educational Supervisor and each placement within the rotation has a Clinical Supervisor. All supervisors have received appropriate training and education and are approved assessors for supervised learning events (DOPS, mini-CEX and CbD).

### Teaching programme

In addition to departmental teaching, F1 trainees receive 2 hours bleep free teaching per week.

All trainees have opportunities to develop their teaching skills through peer teaching which is formally assessed by Educational Supervisors.

### Tasters

Guidance about arranging a taster is provided to foundation trainees as part of their Foundation Induction information. All trainees are strongly encouraged to arrange a taster in a specialty of their choice.



### Simulation

The Trust has an established state of the art Simulation Centre and has been successfully providing simulation training for foundation trainees since 2010. All foundation trainees are required to attend a Simulation Training day. Training takes place in the Simulation Suite, located on Level 5 of Kingston Surgical Centre.

### Foundation doctor forums

Both F1 and F2 doctors choose two representatives at the beginning of their rotation. Representatives attend Foundation Faculty Group Meetings, Trust Educational Faculty meetings on a quarterly basis as well as the Junior Doctors' Forum.

Foundation Trainees are able to express their views and/or suggestions for improvement via the annual National GMC Survey and also through local Trust surveys.

### Any additional information

Foundation doctors are actively involved in Trust and national audits. There is a Trust Audit seminar each year and Foundation doctors have been involved in prize-winning audits.



# Lewisham & Greenwich NHS Trust

## University Hospital Lewisham

Lewisham High Street, Lewisham, London  
SE13 6LH

### Trust Switchboard:

020 8333 3000

### Trust website:

[www.lewishamandgreenwich.nhs.uk](http://www.lewishamandgreenwich.nhs.uk)

### Trust foundation website:

[www.lewishamandgreenwich.nhs.uk/education](http://www.lewishamandgreenwich.nhs.uk/education)

## Key personnel

### Director of Medical Education

Dr Catherine Mathews

### Deputy Director of Medical Education

Dr Teresa Sealy

### Foundation Training Programme Director(s)

Dr Teresa Sealy

Dr Pamela Lutalo

### Careers Tutor(s)

Dr Mehool Patel

### Head of Medical Education & Medical Staffing

Suzanne Faulkner

### Medical Education Manager

Annette Cooke

### Medical Staffing Manager

Kelly Stannard

### Foundation Programme Administrator(s)

Sally-Ann Maher

Ayesha Mansuri



## Facilities

### Postgraduate Centre

The postgraduate centre is situated in the Education Centre and shares an office with Medical Staffing. The Postgraduate Medical Education department has overall responsibility for ensuring the provision of education and training for Postgraduate doctors. The trust continues to meet the educational standards set by the GMC and HESL. We have a major commitment to the development of Research and Education. The trust has a highly dedicated Director of Medical Education and Education Team which supports the learning needs of all medical staff. We aim to provide a consistent, reliable high quality administrative service to the trust. On-going medical education activities have included comprehensive induction, career counselling, supported educational supervision and assessment provision of an 'information supported' learning environment.



The Foundation Programme at Lewisham has an excellent reputation and we continue to attract high calibre trainees at F1 and F2 levels. The innovative education week for F2 trainees once again registered over 95% attendance and this model is being copied by other Trusts. We have on site Clinical Skills laboratory and Resuscitation Training facilities which is housed in our state of the art new Simulation Suite

### Accommodation

No on or off site accommodation but The Lewisham Site do provide an extensive list of all local letting agencies. Our communication team also offer advice on any local flat/house rentals in the area.

### Social activities

Out of hours there is a lively and vibrant social network including a Christmas and Summer Ball organised by F1 Mess President. Five a side football and many other social events. Also Consultants from both sites contribute to a yearly summer ball which takes place each June to say thank you to all Juniors for their hard work.

### Doctors' mess

The Doctor's mess is located close to the Staff Restaurant. It has a wide-screen television with access to Sky, comfortable sofas and 4 wall mounted computers. Tea and coffee facilities are all provided. Free takeaway dinner is provided at the weekends for the on call teams in the Doctor's mess.

### Library facilities

The library is located in the Education Centre. We have a wide range of e-journals and books and several online exam revision packages. We provide critical awareness and database training and support all aspects of research and learning both in the workplace and in the library. There is also free access to Up-to-date, and free access to a variety of electronic journals and books via Athens account. This can be requested through the library.

### IT facilities

The Learning Resource Centre houses 16 computers with internet access. There are allocated rooms in each specialty/dept., which provide great IT facilities only accessible to doctors.

### Other facilities (recreational or otherwise)

On site bar – The Lewi Club holds many social events throughout the year. Mess parties are often held there, opening hours are Monday to Friday 10am to 11pm - drinks are inexpensive. There is the Ravensbourne Restaurant on site which serves excellent hot food at reasonable prices. There is a recently opened café 'Muffin Break' which serves muffins, salads, sandwiches, and hot and cold drinks. There is also a McColls shop located in the yellow zone opposite Boots pharmacy which sells common household items, sandwiches, and a selection of snacks and drinks. There is an on-site Boots pharmacy which provides a staff discount. Lockers available to all juniors. Allocated bike storage area within the trust.

### Local amenities/attractions

Located 12 minutes train ride from London Bridge. Plenty of local attractions walking distance to/from Lewisham DLR. Blackheath Village and Greenwich Park are tourist areas.

### Transport links

Bus routes to Lewisham High Street from: Brixton P4, Canada Water 199, Deptford 47, West Croydon/Blackheath 54, Grove Park Cemetery 284, Croydon Via Sydenham 75, Crystal Palace/ Plumstead 122, Peckham/Grove Park 136, Victoria 185, Orpington via Bromley 208, Camberwell 484. Trains run from Charing Cross and London Bridge to Ladywell Station on the Hayes line. This is then a 5-minute walk to the hospital and is sign posted from the park. Victoria, Cannon Street, Charing Cross and London Bridge trains run to Lewisham station through to all areas of Kent. This is 10-minute walk to the hospital or a short bus ride.

### Parking arrangements

We have very limited parking available. Although Lewisham has designated a scheme where security will provide you with a card, similar to the oyster card, which will allow you to park when working unsociable hours.

## Accolades/achievements of the trust

The pastoral support provided to Foundation trainees within the postgraduate department is among the best in London. The co-location of the medical staffing department and the postgraduate department allows an excellent level of communication and co-operation between the two departments. This allows rota co-ordination with teaching and training opportunities making it easier than it might otherwise be. The innovative week-long foundation teaching programme for FY2 has consistently received excellent feedback. The hospital at night team were recently awarded excellent ratings by NHS London.

## Terms and conditions of employment

We adhere to current Medical and Dental Terms and Conditions.

## Any additional information

Lewisham and Greenwich NHS Trust was established in October 2013, following the integration of Lewisham Healthcare NHS Trust and Queen Elizabeth Hospital in Woolwich. The Trust provides a comprehensive portfolio of high quality acute healthcare services to a critical mass of more than 526,000 people living across the London Boroughs of Lewisham, Greenwich and North Bexley together with a broad portfolio of community services, primarily, but not exclusively, for those living in Lewisham. We are responsible for NHS services at University Hospital, Queen Elizabeth Hospital in Woolwich and in a number of community settings throughout Lewisham. In addition, we provide some services at Queen Mary's Hospital in Sidcup.

The Trust employs more than 6,000 staff on both the hospital and community sites, which makes us one of the biggest employers in South East London.

University Hospital Lewisham has 500 beds including a well-equipped 14 bed- Critical Care Unit providing level 3 and level 2 care, a 5 bed Cardiac Care Unit and a 46-bed Medical Admissions Unit with 8 monitored beds providing level 1 care. The hospital has a highly rated Stroke Unit linked to the Hyper-Acute Stroke Service at Kings College Hospital. The Vascular Surgery Unit at Lewisham Hospital specialises in carotid artery surgery. The hospital has 11 operating

theatres of which 2 are dedicated paediatric theatres and 1 is a dedicated obstetric theatre.

## Foundation programme specific information

### Induction/shadowing arrangements

F1 Shadowing/Induction week commences 1 week prior to commencing of post. This is where you will be given the opportunity to shadow your predecessor, familiarise yourself with the surrounding and processes. Shadowing boosts confidence and ensures all new doctors are aware of the first day competencies of an FY1 role. We also provide a 2 day ALS course for all F1s. F2s are inducted as part of their general August Induction. Induction is vital in order to cover Mandatory and statutory training requirements set out by the HESL and STFS.

### Educational and clinical supervision

In accordance with HESL and GMC recommendations, there is a single ES for the whole year for each trainee, with CS for each post.

### Teaching programme

Foundation Trainees have the opportunity to attend a variety of lectures, workshops, departmental teaching sessions, MDT and Grand Rounds which all cover the curriculum. The F1 Teaching programme is run weekly and is bleep free, so completely protected time. F2 Teaching programme is delivered as a one-week block taken as a study leave. This has proven very successful not only for attendance but to get to know your fellow FY2 colleagues better and create a better support network.

### Tasters

Taster/Career week are offered to both F1 and F2 Foundation Trainees. This provides trainees with a unique opportunity to work for a week in a specialty not included in their rotations. The aim of this opportunity is to help inform you in your career decision making. Lewisham has designed a Taster Booklet, within the Taster Booklet it gives you timetables for each of our specialties but should you prefer exposure in a specific specialty which we do not offer, we can help you organise this externally.

## Simulation

We have a state of the art clinical simulation centre which is set up to replicate an acute care NHS environment, providing realistic clinical facilities for all healthcare professionals. This multi-professional training facility comprises a mock theatre area, a ward area, and a maternity suite, and is home to a large family of sophisticated, life-size medical manikins that can mimic the acutely ill adult and child. They can talk, breath, bleed, blink and cry and even give birth! The centre provides training for a wide range of healthcare professionals studying our programmes. Our showcase of patient simulators include adults, pregnant women, children and babies, providing students with an authentic clinical experience. Every room in the centre is equipped with state of the art audio-visual recording equipment and clinical scenarios which are recorded for debriefing to give candidates an opportunity to reflect on their performance.

## Foundation doctor forums

Lewisham has run foundation doctor forums for the last several years. During these sessions, discussions centres on issues of training and service provision. The F1 and F2 foundation representatives also attend foundation faculty meetings which are held three times a year. Foundation doctors are also encouraged to get involved in projects/audits initiated by the consultants to improve clinical processes and systems.



## Any additional information

The trust has become one of the first trusts in the country to have both acute and community services. This merger has proven successful in providing unique opportunities and introducing innovative training across sites. We offer a number of community placements/ rotations. Lewisham itself is in the centre of the London Borough of Lewisham and provides a wide range of elective and emergency healthcare to an urban residential population including people from a broad sweep of socio-economic and ethnic backgrounds. The Trust also provides some emergency and tertiary elective services to residents of neighbouring Primary Care Trusts, particularly Greenwich, Bexley and Bromley. University Hospital is a campus for the Guy's, King's and St Thomas' School of Medicine.



# Lewisham & Greenwich NHS Trust

## Queen Elizabeth Hospital, Woolwich

Stadium Rd, Woolwich London SE18 4QH

### Trust Switchboard:

020 8836 6000

### Trust website:

[www.lewishamandgreenwich.nhs.uk](http://www.lewishamandgreenwich.nhs.uk)

### Trust Foundation website

[www.lewishamandgreenwich.nhs.uk/education](http://www.lewishamandgreenwich.nhs.uk/education)

## Key Personnel

### Director of Medical Education

Dr Catherine Mathews

### Deputy Director of Medical Education

Mr M Hammadeh

### Foundation Training Programme Director(s)

Dr Catherine Mathews

Mr Mohamed Hammadeh

### Careers Tutor(s)

Dr Duncan Brooke

### Head of Medical Education & Medical Staffing

Suzanne Faulkner

### Deputy Medical Education Manager QEH

Nikola Hewitt

### Medical Staffing Manager

Kelly Stannard

### Foundation Programme Administrator(s)

Tatiana Carvalho

## Facilities

### Postgraduate Centre

The postgraduate centre is situated in the Education Centre and shares an office with Medical Staffing. The Postgraduate Medical Education department has overall responsibility for ensuring the provision of education and training for Postgraduate doctors. The trust continues to meet the educational standards set by the GMC and HESL. We have a major commitment to the development of Research and Education. The trust has a highly dedicated Director of Medical Education and Education Team which supports the learning needs of all medical staff. We aim to provide a consistent, reliable high quality administrative service to the trust. On-going medical education activities have included comprehensive induction, career counselling, supported educational supervision and assessment provision of an 'information supported' learning environment. The Foundation Programme at Lewisham & Greenwich has an excellent reputation and we continue to attract high calibre trainees at F1 and F2 levels. We have on site Clinical Skills laboratory and Resuscitation Training facilities which is housed in our state of the art Simulation Suite.

### Accommodation

St Nicolas House is the onsite accommodation at QEH. It is a 9 floor tower block in the centre of the site. The top floor is the Doctors Mess and on a good weather day has amazing views across London.

### Social activities

Out of hours there is a lively and vibrant social network including a Christmas and Summer Ball organised by F1 Mess Presidents. Five a side football and many other social events.

### Doctors' mess

At QEH there is a mini mess within the hospital which has kitchen and sofa facilities and there is a larger mess on the 9th floor of St Nicholas House with computer access, Sky, kitchen facilities, a pool table and large sofa area.

## Library facilities

The library offers a wide range of e-journals, books and several online exam revision packages. We provide critical awareness and database training and support all aspects of research and learning both in the workplace and in the library.

## IT facilities

Access to dedicated PCs during and out of working hours. There are allocated rooms in each speciality/ dept., which provide great IT facilities only accessible to doctors.

## Local amenities/attractions

QEH is located off of Shooters Hill and easy travelling distance from Woolwich, Blackheath & Greenwich.

## Transport links

### Buses Direct to Queen Elizabeth

- 161 Woolwich – Eltham-Chislehurst-North Greenwich
- 178 Woolwich-Kidbrooke-Lewisham
- 244 Abbeywood-Woolwich-Queen Elizabeth Hospital
- 291 Queen Elizabeth Hospital-Woolwich-Plumstead
- 386 Woolwich-Brook Estate-Greenwich-Blackheath
- 469 Woolwich Common-Erith-Bexleyheath
- 486 North Green-Queen Elizabeth Hospital-Welling-Bexleyheath
- Other local bus routes 53,54,89,122 & 422

## Parking arrangements

QEH has staff parking areas and you can apply for a permit. There is also limited parking in surrounding streets.

## Accolades/achievements of the trust

The pastoral support provided to Foundation trainees within the postgraduate department is among the best in London. The co-location of the medical staffing department and the

postgraduate department allows an excellent level of communication and co-operation between the two departments. This allows rota co-ordination with teaching and training opportunities making it easier than it might otherwise be.

## Terms and conditions of employment

We adhere to current Medical and Dental Terms and Conditions

## Any additional information

Lewisham and Greenwich NHS Trust was established in October 2013, following the integration of Lewisham Healthcare NHS Trust and Queen Elizabeth Hospital in Woolwich. The Trust provides a comprehensive portfolio of high quality acute healthcare services to a critical mass of more than 526,000 people living across the London Boroughs of Lewisham, Greenwich and North Bexley together with a broad portfolio of community services, primarily, but not exclusively, for those living in Lewisham. We are responsible for NHS services at University Hospital, Queen Elizabeth Hospital in Woolwich and in a number of community settings throughout Lewisham. In addition, we provide some services at Queen Mary's Hospital in Sidcup. The Trust employs more than 6, 000 staff on both the hospital and community sites, which makes us one of the biggest employers in South East London.

## Foundation programme specific information

### Induction/shadowing arrangements

F1 Shadowing/Induction week commences 1 week prior to commencing of post. This is where you will be given the opportunity to shadow your predecessor, familiarise yourself with the surrounding and processes. Shadowing boosts confidence and ensures all new doctors are aware of the first day competencies of an FY1 role. We also provide within the shadowing week a 1 day ILS course.

F2s are inducted as part of their general August Induction. Induction is vital in order to cover Mandatory and statutory training requirements set out by the HESL and STFS.

## Educational and clinical supervision

In accordance with HESL and GMC recommendations, there is a single ES for the whole year for each trainee, with CS for each post.

## Teaching programme

The teaching programme's cover the Foundation Curriculum. As well as class room based training, there are opportunities to present cases at Grand Round, Ward Rounds, Divisional training meetings, as well as having bedside teaching, journal clubs etc.

Other opportunities for learning include Academic Half Days, Grand Rounds, Divisional Training sessions as well as a pro-active in house teaching programme for all levels of staff

## Tasters

Taster/Career week are offered to both F1 and F2 Foundation Trainees. This provides trainees with a unique opportunity to work for a week in a specialty not included in their rotations.

## Simulation

QEH, successfully bid for money from SteLi initiative at the HE South London to develop Simulation and Clinical Skills Labs. Continued success in bidding to the Deanery for funding to deliver and develop Foundation Simulation using simulation facilities as well which include Sim Man, Sim Baby, Sim NewB, Endoscopy Simulator, CVP using ultrasound, Interactive birthing simulator etc. Successful in bidding for Distributed Simulation.

## Foundation doctor forums

QE runs foundation doctors forum. During these session discussions centre on issues of training and service provision. Foundation doctor's representatives also attend foundation faculty meetings three times a year to provide feedback from Juniors.

## Any additional information

The trust merged in 2013 to become one of the first trusts in the country to have both acute and community services. This merger has proven successful in providing unique opportunities and introducing innovative training across sites. We offer a number of community placements/ rotations. Lewisham itself is in the centre of the London Borough of Lewisham and provides a wide range of elective and emergency healthcare to an urban residential population including people from a broad sweep of socio-economic and ethnic backgrounds. The Trust also provides some emergency and tertiary elective services to residents of neighbouring Primary Care Trusts, particularly Greenwich, Bexley and Bromley. University Hospital is a campus for the Guy's, King's and St Thomas' School of Medicine.

# Maidstone and Tunbridge Wells NHS Trust

## Maidstone Hospital

Hermitage Lane, Maidstone, Kent, ME16 9QQ

### Trust switchboard:

01622 729000

### Trust website:

[www.mtw.nhs.uk](http://www.mtw.nhs.uk)

[www.me.mtw.nhs.uk](http://www.me.mtw.nhs.uk)

### Trust foundation website

[www.me.mtw.nhs.uk/programmes/foundation](http://www.me.mtw.nhs.uk/programmes/foundation)

## Key personnel

### Director of Medical Education

Dr Garth Sommerville

### Clinical Tutor

Dr Bet Mishra

### Foundation Training Programme

#### Director(s)

Dr Bet Mishra

Dr Amit Saha

#### Careers Tutor(s)

Dr Laura Halpin

### Strategic Medical Education Manager

Mrs Chris White

### Medical Staffing Manager

Andrea Stephens

### Deputy Medical Education Manager

Cherry Taylor

### Foundation Programme Manager

Anita Mann

### Foundation Programme Administrator

Joseph Maloney



## Facilities

### Education Centre:

The Academic Centre is situated at the front of the Hospital. The Centre is the hub of the Hospital as far as the Trainees are concerned and we pride ourselves in the way we look after our Trainees. The Academic Centre has a 180 seated auditorium, training rooms with audio visual equipment, dedicated Simulation and Clinical Skills rooms, a Library and a dining area. We think it to be one of the best designed and equipped Education Centres in the region.



### Accommodation

Single accommodation, just a 7 minute walk from the hospital is available for all our F1 doctors. Communal living creates a great atmosphere among fellow F1s who often make friends for life.



## Social activities

We have a vibrant Doctors' Mess that arrange several social events throughout the year as well as a summer ball. These are activities specifically for foundation trainees. The Hospital Film Club organises regular film showings in the Auditorium.

## Doctors' Mess

The Doctors' Mess, located in the Blue Zone, Level 2, just next to ICU, has a sitting room, a quiet room, a games room and a kitchen.

## Library facilities

There is 24/7 access to the Library, situated in the Academic Centre providing access to traditional (textbooks, journals, search skills training) and internet-based resources (e-journals, e-books, Up To Date, Netvibes, Clinical Key and Anatomy TV).

Free use of online revision packages including 'OnExamination'.

Trainees are actively involved in all decision making on resources. Friendly staff provide tailored Knowledge Services and are highly responsive to trainee needs.

## IT facilities

Modern IT facilities throughout the Hospital and 24/7 Wi-Fi access available throughout the Hospital and the Academic Centre.

## Other facilities (recreational or otherwise)

State of the art Simulation facilities – Sim man 3G, 2 Paediatric sims (child and baby) and a 'Sim Mum', Clinical skills rooms and Wet Lab for use in training.



Medical Humanities: We are the hosts for the annual Medical Humanities Seminar. Trainees can attend monthly Book Club on the Tunbridge Wells site and a Film Club in the spacious auditorium within the Maidstone Academic Centre.

There is a Laparoscopic training Centre located within the Maidstone Academic Centre.

## Local amenities/attractions

There are several take-away food outlets and a Tesco Express immediately adjacent to the hospital, in addition to the Costa Coffee and M&S located within the hospital. There are also other shops, restaurants, pubs, gyms and leisure centres within easy reach.

Maidstone has its own shopping complex, many restaurants, night clubs, cinema and theatre with easy access from the hospital.

Leeds Castle, Mote Park, the Hop Farm and Bluewater are local attractions open all year round.

## Transport links

M20 junction 5 (1 mile) Barming station (half mile) Ebbsfleet international (30 minutes).

## Parking arrangements

Parking permits are available for on-site parking.

## Accolades/achievements of the Trust

National Quality Accreditation awarded to MTW, following an assessment by a team of external senior healthcare professionals, Maidstone and Tunbridge Wells NHS Trust's Cancer and Haematology Directorate, based at Kent Oncology Centre at Maidstone Hospital, has been accredited by CHKS.

Maidstone & Tunbridge Wells NHS Trust hosts the Kent Oncology Centre providing specialist cancer services to around 2 million people across Kent and East Sussex, the fourth largest oncology service in the country. The Trust offers PET CT services in a new, dedicated building.

Local people have given Maidstone and Tunbridge Wells hospitals their seal of approval after assessing how the environment supports patient's privacy

and dignity, checking the quality of patient food, cleanliness of wards, and general building maintenance. Every year, annual Patient-Led Assessments of the Care Environment (PLACE) inspections take place at every hospital in the country. This year, both hospitals have seen great results exceeding the national average scores in all but one category.

The site also has a state of art birth centre, a new £3 million dedicated ward for respiratory services, a Paediatric assessment unit and a dedicated centre for trauma and orthopaedic surgery.



## Terms and conditions of employment

Junior doctors are employed under National Terms and Conditions. Full terms and conditions are available at [www.nhsemployers.org/pay-pensions-and-reward/medical-staff/doctors-and-dentists-in-training/terms-and-conditions-contracts](http://www.nhsemployers.org/pay-pensions-and-reward/medical-staff/doctors-and-dentists-in-training/terms-and-conditions-contracts)

## Any additional information

Our hospitals offer an extremely friendly learning environment which ensures that you are exposed to all aspects of Acute Medicine and Acute Surgery. Our rotas are designed to offer you a broad based learning experience. The fact that many medical students and junior doctors have returned to the hospital as part of their further training is a testament to the way we treat junior staff here.

## Foundation programme specific information

### Induction/shadowing arrangements

F1 trainees join the Trust for a week of induction and shadowing prior to joining the wards on the first Wednesday in August, with a social event on the weekend before starting.

We have a comprehensive Trust induction day for F2 trainees, before their Departmental Induction the following day.

### Educational and clinical supervision

Every Trainee has an education supervisor, who oversees their progression through their rotation and a clinical supervisor in each attachment. Every trainee is formerly assessed through the Faculty Meetings that occur three times a year with formal or informal feedback as appropriate.

### Teaching programme

As a Trust we look after 56 F1 and 54 F2 Trainees from South Thames Foundation School. We have established Foundation Teaching programmes as we were one of the pilot Trusts for both F1s and F2s.

The Foundation Year 1 programme in Maidstone is directed by Dr Bet Mishra, with Dr Amit Saha looking after the F2 programme.

The Foundation Year 1 programme in Tunbridge Wells is directed by Dr Paul Reynolds, with Dr Masud Haq looking after the F2 programme.

We are a friendly DGH offering a variety of posts, these include:- General Surgery, Trauma & Orthopaedics, Anaesthetics, Emergency Medicine, Paediatrics, GP, Psychiatry, Haematology, Cardiology, Respiratory Medicine, Gastroenterology, Diabetes & Endocrinology, Stroke Medicine, Acute Medicine, Geriatric Medicine and Orthogeriatrics.

The following specialties are based at the Tunbridge Wells Hospital in Pembury, and therefore if you chose a programme that includes one of these you will be based on the Tunbridge Wells site for the duration of that rotation.

General Surgery, Trauma & Orthopaedics, Paediatrics and Orthogeriatrics.

Trainees completing a Psychiatry placement will be working at a Kent and Medway Partnership Trust site. A free shuttle bus services operates for staff to travel between sites.

There is protected teaching for F1s at lunchtime on Tuesdays and Thursdays, and for F2 trainees, protected teaching occurs on Thursday afternoons.

Other teaching opportunities are available in each of the departments and a list of these activities will be available on the intranet. In addition to this, Medical Grand Round occurs weekly on Monday lunchtime and Clinical Governance sessions are arranged for each month.

### Tasters

We offer a number of Taster Week timetables in various specialties throughout the Trust.

### Simulation

Simulation has a high profile within the Trust and has had a significant investment. There is a dedicated Simulation Faculty responsible for running compulsory training sessions for all foundation trainees.

We have received excellent feedback from current trainees and the training has proven to be very popular. There are clinical skills labs and a dedicated Simulation training room.

### Foundation Doctor Forums

There are regular Trainee Voice events for junior doctors to raise any issues or concerns in an informal setting. These often include the Chief Executive or other directors and members of the Medical Education Team.



### Any additional information

Maidstone & Tunbridge Wells Trust is a great place to work and learn. The Trust believes in giving 100% to our Trainees, because these are our future Consultants.

Our aim is to inspire excellence in Medical Education across the Trust and this is at the heart of all we do.

We pride ourselves on helping our trainees throughout their time with us. Whether you require support with ePortfolio, Study Leave, Simulation training, admin etc. we are here to assist in any way we can.

We have several award ceremonies over the year including; an Innovation prize and an Art prize.

What our Trainees say:

"The education centre have state of the art facilities & an enthusiastic and knowledgeable team that is standing by to support you in whatever way they can"

"Good level of independence and support in making clinical decisions. Very friendly working atmosphere and a fun place to start the F1 year!"

# Maidstone and Tunbridge Wells NHS Trust

## Tunbridge Wells Hospital at Pembury

Tonbridge Road, Pembury, Tunbridge Wells,  
Kent TN2 4QJ

### Switchboard:

01892 823535

### Trust websites:

[www.mtw.nhs.uk](http://www.mtw.nhs.uk)

[www.me.mtw.nhs.uk](http://www.me.mtw.nhs.uk)

### Trust foundation website

[www.me.mtw.nhs.uk/programmes/foundation](http://www.me.mtw.nhs.uk/programmes/foundation)

## Key personnel

### Director of Medical Education

Dr Garth Sommerville

### Clinical Tutor

Dr Paul Reynolds

### Foundation Training Programme

#### Director(s)

Dr Paul Reynolds

Dr Masud Haq

### Careers Tutor

Dr Laura Halpin

### Strategic Medical Education Manager

Mrs Chris White

### Medical Staffing Manager

Andrea Stephens

### Deputy Medical Education Manager

Cherry Taylor

### Foundation Programme Manager

Anita Mann

### Foundation Programme Administrator

Alice Clarke



## Facilities

### Education Centre

The Education & Training Centre is the hub of the hospital as far as the Trainees are concerned and we pride ourselves in the way we look after our Trainees. Our Centre provides quality space and equipment for teaching, simulation training and meetings and friendly staff are active in sending teaching reminders and monitoring ePortfolio progress.

### Accommodation

Accommodation just 1 mile from the Tunbridge Wells Hospital is available for all our F1 doctors. Communal living creates a great atmosphere among fellow F1s who often make friends for life.

### Social activities

Outside of work there is a vibrant social life including 'Pay Day' themed outings and other regular mess nights organised by F1s. Trainees also organise the Winter and Summer Ball and annual cricket match against the Consultants.

### Doctors' mess

The Junior Doctors Mess has two FY1 presidents and they delegate the important functions to their colleagues (including activities listed above).

### Library facilities

There is 24/7 access to the Library, situated in the Education & Training Centre providing access to traditional (textbooks, journals, search skills training)





and internet-based resources (e-journals, e-books, Up To Date, Netvibes, Clinical Key and Anatomy TV).

Free use of online revision packages including 'OnExamination'.

Trainees are actively involved in all decision making on resources. Friendly staff provide tailored Knowledge Services and are highly responsive to trainee needs.

### IT facilities

Modern IT facilities throughout the Hospital and 24/7 Wi-Fi access available throughout the Hospital.

### Other facilities (recreational or otherwise)

State of the art Simulation facilities – Sim man 3G, 2 Paediatric sims (child and baby) and a 'Sim Mum', Clinical skills rooms and Wet Lab for use in training.

Medical Humanities: We are the hosts for the annual Medical Humanities Seminar. Trainees can attend monthly Book Club on the Tunbridge Wells site and a Film Club in the spacious auditorium within the Maidstone Academic Centre.

There is a Laparoscopic training Centre located within the Maidstone Academic Centre.

### Local amenities/attractions

Royal Tunbridge Wells (an old Royal Spa town) is renowned for its superb range of high street and boutique shops, restaurants, cafes, pubs and bars. Three theatres mean access to regular plays, dance and comedy performances. There is easy access to the gym, cinema, bowling and many retail outlets at Knights Park Leisure Complex. Tesco supermarket



is only 10 minutes' walk away and there is a Costa Coffee and W H Smiths located within the hospital.

The hospital is situated in an Area of Outstanding Natural Beauty with plenty of opportunities to walk, boat and bike ride including Bewl Water Lake, The Hop farm and a number of vineyards, castles, gardens and stately homes.

### Transport links

The Tunbridge Wells Hospital (TWH) is situated in Kent, three miles from the centre of Royal Tunbridge Wells with regular buses running to and from the town centre. Direct trains run from Tunbridge Wells to London Charing Cross and London Bridge in under an hour. You can also catch the bus directly to Brighton in 1hr 30min. It is 15 minutes from the M25. With excellent transport links, Tunbridge Wells lies within easy reach of the South Coast, Gatwick Airport and the Channel Tunnel.

### Parking arrangements

Parking permits are available for on-site parking.

### Accolades/achievements of the trust

National Quality Accreditation awarded to MTW, following an assessment by a team of external senior healthcare professionals, Maidstone and Tunbridge Wells NHS Trust's Cancer and Haematology Directorate, based at Kent Oncology Centre at Maidstone Hospital, has been accredited by CHKS.

Maidstone & Tunbridge Wells NHS Trust hosts the Kent Oncology Centre providing specialist cancer services to around 2 million people across Kent and



East Sussex, the fourth largest oncology service in the country. The Trust offers PET CT services in a new, dedicated building.

Local people have given Maidstone and Tunbridge Wells hospitals their seal of approval after assessing how the environment supports patient's privacy and dignity, checking the quality of patient food, cleanliness of wards, and general building maintenance. Every year, annual Patient-Led Assessments of the Care Environment (PLACE) inspections take place at every hospital in the country. This year, both hospitals have seen great results exceeding the national average scores in all but one category.

Tunbridge Wells Hospital is a Private Finance Initiative (PFI) hospital, providing mainly single bedded, en-suite accommodation for inpatients in a modern, state of the art environment. It is a designated Trauma Unit, undertakes the Trust's emergency surgery and is the main site for Women and Children and Orthopaedic services.

### Terms and conditions of employment

Junior doctors are employed under national terms and conditions. Full terms and conditions available at [www.nhsemployers.org/pay-pensions-and-reward/medical-staff/doctors-and-dentists-in-training/terms-and-conditions-contracts](http://www.nhsemployers.org/pay-pensions-and-reward/medical-staff/doctors-and-dentists-in-training/terms-and-conditions-contracts)

### Any additional information

Our hospitals offer an extremely friendly learning environment which ensures that you are exposed to all aspects of Acute Medicine and Acute Surgery.



Our rotas are designed to offer you a broad based learning experience. The fact that many medical students and junior doctors have returned to the Hospital as part of their further training is a testament to the way we treat junior staff here.

## Foundation programme specific information

### Induction/shadowing arrangements

F1 trainees join the Trust for a comprehensive week of induction and shadowing prior to joining the wards on the first Wednesday in August, with a social event on the weekend before starting.

We have a comprehensive Trust induction day for F2 trainees, before their Departmental Induction the following day.

### Educational and clinical supervision

Every trainee has an Educational Supervisor, who oversees their progress through their rotation and a Clinical Supervisor in each attachment. Every trainee is formally assessed through the Faculty Meetings that occur three times a year with formal or informal feedback as appropriate.

### Teaching programme

As a Trust we look after 56 F1 and 54 F2 Trainees from South Thames Foundation School. We have established Foundation Teaching programmes as we were one of the pilot Trusts for both F1s and F2s.

The Foundation Year 1 programme in Tunbridge Wells is directed by Dr Paul Reynolds, with Dr Masud Haq looking after the F2 programme. The Foundation Year 1 programme in Maidstone is directed by Dr

Bet Mishra, with Dr Amit Saha looking after the F2 programme.

We are a friendly DGH offering a variety of posts, many of which involve working on the Maidstone site. These include:- General Surgery, Trauma & Orthopaedics, Anaesthetics, Emergency Medicine, Paediatrics, GP, Psychiatry, Otolaryngology (ENT), Obstetrics & Gynaecology, Cardiology, Respiratory Medicine, Gastroenterology, Diabetes & Endocrinology, Stroke Medicine, Acute Medicine, Geriatric Medicine and Orthogeriatrics. Please see individual placement descriptors for full details.

A free shuttle bus services operates for staff to travel between sites.

There is protected teaching for F1s at lunchtime on Wednesdays and Surgical Grand Round Fridays, for F2 trainees, protected teaching occurs on Tuesday afternoons.

Other teaching opportunities are available in each of the departments and a list of these activities will be available on the intranet. In addition to this, Medical Grand Round occurs weekly on Thursday lunchtimes and Clinical Governance sessions are arranged for each month.

### Tasters

We offer a number of Taster Week timetables in various specialties throughout the Trust.

### Simulation

Simulation has a high profile within the Trust and has had significant investment. There is a dedicated Simulation Faculty responsible for running compulsory training sessions for all FY trainees.

We have received excellent feedback from current trainees and the training has proven to be very popular. There are Clinical Skills labs and a dedicated Simulation training room.

### Foundation Doctor Forums

There are regular Trainee Voice events for junior doctors to raise any issues or concerns in an informal setting. These often include the Chief Executive or other Directors and members of the Medical Education Team.



### Any additional information

Maidstone & Tunbridge Wells Trust is a great place to work and learn. The Trust believes in giving 100% to our Trainees, because these are our future Consultants.

Our aim is to inspire excellence in Medical Education across the Trust and this is at the heart of all we do.

We pride ourselves on helping our trainees throughout their time with us. Whether you require support with ePortfolio, Study Leave, Simulation training, admin etc. we are here to assist in any way we can.

We offer some two year Foundation programme based in Tunbridge Wells.

### What our Trainees say:

"The education centre have state of the art facilities & an enthusiastic and knowledgeable team that is standing by to support you in whatever way they can"

"Good level of independence and support in making clinical decisions. Very friendly working atmosphere and a fun place to start the F1 year!"



# Medway NHS Foundation Trust

## Medway Maritime Hospital

Windmill Road, Gillingham, Kent, ME7 5NY

### Switchboard:

01634 830000

### Website:

[www.medway.nhs.uk](http://www.medway.nhs.uk)

## Key personnel

### Director of Medical Education

Dr Janette Cansick, Consultant Paediatrician

### Deputy Director of Medical Education

Miss Ginny Bowbrick

## Foundation Training Programme Director(s)

Dr Rupinder Kaur (F1)

Dr Naser Ben-Ramadan (F2)

Consultant Paediatricians

## Foundation Training Programme Directors and FY1/2 Leads

### Careers Tutor(s)

Dr Bov Jani, Consultant Paediatrician

### Medical Education Manager

Ms Carol Atkins

[catkins@nhs.net](mailto:catkins@nhs.net)

### Medical Staffing Manager

Ms Olamide Ottun (Interim)

### Foundation Programme Administrator(s)

Sally Bambrough

[sally.bambrough@nhs.net](mailto:sally.bambrough@nhs.net)

Assistant: Lizzie Rickard

[E.rickard@nhs.net](mailto:E.rickard@nhs.net)



## Our Vision

As an organisation we have demonstrated that we can be better, now we must aspire to be the best. This means providing the highest quality of care for our patients, through highly skilled staff.

We need to always be challenging ourselves and asking whether we are the best we can be. If we aren't, then what is stopping us becoming the best and what can we do to make it an eventuality?

A key part of making our vision a reality will be through our values, making sure we think about them in everything we do.

## Our values

Our values are **B**old, **E**very person counts, **S**haring and open and **T**ogether. I'm sure you have noticed that these spell out BEST!

Our specialist staff throughout the organisation have embraced the values of caring, respecting, listening and learning with a commitment to displaying these to every patient under our care.

Medway NHS Foundation Trust is a single-site hospital based in Gillingham, Medway Maritime Hospital, which serves a population of more than 424,000 across Medway and Swale.

We provide clinical services to almost half a million patients a year, including more than 125,000 Emergency Department attendances, more than 88,000 admissions, more than 278,000 outpatients appointments and more than 5,000 babies born last year.





As an NHS Foundation Trust, we have a 24-strong Council of Governors and more than 10,000 public members. We employ around 4,400 staff, making us one of Medway's largest employers. In addition, close to 400 volunteers provide invaluable support across the League of Friends, Hospital Radio and the Voluntary Services Department.

The hospital is made up of two clinical divisions – Unplanned and Integrated Care and Planned Care – supported by corporate functions. Each clinical division has a dedicated leadership team comprising Chief Operating Officer, Deputy Medical Director and Deputy Director of Nursing. The Board of directors, led by Chair Stephen Clark and James Devine, Chief Executive.

We raised the profile of our focus on quality improvement at the end of 2012. The additional direction from the expert Keogh Review panel has been a welcome addition to identify further areas for improvement, share the work we already have underway and seek external support for some of the challenges the hospital faces. The actions and progress following the review are summarised in the Trust's Quality Improvement Plan available on our website; delivery of this is our top priority.

## Facilities

### Postgraduate Centre

The Postgraduate Centre and Library are located adjacent to the Hospital. The Medical Education Department is located in the Postgraduate Centre and the DME and Foundation Leads can be contacted there. You will be assured of a warm welcome and supportive staff.



HR is also located in the building.

### Accommodation

Accommodation is available at a competitive rate. The Accommodation Team can be contacted on 01634 830000 ext. 3961, will be happy to discuss accommodation and charges. There is a good supply of rental properties locally, should you wish to rent off site.

The Trust has signed up to the BMA Fatigue and Facilities Chart - there are designated on-call facilities as appropriate and 'Don't Drive Tired' rooms on site.

### Social activities

There is a very active social programme arranged by the Doctors' Mess.

### Doctors' mess

Hidden behind an unmarked door, opposite the chapel you will find the Doctors' mess. It has Sky TV, comfortable sofas and computers. There are lockers and a pool table and plenty of tea / coffee making facilities and toaster. The notice boards hold information on all important Mess nights out, including the Summer and Christmas Grand Balls. The role of Mess President is usually held by a Foundation trainee.

### Library facilities

The Library is housed within the Postgraduate Centre and is open from 08:30am to 6:00pm (staffed) and 6:00pm - 10:30pm (unstaffed), Monday to Thursday and 08:30am - 5:00pm (staffed) and 5:00pm - 10:30pm (unstaffed) on Fridays. The library is closed Saturday, Sunday and Bank/ Public Holidays. There is access to a wide range of educational resources,

with an extensive, multi-professional collection of books and journals to support your learning. The library also provides users with access to computers, Wi-Fi, printing, photocopying and scanning. Additional services include inter-library loans, literature searching and current awareness alerts.

### IT facilities

Computers with internet access are available across most of the Trust, including several workstations in the Library. The Centre is wireless enabled and laptops are available for use within this area.

### Other facilities (recreational or otherwise)

- The Medway NHS Foundation Trust, at Medway Maritime Hospital, is located in Gillingham, Kent, one of the towns on the banks of the River Medway known collectively as the Medway Towns. Medway Maritime Hospital is the largest and busiest in Kent, employs over 4,500 staff and serves an increasing population of over 600,000 in the Medway and Swale areas of the county
- Medway is characterised by a highly populated urban area around the River Medway estuary, to the north and west of which lie substantial rural areas. Medway is also part of the Thames Gateway, a national priority area for regeneration and growth. The Medway towns include several areas of high social deprivation – consequently, health needs are higher than in other parts of Kent.
- Medway Maritime Hospital was originally a Royal Naval Hospital, opened by King Edward VII in 1905. The hospital clock tower, a local landmark cost £100 and was built from funds left over from the plastering budget from the main hospital building.

### Local amenities/attractions

Many of our doctors commute from London and the M25 corridor, but there is a wealth of history in Rochester and the historic Chatham Dockyard

should you choose to live locally. Rochester is very popular for eating out and nearby Maidstone also has many clubs and bars for an exciting night out. The Medway towns are only 20 minutes by road from Bluewater, one of the largest shopping centres in the UK, which also houses bars, restaurants and a full Cineplex.

### Transport links

45 minutes by train from Victoria and 50 minutes on a fast service from London Bridge and 35 minutes from St Pancras.

20 minutes from Ebbsfleet International and fast links to the Continent.

Easy access to A2, M2, M25 and M20.

### Parking arrangements

Parking permit applications will be included in your starter pack from HR Recruitment Services and payment will be deducted from your monthly salary.

### Accolades/achievements of the trust

Medway NHS Foundation Trust takes pride in its reputation as a hardworking and friendly environment to train and work in. It was one of the first Trusts in the country to achieve Practice Plus status for Improving Working Lives and has developed clear vision and values to ensure that it is the first choice for patients and staff.

The Foundation Faculty was recognised for its achievements working and supporting Trainees in Difficulty.

### Terms and conditions of employment

National Health Service Hospital Medical & Dental Staff and Doctors in Public Health Medicine and Community Health Service (England and Wales) Terms and Conditions of Service.

## Any additional information

The Trust offers a full range of acute hospital services, plus:

- Regional neonatal service and transport
- Sub-regional vascular surgery centre
- Sub-regional urology cancer centre
- Specialist spinal surgery service
- Specialist foetal medicine service
- Cardiac catheter suite
- Macmillan Cancer Care Unit

The Trust is working with neighbouring Darent Valley Hospital to provide enhanced services for the population of North Kent.

The Trust is committed to training and has links to local Higher Education Institutions. As an associated teaching hospital we welcome medical students from King's College London Medical School. You will have the opportunity to participate in their teaching if they are allocated to your team or if you wish to be involved in the undergraduate teaching programme. The Trust is associated with Kent and Medway Medical School (KMMS) and will be accepting medical students in years 3, 4 & 5 in the future. There will be many leadership opportunities for foundation doctors to mentor and teach these local students.

## Foundation programme specific information

### Induction/shadowing arrangements

Shadowing will be undertaken, as part of your FY1 induction week, at the end of July.

### Educational and clinical supervision

The name of your Educational and Clinical Supervisors for the entire programme will be confirmed at induction. All Educational Supervisors have been trained for the role.

## Teaching programme

In addition to departmental teaching, foundation trainees receive weekly bleep-free teaching on Tuesday afternoons for FY1s and Thursday afternoons for FY2s. There are many excellent learning opportunities in specialties. You are actively encouraged to make the most of the opportunities available. You will also receive ILS training in FY1 and will be required to undertake ALS in FY2.

### Tasters

A maximum of 5 days may be taken for a taster either in the final 4 months of your F1 year or early within the foundation doctors F2 year. These should be arranged locally by you at a time convenient to the specialty you are working in and the proposed Taster specialty. A Taster Application form must be completed and submitted to the Medical Education team for approval in the first instance.

Details of the contacts in each specialty are available from the Foundation Administrator and Medical Education Manager.

### Simulation

We have a dedicated Simulation Suite which consists of an operating theatre, console room, debrief room, communication skills room and human factors skills room. All foundation trainees are required to attend a Simulation Training day.

### Foundation doctor forums

You will be asked to choose a F1 and F2 Representative to support the Local Faculty Group and represent your views at these meetings. They will canvas your opinions by holding a forum three times a year, sometimes electronically, before the Local Faculty Group Meetings in November, March and June.

## Any additional information

The Medical Education Department is located on the ground floor of the Postgraduate Centre and the DME and Foundation Leads can be contacted there.

# Royal Surrey NHS Foundation Trust

## Royal Surrey NHS Foundation Trust

Egerton Road, Guildford, GU2 7XX

Trust switchboard:

01483 571122 x4379/6390

### Trust website:

[www.royalsurrey.nhs.uk](http://www.royalsurrey.nhs.uk)

### Trust foundation website

[www.royalsurrey.nhs.uk](http://www.royalsurrey.nhs.uk)

## Key personnel

### Director of Medical Education

Dr Jane Tilley

### Medical Director

Dr Marianne Illsley

### Foundation Training Programme

#### Director(s)

Miss Julie Kohls (F1)

Dr Katherine Webber (F2)

### Careers Tutor

Dr Katherine Webber

### Medical Education Manager

Mrs Tracey Cookman

### Medical Staffing Manager

Ms Kerry Steele

### Foundation Programme Manager

Mrs Chantel Brandon



## Facilities

### Postgraduate Centre

Our purpose built Education Centre is on site and houses a library with 24 hour access as well as a state of the art simulation suite for clinical and communication skills teaching. We are recognised as a centre of excellence for simulation by HEKSS.

### Accommodation

Onsite flats with laundry room available. Please refer to [www.a2dominion.co.uk](http://www.a2dominion.co.uk) for up to date info and prices.

Local accommodation may also be found in [www.gumtree.com](http://www.gumtree.com).

### Social activities

The Mess organise monthly pay day socials with extra things for Halloween, Christmas and summer. There is also a social club onsite.

### Doctors' mess

We have an active doctors' mess which is run by the F1 doctors. The current mess hold regular activities including our fabulous Summer Ball.

### Library facilities

- 24 hour access to the library and PCs.
- WIFI
- Helpful library staff available to assist Monday – Friday 9am to 5pm.



- Seminar room available to book for group study / journal clubs.
- Access to full text electronic journals via Athens, Up-To-Date, plus a range of print journals.
- Good range of core textbooks available for loan.
- Fast and efficient inter-library loan service for items not held by the library.
- Looking for the latest evidence and information? Use our literature searching service and let us find it for you.
- Want to update and improve your searching skills? The library team provides full training in the effective use of medical databases and e-journals.

Located within the Education Centre.

Visit: [www.libraryroyalsurrey.nhs.uk](http://www.libraryroyalsurrey.nhs.uk) for more information. Or email: [rsc-tr.library@nhs.net](mailto:rsc-tr.library@nhs.net)

### IT facilities

9 networked PCs in the Learning Resource Centre plus a further 8 with external broadband access.

### Other facilities (recreational or otherwise)

The Surrey Sports Park is located opposite to the hospital. [www.surreysportspark.co.uk](http://www.surreysportspark.co.uk)

### Local amenities/attractions

#### Living in Guildford and Surrey

Guildford and the surrounding area is a great place to live. It is a busy city, and only 35 minutes from London Waterloo by train. Guildford has all the amenities that you could need – great shopping, outstanding schools, extensive sports and leisure facilities, good restaurants, multi-screen cinema in the town centre and access to beautiful countryside. The local Surrey Sports Park offers a discount gym membership for NHS staff. Around Guildford you will find some of the most attractive villages in the South East, providing an alternative to the city life.

More information about living in Surrey can be found on Surrey County Council's website.



### Transport links

The Royal Surrey is only 10 minutes by bus from Guildford train station and a 30 minute walk.

There are regular trains to London Waterloo (approx. 30 mins). Gatwick and Heathrow within the hour.

### Parking arrangements

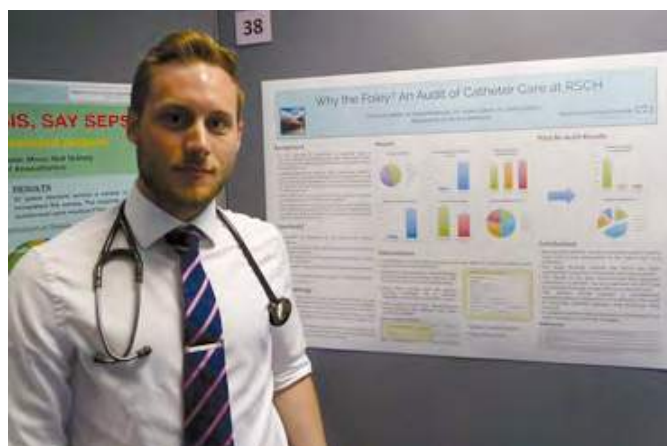
On-site parking permits can be applied for.

### Accolades/achievements of the trust

The Royal Surrey County Hospital is a leading General Hospital and specialist tertiary centre for cancer, oral and maxillo-facial surgery and pathology. The hospital serves a population of 320,000 for emergency and general hospital services and is the lead specialist centre for cancer patients in Surrey, West Sussex and Hampshire, serving a population of 1.2 million.

Our annual income is £350 million and we have 527 beds and 14 operating theatres. We employ approximately 4,500 staff, making us the second largest employer in Guildford. We have very close links with the University of Surrey and have an extensive education, training and research portfolio.

The Trust has a very strong reputation for minimally invasive surgery and laparoscopic surgery is used widely across the surgical specialties. The Trust is a national leader in surgical training and laparoscopic surgery and MATTU (Minimal Access Therapy Training Unit) is one of the most advanced training centres for this type of surgery. It has also been designated as a national training centre for laparoscopic colorectal surgery.



## Terms and conditions of employment

The post is subject to the Terms and Conditions of Service of Hospital Medical and Dental staff as modified from time to time. Current copies of these Terms and Conditions may be seen in the HR Office.

All staff appointments are made subject to the receipt of satisfactory references and all initial appointments to the national health service are made subject to satisfactory medical and police clearance being produced. A medical examination may be necessary on initial appointment and periodically thereafter.

The Trust has recently awarded two hours a week SPA time to all junior doctors. Paid SPA time is additional to the rota to complete statutory and mandatory training, portfolio, audit, research, etc.

## Any additional information

The Royal Surrey NHS Foundation Trust is a district general hospital with a few differences. It has a tertiary referral cancer centre (St. Lukes) providing care for patients from a large catchment area. Many surgical firms also offer complex surgery to patients from a wide area. There is an efficient, well run A&E department with separate medical and surgical assessment units.

There are strong links with University of Surrey supporting academic excellence.

## Foundation programme specific information

### Induction/shadowing arrangements

We organise a Professional Practice Week/Induction for F1 doctors which includes ILS. All F2 doctors

are invited to meet the Foundation Programme Director prior to their start date. We also have a social induction which includes a BBQ and an F1 mess night.

## Educational and clinical supervision

The Education Supervisor who is also your Clinical Supervisor for your first attachment who will have responsibility for your education throughout the year. They will agree your personal development plan, discuss career progression and make recommendations to the Faculty with regard to sign off. In addition you will also be supported by a Clinical Supervisor as you rotate through your attachments who will be responsible for your teaching and supervision whilst you are on their firm.

## Teaching programme

We currently have 34 F1 posts rotating through medical, surgical and psychiatry specialties. There are also 33 F2 posts. We have been able to accommodate changes to these rotations with internal swaps where educationally appropriate.

Foundation Teaching takes place for an hour every week, with separate F1 and F2 sessions. Our programme covers a wide range of clinical and professional competencies, as well as including Lessons Learnt; an opportunity to discuss cases and share insights and knowledge.

There are also weekly medical journal club breakfast meetings which our Foundation doctors are invited to attend if appropriate. We organise surgical teaching for those with an interest in applying for surgical training. There are formal weekly medical student teaching sessions that Foundation doctors can get involved in. We organise six annual Educational Half Days with a Medical Director's Hour which gives doctors the opportunity to meet and learn in their teams.

## F1 Doctors

The F1 rota is EWTD compliant. F1s working in Surgery and Medicine are ward based and do weekends on call. F1s in EAU do shifts including twilights and nights covering both medicine and surgery as well as working out of EAU and having community experience.

"The Royal Surrey is a lovely place to work. Everybody's really friendly and genuinely approachable. As an F1 you get a lot of good on-call experience. Nights and weekends are scary at first, but you learn a lot." Louise Cripps, F1 doctor at Royal Surrey NHS Foundation Trust.

In the F1 programme we adopt a variety of learning approaches. These include ward based clinical teaching, exposure to outpatients and theatres, group learning, private study, simulation, reflective practice, audit projects as well as regular weekly teaching. Doctors are encouraged to join the Doctors Council focussing on QI Projects, medical students and teaching. All the F1s have individual meetings with the F1 Foundation Programme Director to discuss interests and career plans.

## F2 Doctors

Study leave entitlement is 10 days. F2 doctors are encouraged to use this time to complete ALS and then to focus on career choice and developing their portfolios. The Royal Surrey run a number of excellent programmes including Practical Procedures, IMPACT, CCrISP and ATLS which F2s are welcome to participate in. All F2 doctors meet with the F2 Foundation Programme Director 2-3 times a year.

## Tasters

All F1 doctors will have the option to take a taster week towards the end of their year. Study leave will be deducted from their F2 allowance.

F2 doctors can apply for tasters during their F2 year.

## Simulation

Here at the Royal Surrey Medical Education Centre we have grown and developed MediSim, a purpose built facility for the delivery of full immersion simulation described as an HEKSS centre of excellence. As a Foundation doctor, access to simulation takes place on a regular basis throughout the year.

For F1 trainees 2 three hour sessions are available through the year, giving a total of 6 hours of individual involvement in simulation covering varied appropriately developed scenarios.



F2s attend 2 four hour sessions which have increased level of complexity. All the scenarios have been developed and mapped to the curriculum and look at many aspects of practice encountered in the first 2 years of training. These simulation sessions are aimed at assisting the on-going development of the trainee doctor at all levels, from communication and practical skills to management, prioritisation and leadership.

For F2 doctors there is also the opportunity to be involved in the Faculty for the creation, implementation and delivery of simulation scenarios for F1 doctors and medical students. After each session we evaluate delivery and collate feedback from participants. This informs the simulation team which areas need revision and result in effective pattern of delivery.

All F1 and F2 doctors also have the chance to be involved in various multi-disciplinary simulation sessions that are also run on a number of occasions through the year and again involve many different areas of practice. Reflection and teaching session post simulation are very relaxed and aim to give 360° feedback, as well as practical advice.

"Really Supportive atmosphere. No pressure and good feedback." – F2

"Previous session was very useful and has impacted on practice last week." – F1

## Junior Leadership Programme

The Department of Medical Education has developed a Junior and Senior Leadership Programme, which all trainees are invited to attend and promotes close working relationships; innovative trainee led projects and improved interdisciplinary working.

## Foundation doctor forum

F1 and F2 trainee representatives are appointed at the beginning of the year. They represent Foundation doctors at the Foundation Local Faculty Group which takes place every 4 months, and the Junior Doctors' Forum which occurs every 2 months giving juniors access to share concerns at high level with the Medical Director and the Director of Medical Education attendance. A trainee representative workshop is held in autumn.

## Any additional information

The Foundation team is well established having worked together for more than five years. There are strong links with South Thames Foundation School and other local Trusts.

The Foundation Programme is run by an experienced and dynamic team.





# St George's University Hospitals NHS foundation Trust

## St George's Hospital

Blackshaw Road, Tooting, London SW17 0QT

### Trust switchboard:

020 8725 1000

### Trust website:

<https://www.stgeorges.nhs.uk/>

## Key personnel

### Associate Director of Medical Education

Sophie Vaughan

### Clinical Tutor

No information available

### Foundation Training Programme

#### Director(s)

Dr Charlotte Huddy (F1)

Dr Yael Gelfer (F2)

### Medical Education Manager

Joseph Pavett-Downer

### Medical Staffing Manager

Claire Low

### Foundation Programme Co-ordinator:

Andrea Lopes Cavalcanti



## Terms and conditions of employment

The post is subject to the Terms and Conditions of Service of Hospital Medical and Dental Staff as modified from time to time. Current copies of these Terms and Conditions may be seen in the Human Resources department.

All staff appointments are made subject to the receipt of satisfactory references and all initial appointments to the national health service are made subject to satisfactory medical and police clearance being produced. A medical examination may be necessary on initial appointment and periodically thereafter.

## Facilities

### Postgraduate Centre

Located on perimeter road.

### Accommodation

Accommodation is available.

### Social activities

There is an active Doctor's Mess that arranges social activities for all grades, including a Summer Ball.

### Doctors' mess

Our Doctors mess is located on 1st Floor Lanesborough Wing. There is a kitchen and Sky TV available here.

## Library facilities

The Library based in St George's University Medical School offers learning, teaching and research support to staff and students of St George's Hospital, University of London, the Faculty of Health, Social Care and Education and NHS staff in South West London. It has excellent facilities including computer facilities, electronic access to a number of databases and group and private study areas.

## IT facilities

There is 24-hour access to the Trust intranet as well as the internet available on site.

## Other facilities (recreational or otherwise)

There are acclaimed Simulation facilities that run regular courses for Foundation Doctors.

The Rob Lowe Sports Centre is open to Trust employees and there are squash and badminton courts available. Classes also run during the university term time.

Teaching Skills and Presentation Skills courses are available in the Medical School for those involved in teaching medical students. There is also the opportunity to be involved in examining medical students (eg OSCE).

The resuscitation department runs ALS, ILS, PALS and PILS courses. ATLS courses run via the Simulation Department.

There is a nursery on-site. There is also a variety of restaurants and coffee shops available on-site.

## Local amenities/attractions

Tooting offers a wide range of bars and restaurants. Clapham, Wimbledon and central London are within easy reach.

## Transport links

The hospital is within easy access to the underground, overground and several bus links.

## Parking arrangements

There is no staff parking available on the hospital grounds unless you are a permit holder. We do offer a park and ride facility.



## Any additional information

St George's Hospital is the major teaching hospital for south – west London. It is a regional referral centre for a wide array of specialities and provides excellent standard of care for patients who come from the local area, from the region and from further afield. It has a close association with St. George's University of London Medical School and is the central point of postgraduate medical education for many trainees. St. George's Hospital has more than 5,000 staff members. We admit more than 61,500 patients per year for treatment and almost 100,000 are seen in the Emergency department.

Clinical Skills – Initial learning and maintaining competence in clinical skills have always been fundamental requirements for doctors in training and other medical staff. Now with mandatory revalidation, clinical skills training and competency are taking on a higher priority. St George's has earned a sound reputation as a centre of excellence meeting all these needs. The programme of courses is both comprehensive and balanced with a long track record of success. St George's clinical skills courses have fully equipped training rooms with all necessary support aids, course specific literature, support staff and specialist training consultants.

## Foundation programme specific information

### Induction/shadowing arrangements

There is a 5 day induction / shadowing period for FY1 doctors. Further shadowing can be arranged by contacting Andrea Lopes Cavalcanti in the Training and Development department. Longer periods are available for doctors who trained overseas.

## Educational and clinical supervision

Every Foundation Doctor is allocated an Educational Supervisor for the year. In each attachment, trainees are also allocated a Clinical Supervisor. The Foundation Trainees are also supported by Training Program Directors and the Director of Medical Education, as well as the postgraduate centre staff.

## Teaching programme

Foundation Programme posts at St. George's reflect the wide variety of clinical experience to be found in the hospital and its associated general practices and institutions. The rotations are all three four month jobs and have been designed to give an interesting variety of acute clinical experience. In some, there is an opportunity to work in one of the less common areas of medical practice and some trainees find that they are inspired to make a career choice based on their first hand understanding of what it is like to work in areas such as Paediatrics, Ophthalmology, Palliative Care medicine, Audiological medicine, Psychiatry and Genito-urinary medicine. F2 posts all include four months of A&E.

Both F1 and F2 trainees have the opportunity to attend the enormous variety of lectures, seminars and departmental meetings in the hospital and medical school as well as weekly Grand Rounds. Career workshops are offered to both years, as well as optional workshops in Leadership Skills and Presentation Skills.

The 42 F1 trainees are offered simulation courses as well as protected teaching sessions that take place every Tuesday. There is a full day teaching session in alternate months.

At F2 levels trainees are offered ALS, Simulation and ATLS courses, as well as protected teaching. Career workshops are also held to guide trainees when applying for ST posts.

## Tasters

Taster weeks are widely available and encouraged during the F2 year and during the final rotation in the FY1 year.

## Simulation

All trainees attend simulation training days.

## Foundation doctor forums

Foundation Doctors are represented at the Foundation Faculty meetings by 1-2 representatives from each year.

## Any additional information

Every year we have an audit competition for our Foundation doctors. As well as the prize, this provides an opportunity for the doctors to present their work and field questions from their peers and the judging panel.

The FY1 doctors are also encouraged to present at their peer teaching afternoon on topics that are useful and relevant to FY1 doctors. This opportunity can also be used to complete the Developing the Clinical Teacher assessment in the ePortfolio.

# Surrey and Sussex Healthcare NHS Trust

## East Surrey Hospital, Redhill

Canada Avenue, Redhill, Surrey, RH1 5RH

### Trust switchboard:

01737 768511

### Trust website:

[www.surreyandsussex.nhs.uk](http://www.surreyandsussex.nhs.uk)

### Trust Foundation website:

<http://sasheducationcampus.net>

## Key personnel

### Director of Education

Dr Sarah Rafferty

### Foundation Training Programme

#### Director(s)

Dr Kofi Nimako (FY2 FTPD)

Dr Sunil Zachariah (FY1 FTPD)

### Careers Tutor(s)

Dr Simon Parrington

### Medical Education Manager

Tina Suttle-Smith

### Medical Resourcing and Workforce Manager

Ms Louise Wilson

### Foundation Programme Administrator(s)

Sharon Midmer

[foundation.sash@nhs.net](mailto:foundation.sash@nhs.net)



## Facilities

### Postgraduate Centre

The postgraduate centre offers a large atrium where trainees are encouraged to meet with colleagues. There is a large lecture theatre and 6 training rooms. There are also excellent medical and dental simulation suites.

### Accommodation

Our accommodation is managed by an external company – A2 Dominion.

Tel No. 01737 766516

e-mail [redhill.office@a2dominion.co.uk](mailto:redhill.office@a2dominion.co.uk)

### Social activities

Active social activities are arranged by the junior doctors which include cricket, football social gatherings etc.

### Doctors' mess

The Doctors mess onsite offers a relaxing lounge area, with a large TV. The kitchen facilities are large and there are toilets, showers and lockers available. Foundation trainee reps, work alongside other trainee reps to put forward business cases for improvements.

### Library facilities

The main library is at East Surrey Hospital with a smaller branch library at Crawley. The Library services provides access to a wide range of print and online databases resources, including e-books, e-journals, Up-to-date, Antomy TV and Clinical





Key, to access most of the online resources you will need to have an Open Athens password. The library service provides access to One Examination revision resources; contact the library to get an access code. To find out more about the resources available and how to get register for your Open Athens password come to the library or go to [www.surreyandsussexlibraryservices.nhs.uk](http://www.surreyandsussexlibraryservices.nhs.uk)

At East Surrey Library there are 19 PCs with Internet access and black and white, and colour printers. The librarians will provide training, support or carry out literature searches to find the evidence in support of your studies, journal club presentations or patient care. Membership to the Library is via completion of a membership form.

Staffed opening hours of the Library are 9-5pm (Mondays, Thursdays and Fridays) and 9-7pm (Tuesdays and Wednesdays). The Library is accessible 24 hours a day following completion of an out of hours form and payment of £10.00 deposit.

Remember if you can't find the information or book you are looking for just ask one of the library team for help.

### IT facilities

The Trust continues to update and improve the IT training facilities.

### Other facilities (recreational or otherwise)

The Trust provides dedicated staff showers for cyclists, including lockers and lockable bike rack



### Local amenities/attractions

East Surrey Hospital is situated 2 miles south of Redhill Town Centre. The towns of Redhill and Reigate have excellent shopping, entertainments and sports facilities. Local areas of interest include the North Downs for walking and biking, flying at Redhill Aerodrome, horse racing at nearby Lingfield Park all weather courses, theatres and cinemas in Redhill, Reigate and Crawley.

### Transport links

The hospital is situated within a 10 minute walk of Earlswood station and a 15 minute bus journey from Redhill station. Both stations offer fast and frequent journeys into London and out to Gatwick Airport and Brighton.

### Parking arrangements

The staff car park has recently been improved to include more spaces, and dedicated clinician parking for after midday to cater for those working across sites.

### Accolades/achievements of the trust

Our vision: Safe, High Quality Healthcare which puts our Community First'

Our values: Dignity & Respect: we value each person as an individual and will challenge disrespectful and inappropriate behaviour

One Team: we work together and have a 'can do' approach to all that we do recognising that we all add value with equal worth

Compassion: we respond with humanity and kindness and search for things we can do, however small; we do not wait to be asked, because we care

Safety & Quality: we take responsibility for our actions, decisions and behaviours in delivering safe, high quality care

### Terms and conditions of employment

Terms and conditions of employment can be found at <https://www.nhsemployers.org/tchandbook>

### Any additional information

The Trust have achieved university status associated with Brighton and Sussex University Hospital NHS Trust.

## Foundation programme specific information

### Induction/shadowing arrangements

The Foundation programme consists of 30 F1 and 30 F2 individual programmes. Each individual programme is made of 3 four month placements in specialties, offering a wide range of training experiences and opportunities including community placements.

All F1 trainees are invited to attend the mandatory 1 week induction programme incorporated with shadowing as per DoH and GMC guideline.

All foundation year 2 trainees are invited to attend the core induction programme including e-learning.

### Educational and clinical supervision

All Foundation trainees are assigned a dedicated Educational and Clinical Supervisor.

### Teaching programme

The FY1 programme consists of weekly curriculum mapped teaching.

The FY2 programme consists of curriculum based teaching- two half days per month on a Tuesday or Thursday All teaching is bleep free.



### Tasters

All trainees are encouraged to arrange a taster during their first F2 rotation so that they have completed it in advance of the recruitment process. It is also possible for trainees to “borrow” up to 5 days of their F2 study leave in order for them to complete a taster during the final four-months of their F1 year.

### Simulation

All Foundation trainees attend a mandatory full day of simulation training, and there are many more opportunities to be involved in Simulation training.

### Foundation doctor forums

There is a 6 weekly junior doctors forum which is chaired by the Chief Executive. This is an informal meeting with Pizza's, where junior doctors can discuss anything they wish directly with the CEO and a panel consisting of the Executive Team and Senior Management.

### Medical Students

There are opportunities to be involved in the teaching programme for Med Students

### Any additional information

Our major site is East Surrey hospital and we also provide a range of services at Crawley, Dorking, Caterham Dene and Horsham hospitals.

# Western Sussex Hospitals NHS Foundation Trust

## St Richard's Hospital

Spitalfield Lane, Chichester,  
West Sussex, PO19 2SE

### Trust switchboard:

01243 788122

### Trust website:

[www.westernsussexhospitals.nhs.uk](http://www.westernsussexhospitals.nhs.uk)

## Key personnel

### Director of Medical Education

Mr David Beattie

### Clinical Tutor

Miss Alison Crocker

### Foundation Training

#### Programme Director(s)

Miss Angela Skull

Mr Olubunmi Odofin

### Careers Tutor(s)

Specialist Faculty Leads

### Medical Education Manager

Mrs Bebb Smithers

Mrs Sam Vaughan

### Medical Staffing Manager

Mrs Danielle Carter

Mrs Mandy Atkinson

### Foundation Manager

Mrs Tracy Edwards

### Senior Education Fellow

Ms Lucy Roberts

### Faculty Administrator

Miss Gill Morgan



## Facilities

### Postgraduate Centre

The Chichester Medical Education Centre (CMEC) is a purpose built centre located within the hospital grounds and is supported by an experienced and friendly team of postgraduate staff. All rooms are equipped with the latest audio-visual equipment including computer and internet access. All foundation teaching takes place within the centre on a weekly basis.

CMEC has an extensive range of seminar and lecture rooms, including fully equipped simulation facilities. All senior Medical Education staff can be contacted through CMEC. The centre is frequented by medical staff both from within the hospital and from the community.

### Accommodation

Limited accommodation is available on a first come, first served basis. Rent for accommodation starts at £459 per month for a single room (rents are reviewed annually in April).

### Social activities

Social activities are organised via the Doctors' Mess by the Mess President. Events include barbeques, the Annual Doctors Ball and many other social events throughout the year.

## Doctors' mess

St Richard's has a very active Doctors' Mess which is the social hub of the hospital. The Mess has its own building on site with sofas, sky, pool table, fully equipped kitchen.

A monthly subscription fee gives the junior doctors access to food and newspapers which are delivered to the Mess on a weekly basis.

The Mess also facilitates a number of charity events throughout the year.

## Library facilities

St Richard's hospital has a well-stocked library, with a selection of e-resources and a fast, efficient document delivery service.

The library staff are friendly and approachable and on hand to undertake literature searches, upon request. The staff are available to provide training on searches for evidence based information.

The library is available until 10pm every day, via swipe access.

## IT facilities

A 9-station IT training room is available for use by junior doctors and medical students on the first floor of CMEC. The IT suite is available until 10pm every day, via swipe access.

There are additional IT stations situated on the ground floor of CMEC, available to all staff.

## Other facilities (recreational or otherwise)

'Doctors Orders', a takeaway service, is situated within CMEC and provides a wide range of sandwiches, hot meals and drinks for all who attend the centre.

Co-Operative childcare is based at St Richards, and offers day care for children aged 3 months to 5 years. The nursery has a super outdoor space, baby rooms, toddler, and preschool rooms.

Food is cooked onsite and nappies, snacks etc. are all included in the fees. The Co-Operative have an 'OUTSTANDING' rating from Ofsted.



## Local amenities/attractions

St Richard's hospital is within walking distance of the city centre where you will find a variety of independent and big chain stores.

Chichester Festival Theatre is located a few hundred metres from the hospital and shows a variety of productions all year round.

Goodwood and Fontwell racecourses are within easy reach and for those interested in motorsport the Goodwood Festival of Speed is a must.

Just outside the city centre you will find leisure facilities such as a gym, a cinema, and a bowling complex. Chichester has many restaurants, pubs and local cafes for you to enjoy.

Chichester Harbour is short distance from the city and is the perfect place to enjoy a picnic and a bit of sailing!

## Transport links

St Richard's hospital is located within close proximity of Chichester train station which has direct routes to



London, Portsmouth, Southampton and Brighton. There are frequent trains to most south coast destinations, including Arundel and its historic castle!

There are also frequent bus services to and from the hospital.

The Trust has a Green Travel Plan, which enables staff to travel between sites using a free mini-bus service. Further details can be found on staffnet which can be accessed upon commencement of employment.

### Parking arrangements

Parking arrangements are made via the parking office at the hospital. Subject to availability doctors are able to purchase annual hospital parking permits (payable monthly from your salary).

All other hospital parking is pay and display.

### Accolades/achievements of the trust

On 1st July 2013 Western Sussex Hospitals Foundation NHS Trust became a Foundation Trust, only the second trust (since April 2012) to be approved under Monitor's new powers to promote and protect the interests of patients.

Western Sussex Hospitals Foundation NHS Trust has been named as a CHKS 40Top Hospital every year since the Trust was formed in 2009.

On the 19th April 2016 Western Sussex was inspected and rated outstanding by the CQC, and we are very proud to have maintained our outstanding status at our 2019 CQC inspection.

Western Sussex is now one of only three acute trusts in the country to be awarded the CQC's highest rating.

Inspectors rated the overall standards of care patients receive as Outstanding.

Western Sussex Hospitals Foundation NHS Trust's Clinical Skills Laboratory facilities rival some of the best training environments in the NHS.

### Terms and conditions of employment

The terms and conditions of service are as set out in the National Terms and conditions of Service



for Hospital Medical and Dental Staff as applied by the Trust which are available from the NHS Employers website: <https://www.bma.org.uk/collective-voice/influence/key-negotiations/terms-and-conditions/junior-doctor-contract-negotiations/agreed-new-contract-deal-for-junior-doctors-in-england>

### Any additional information

#### About Western Sussex Hospitals NHS Foundation Trust

Western Sussex Hospitals NHS Trust was established on 1 April, 2009, as the result of the merger between Royal West Sussex, and Worthing and Southlands Hospitals NHS Trusts.

On 1 July, 2013, we gained Foundation Trust status, becoming the first acute Trust in Sussex to achieve this milestone.

In April 2016, Western Sussex Hospitals received an "Outstanding" CQC report and remains one of only five acute hospital trusts in the country to have received the health watchdog's highest possible rating. The trust is also renowned for its leading approach to continuous improvement and staff empowerment, enabled by a long term strategic transformation programme called Patient First.

We operate from three major sites: St Richard's Hospital in Chichester, Worthing Hospital, and Southlands Hospital in Shoreham. We serve a population of approximately 450,000 people, and in 2016/2017 our annual turnover was approximately £434.9m.

Both St Richard's and Worthing hospitals provide a full range of acute hospital care, including accident

and emergency services, acute medical care, maternity and children's services and a range of surgical specialties. Southlands Hospital provides outpatient and diagnostic services, and day case procedures. It is home to our new £7.5m Western Sussex Eye Care.

Our services are predominantly commissioned by the NHS Coastal West Sussex Clinical Commissioning Group, with whom we are committed to providing high quality integrated care across the local health economy.

We are also committed to working closely with our provider of community hospitals, Sussex Community NHS Trust, and the local provider of mental health services, Sussex Partnership NHS Foundation Trust. The Trust does not provide tertiary services and looks towards Brighton, Portsmouth and Southampton for these services.

### About St Richard's Hospital

St Richard's Hospital in Chichester has approximately 430 beds and provides a full range of general acute services including, maternity, outpatients, A&E and intensive care.

It also has a purpose-built NHS Treatment Centre on site which offers safe, fast, pre-booked day and short stay surgery and diagnostic procedures.

The area served by the hospital is around 400sq miles. This area consists of the coastal areas of Littlehampton, Bognor, Selsey and Chichester Harbour, together with the city of Chichester and the South Downs market towns of Midhurst, Billingshurst, Pulborough, Arundel and Petworth. The hospital also serves a significant number of patients from East Hampshire.

### About Southlands Hospital

Southlands Hospital in Shoreham-by-Sea is being developed as an important centre for hospital services that do not require an overnight stay.

The hospital is home to a new, state-of-the-art eye care centre and specialises in outpatient services, diagnostics, day surgery and other types of what is called 'ambulatory care'.



## Foundation programme specific information

### Induction/shadowing arrangements

Incoming F1s attend a five day induction programme which incorporates 2 full days of shadowing prior to the commencement of their F1 year.

All F2s attend a full day induction programme on their first day with the Trust. This includes a departmental induction within their initial specialty.

Please use the below link for access to the induction videos and handbooks that are on our website:

<https://pgme.info/resources/induction-videos>

### Educational and clinical supervision

Foundation Doctors are allocated an Educational Supervisor who will support them throughout their year with us. Any trainee on a linked two year programme will have the same Educational Supervisor throughout their whole time with us.

It is the Educational Supervisor's responsibility to support the trainee and their educational development during this time and provide feedback on the trainee's progress to the Medical Education Team.

Trainees are allocated a Clinical Supervisor for each placement they undertake who is responsible for their clinical skill development, provide day-to-day support to their trainee, and feedback on their trainee's clinical progress to the Medical Education Team.

### Teaching programme

All core mandatory teaching is bleep free and trainees must attend a minimum of 30hrs during the year. Trainees should also have a minimum of 30hrs non-core teaching throughout their rotations. All teaching is to be logged onto their portfolio.

Weekly teaching is video conferenced across site enabling trainees to attend either session. In addition to this, departmental teaching is also frequently delivered and will allow foundation doctors the opportunity to present cases.

### Tasters

Both F1s and F2s are encouraged to take Taster Days in specialties that are of interest to them and not covered within their two year foundation programme. These are arranged on an individual basis.

### Simulation

St Richard's has an extensive simulation department, located on the first floor of CMEC, with state of the art, high fidelity mannequins. Designed and equipped to provide a simulated clinical learning environment in order to deliver high quality education and training for healthcare professionals.

It also has a Clinical skills suite which provides all junior doctors with the opportunity to practice clinical skills, including venepuncture, cannulation, catheterisation, suturing and many more opportunities via well-equipped learning pods.

This superb facility ensures that the clinical training opportunities at St Richard's Hospital continue to develop and flourish.

All foundation trainees attend dedicated simulation sessions during their time at St Richard's. F1s have a full day simulation session and F2s must attend 6 hours of SIM during their F2 year. This is a mandatory requirement. All simulation sessions are certificated.

Please contact us via:

Email: [cmec.clinicalskills@wsht.nhs.uk](mailto:cmec.clinicalskills@wsht.nhs.uk)

### Foundation doctor forums

Foundation Doctor Reps are required to attend quarterly Local Faculty Group (LFG) meetings to feedback on the views of their peers to the Foundation Faculty.

Quarterly Trainee Forums are run across both sites. All trainees are welcome to attend these to voice their views and opinions on the hospital.

These are run as informal, confidential events for trainees, giving them the opportunity to feedback honestly and openly. Senior consultants may only attend with prior consent from the attending trainees.

Trainee reps also attend the LAB(Local Academic Board) meetings.

### Any additional information

Foundation Trainees are supported not only by the Foundation Team but also by two Senior Nurse Education Fellows (one at Chichester and one at Worthing). They hold 'Doctors in Mind' sessions once a month, where trainees can bring their concerns and good practice to the table. The Senior Nurse Education Fellows also visit wards on a regular basis to support the Health and Wellbeing of the Trainees. This service is unique to WSHT with the wellbeing of our trainees being a top priority.

# Western Sussex Hospitals NHS Foundation Trust

## Worthing and Southlands Hospitals

Lyndhurst Road, Worthing, West Sussex,  
BN11 2DH

### Trust switchboard:

01903 205111

### Trust website:

[www.westernsussexhospitals.nhs.uk](http://www.westernsussexhospitals.nhs.uk)

## Key personnel

### Director of Medical Education

Mr David Beattie

### Clinical Tutor

Dr Simon Murphy

### Foundation Training Programme

#### Director(s)

Dr Rajen Patel – F1 Lead

Miss Pauline Whitehouse – F2 Lead

### Careers Tutor(s)

Specialist Faculty Leads

### Medical Education Manager

Mrs Bebb Smithers

Mrs Sam Vaughan

### Medical Staffing Manager

Miss Melanie Clay

Mrs Danielle Carter

### Foundation Manager

Mrs Tracy Edwards

### Senior Nurse Education Fellow

Mrs Lisa Cosgrove

### Faculty Administrator

Miss Carol Sayers



## Facilities

### Postgraduate Centre

The Worthing Health Education Centre (WHEC) is a purpose built centre located on the lower ground floor of Worthing Hospital and is supported by an experienced and friendly team of postgraduate staff. All rooms are equipped with the latest audio-visual equipment including computer and internet access. All foundation teaching takes place within the centre on a weekly basis.

WHEC has an extensive range of seminar and lecture rooms, including fully equipped simulation facilities. All senior Medical Education staff can be contacted through WHEC. The centre is frequented by medical staff both from within the hospital and from the community.

### Accommodation

Limited accommodation is available on a first come, first served basis. Rent for accommodation starts at £424 per month (rents reviewed annually in April).

### Social activities

Social activities are organised via the Doctors' Mess by the Mess Presidents, such as the Annual Doctors Ball and many other social events throughout the year.





### Doctors' mess

The Doctors' Mess is located next to the WHEC and offers junior doctors a comfortable environment to relax during their breaks.

A monthly subscription fee gives the junior doctors access to food and newspapers which are delivered to the Mess on a weekly basis.

### Library facilities

Worthing hospital has a well-stocked library, with a selection of e-resources and fast, efficient document delivery service.

The library staff are friendly and approachable and on hand to undertake literature searches, upon request. The staff are available to provide training on searches for evidence based information.

The library is available 24 hours a day, via swipe access.

### IT facilities

The library has 15 computer stations available for use to all hospital staff. The IT facilities within the library are available 24 hours a day, via swipe access.

### Other facilities (recreational or otherwise)

'Deli Marche', a dedicated café, is situated within WHEC and provides a wide range of sandwiches, hot meals and drinks for all who attend the centre.

### Local amenities/attractions

Worthing hospital is within walking distance the town centre where there are a variety of independent and big chain stores.

The Dome Cinema is in close proximity to the hospital and shows a variety of films within its original Edwardian decor. The Connaught and Pavilion Theatres are located within the town centre and host both films and theatre productions.

There are a selection of gyms, leisure facilities and a brand new swimming pool (Splashpoint) just down the road from the hospital. The sea front is just a short 15 minute walk where you will find restaurants, pubs and local cafes for you to enjoy.

### Transport links

Worthing Hospital is located within close proximity to both Worthing Central and East Worthing train stations with direct routes to London Victoria, Portsmouth and Southampton. There are frequent trains to most south coast destinations, including Brighton and its Royal Pavilion!

There is also a frequent bus service to and from the hospital. The Trust recently started a Green Travel Plan, which enables staff to travel between sites using a free mini-bus service. Further details can be found on staffnet which can be accessed upon commencement of employment.'

### Parking arrangements

Parking arrangements are made via the parking office at the hospital. Subject to availability doctors are able to purchase annual hospital parking permits (payable monthly from your salary).

Alternatively applications can be made to Worthing Borough Council Parking Office in the town centre for a street parking permit.

All other hospital parking is pay on foot.



### Accolades/achievements of the trust

On 1st July 2013 Western Sussex Hospitals Foundation NHS Trust became a Foundation Trust, only the second trust (since April 2012) to be approved under Monitor's new powers to promote and protect the interests of patients.

Western Sussex Hospitals Foundation NHS Trust has been named as a CHKS 40Top Hospital every year since the Trust was formed in 2009.

On the 19th April 2016 Western Sussex was inspected and rated outstanding by the CQC.

Western Sussex is now one of only three acute trusts in the country to be awarded the CQC's highest rating.

Inspectors rated the overall standards of care patients receive as Outstanding.

Western Sussex Hospitals Foundation NHS Trust's Clinical Skills Laboratory facilities rival some of the best training environments in the NHS.

### Terms and conditions of employment

The terms and conditions of service are as set out in the National Terms and conditions of Service for Hospital Medical and Dental Staff as applied by the Trust which are available from the NHS Employers website.

### Any additional information

#### About Western Sussex Hospitals NHS Foundation Trust

Western Sussex Hospitals NHS Trust was established on 1 April, 2009, as the result of the merger between Royal West Sussex, and Worthing and Southlands Hospitals NHS Trusts.

On 1 July, 2013, we gained Foundation Trust status, becoming the first acute Trust in Sussex to achieve this milestone.

In April 2016, Western Sussex Hospitals received an "Outstanding" CQC report and are very proud to have again achieve 'Outstanding' at our 2019 inspection. Western Sussex remains one of only five acute hospital trusts in the country to have received the health watchdog's highest possible rating. The trust is also renowned for its leading approach to continuous improvement and staff empowerment, enabled by a long term strategic transformation programme called Patient First.

We operate from three major sites: St Richard's Hospital in Chichester, Worthing Hospital, and Southlands Hospital in Shoreham. We serve a population of approximately 450,000 people, and in 2016/2017 our annual turnover was approximately £434.9m.

Both St Richard's and Worthing hospitals provide a full range of acute hospital care, including accident and emergency services, acute medical care, maternity and children's services and a range of surgical specialties. Southlands Hospital provides outpatient and diagnostic services, and day case procedures and is home to our new £7.5m Western Sussex Eye Care Centre.

Our services are predominantly commissioned by the NHS Coastal West Sussex Clinical Commissioning Group, with whom we are committed to providing high quality integrated care across the local health economy.

We are also committed to working closely with our provider of community hospitals, Sussex Community NHS Trust, and the local provider of mental health services, Sussex Partnership NHS Foundation Trust. The Trust does not provide tertiary services and looks



towards Brighton, Portsmouth and Southampton for these services.

### About Worthing Hospital

Worthing Hospital has approximately 500 beds and provides a full range of general acute services including maternity, outpatients, A&E and intensive care.

The hospital primarily serves people living in Worthing, Shoreham-by-Sea and also towns and villages along the coast and in the inland areas of West Sussex.

However, it also offers more specialist services, such as the West Sussex breast screening, to a wider catchment area stretching from Chichester in the west to Brighton in the east.

### About Southlands Hospital

Southlands Hospital in Shoreham-by-Sea is being developed as an important centre for hospital services that do not require an overnight stay.

The hospital is home to a new, state-of-the-art eye care centre and specialises in outpatient services, diagnostics, day surgery and other types of what is called 'ambulatory care'.

## Foundation programme specific information

### Induction/shadowing arrangements

Incoming F1s attend a five day induction programme which incorporates 2 full days of shadowing prior to the commencement of their F1 year.



All F2s attend a full day induction programme on their first day with the Trust. This includes a half day departmental induction within their initial specialty.

Please use the below link for access to the induction videos and handbooks that are on our website:

<https://pgme.info/resources/induction-videos>

### Educational and clinical supervision

Foundation Doctors are allocated an Educational Supervisor who will support them throughout their year with us. Any trainee on a linked two year programme will have the same Educational Supervisor throughout their whole time with us.

It is the Educational Supervisor's responsibility to support the trainee and their educational development during this time and provide feedback on the trainee's progress to the Medical Education Team.

Trainees are allocated a Clinical Supervisor for each placement they undertake, who is responsible for their clinical skill development, provide day-to-day support to their trainee and feedback on their trainee's clinical progress to the Medical Education Team.

### Teaching programme

All core mandatory teaching is bleep free and trainees must attend a minimum of 30hrs during the year. Trainees should also have a minimum of 30hrs non-core teaching throughout their rotations. All teaching is to be logged onto their portfolio.

All teaching is recorded and available for viewing via the Postgraduate Medical Education website. Teaching is video conferenced across site enabling trainees to attend either session





In addition to this, departmental teaching is also frequently delivered and will allow foundation doctors the opportunity to present cases.

### Tasters

Both F1s and F2s are encouraged to take Taster Days in specialties that are of interest to them and not covered within their two year foundation programme. These are arranged on an individual basis.

### Simulation

A new Simulation Suite with state of the art, high fidelity manikins opened on 8th March 2011 at Worthing Hospital giving all foundation doctors the opportunity to attend Simulation training on-site. Designed and equipped to provide a simulated clinical learning environment in order to deliver high quality education and training for healthcare professionals

This superb facility ensures that the clinical training opportunities at Worthing Hospital continue to develop and flourish.

All foundation trainees attend dedicated simulation sessions during their time at Worthing. F1s have a full day simulation session and F2s must attend 6 hours of SIM during their F2 year. This is a mandatory requirement. All simulation sessions are certificated.

Please contact us via:

Email: [cmec.clinicalskills@wsht.nhs.uk](mailto:cmec.clinicalskills@wsht.nhs.uk)

### Foundation doctor forums

Foundation Doctor Reps are required to attend quarterly Local Faculty Group (LFG) meetings to feedback on the views of their peers to the Foundation Faculty.



Quarterly Trainee Forums are run across both sites. All trainees are welcome to attend these to voice their views and opinions on the hospital.

These are run as informal, confidential events for trainees, giving them the opportunity to feedback honestly and openly. Senior consultants may only attend with prior consent from the attending trainees.

Trainee reps also attend the LAB (Local Academic Board) meetings.

### Any additional information

Foundation Trainees are supported not only by the Foundation Team but also by two Senior Nurse Education Fellows (one at Chichester and one at Worthing). They hold 'Doctors in Mind' sessions once a month, where trainees can bring their concerns and good practice to the table. The Senior Nurse Education Fellows also visit wards on a regular basis to support the Health and Wellbeing of the Trainees. This service is unique to WSHT with the wellbeing of our trainees being a top priority.



# Appendix A2:



## Mental Health Trusts Affiliated to STFS

Currently a number of STFS linked trusts are undergoing reconfiguration which may result in changes to training programmes. STFS will endeavour to keep our foundation doctors informed.

# Kent and Medway NHS Social Care and Partnership Trust (Known as KMPT)

## Inpatient and Community sites

KMPT Trust Headquarters, The Kent and Medway NHS and Social Care Partnership Trust HQ, Farm Villa, Hermitage Lane, Maidstone, Kent ME16 9PH

### Trust switchboard:

01622 724100

### Trust website:

[www.kmpt.nhs.uk](http://www.kmpt.nhs.uk)

### Trust foundation website:

[www.kmpt.nhs.uk/medical-education](http://www.kmpt.nhs.uk/medical-education)

## Key Personnel

### Director of Medical Education

Dr Aamer Sarfraz – [aamer.sarfraz@nhs.net](mailto:aamer.sarfraz@nhs.net)

### Locality Tutors

Dr Sheeba Hakeem (Dartford)

[sheebahakeem@nhs.net](mailto:sheebahakeem@nhs.net)

Dr Vinodini Vasudevan (Medway)

[vinodini.vasudevan@nhs.net](mailto:vinodini.vasudevan@nhs.net)

Dr Ahmed Ismail (East Kent) –

[ahmed.ismail3@nhs.net](mailto:ahmed.ismail3@nhs.net)

Dr Laurence Potter (Maidstone & Tunbridge Wells) – [laurencepotter@nhs.net](mailto:laurencepotter@nhs.net)

### Foundation Leads

Dr Madhusudan Dalvi – East Kent –

[m.dalvi@nhs.net](mailto:m.dalvi@nhs.net)

Dr Reena Kohli – West Kent –

[reena.kohli@nhs.net](mailto:reena.kohli@nhs.net)

### Careers Tutor(s)

Dr Aamer Sarfraz – [aamer.sarfraz@nhs.net](mailto:aamer.sarfraz@nhs.net)

### Medical Education Manager

Mrs Angela Pendleton –

[angelapendleton@nhs.net](mailto:angelapendleton@nhs.net)

### Medical Staffing Manager

Jacquie Dixon – [jacqueline.dixon3@nhs.net](mailto:jacqueline.dixon3@nhs.net)

### Foundation Programme Administrator(s)

Laura Griffiths – [laura.griffiths3@nhs.net](mailto:laura.griffiths3@nhs.net)

## Facilities

### Postgraduate Centre

Main Education Centre - St. Martins Hospital, Littlebourne Road, Canterbury, Kent, CT1 1TD.

### Other Offices:

Medical Education Office, Room 320 Priority House, Hermitage Lane, Maidstone, ME16 9PH

Elizabeth Raybould Centre, Greenacres, Bow Arrow Lane, Dartford, DA2 6PB.

### Accommodation

No overnight accommodation available at KMPT.

Oncall rooms and rest rooms are available for doctors who require them.

### Doctors' mess

On-Call & Doctors' Resource Rooms are available at:

St Martins Hospital Canterbury – equipped with kitchen facilities, TV, DVD and PC

Priority House, Maidstone Hospital – equipped with sofa bed and pc Little Brook Hospital equipped with, PCs, books, TV/DVD, Tea/coffee.

Oncall Room and resource room equipped with bed, Greenacres, Bow Arrow Lane, Dartford, DA2 6PB.

### Library facilities

Trainees have access to any of the following Acute Trust libraries:

- Maidstone & Tunbridge Wells NHS Trust
- Dartford & Gravesham NHS Trust
- East Kent Hospital Universities NHS Foundation Trust
- Medway NHS Foundation Trust

KMPT also have their own Resource rooms and PC Suites available at:

- The Resource Room, Archery House, Littlebrook Hospital Dartford

- The Education Centre, PC Suite, Canterbury St Martins
- Resource Room, Canada House, Gillingham  
\*Priority House, Maidstone Hospital

### IT facilities

There are various facilities across the trust in the form of hot desks, generic trust spaces with networked and non-networked PCs available.

All trainees will have access to KMPT Cloud where you will then be able to log onto the KMPT network and access your files and drives anywhere outside the Trust via an internet connection.

### Other facilities (recreational or otherwise)

Free car parking is available at most trust sites.

### Local amenities/attractions

There are many attractions across Kent and Medway – the list is endless and something for everyone.

### Transport links

Across Kent and Medway.

### Parking arrangements

As per each site – refer to the medical education team at the time of enquire for more information.

### Accolades/achievements of the trust

Kent and Medway NHS and Social Care Partnership Trust (KMPT) provides psychiatry placements and training for doctors all over the county of Kent. KMPT was ranked 2nd for Overall Satisfaction in KSS on the National General Medical Council (GMC) Survey in 2019.

### CQC rating

Kent and Medway NHS and Social Care Partnership Trust is Good!

Services provided by the Trust have been rated as Good overall and Outstanding for being caring following the latest inspection by the Care Quality Commission.

Chief Executive of KMPT, Helen Greatorex, said: “I am absolutely delighted and so very proud to share the news that we have been rated by the Care Quality Commission, as a Good organisation.

“This result is so very well deserved by every single member of KMPT staff, it is fantastic recognition and reflects the organisation that I joined in June last year. One of the most striking thing about us as an organisation is the genuine warmth and kindness that is everywhere. The CQC agree and have rated us Outstanding overall for Caring.

“Two years ago, KMPT was rated by the CQC as Requires Improvement. Since then we have worked with our partners to improve. We appreciate that we still have work to do and will continue to work with our partners to make sure we further improve to become outstanding.”

### Terms and Conditions of employment

Under SEAT – all Foundation Trainees should be employed through their respective Acute trust whilst on training placement in Psychiatry.

## Foundation programme specific information

### Induction/shadowing arrangements

Full extensive Induction process for all trainees coming to KMPT on four-month training placements. 2 days shadowing provided for all F1 August new starters. Weekly tasters are available locally on request.

### Educational and clinical supervision

All Supervisors are trained and offer support and supervision as programmed and on request.

### Teaching programme

Academic Programme – full day, fortnightly on a Tuesday for all FP and foundation trainees plus weekly balint groups and journal clubs at each site.

## Tasters

We are flexible in our approach to tasters in Psychiatry as there are many subspecialties to 'taste'. We have a great teaching consultant and SAS Body who will offer all manner of 'tasters' to fit in with your time and programme. Please contact the Medical Education Manager for more information.

Tasters to consider as an example: -

- Eating Disorders
- Peri-natal Psychiatry
- Forensics
- Access
- Crisis Home Treatment
- Rehabilitation
- Liaison
- Older Adult
- Simulation



## Simulation Lead – Dr Henry Andrews and Dr Saravana Perumal

Simulation Training for Foundation Psychiatry trainees commenced in September 2014. As part of an ongoing program, simulation training sessions are now provided to all foundation trainees rotating in Psychiatry in collaboration with Medway Maritime Foundation Trust. Training is focused on psychiatric history taking, mental state examination, and risk assessment.

## Foundation doctor forums

Medical Education invite them to meet twice a year formally. In addition, they have Balint Groups, and reflective sessions on Academic days.



# Oxleas NHS Foundation Trust

Oxleas House, Queen Elizabeth Hospital

Green Parks House, Princess Royal University Hospital

Woodlands Unit, Queen Mary's Hospital

Pinewood House, Pinewood Place, Dartford, Kent, DA2 7WG

**Trust switchboard:**

01322 625700

**Trust website:**

[www.oxleas.nhs.uk](http://www.oxleas.nhs.uk)

**Key personnel**

**Joint Director of Medical Education**

Dr Femi Balogun

Dr Ruth Garcia-Rodriguez

**Foundation Trainees Tutor**

Dr Cathy Carter

**Careers Tutor(s)**

Vacancy

**Senior Medical Education Officer**

Mr Ade Ikotun

**Head of Medical Staffing**

Ms Buki Ogunde



Pinewood House

## Facilities

### Postgraduate Centre

The Education Centres at Queen Mary's Hospital and the Memorial Hospital provide a wide range of excellent high quality learning facilities for both medical and non-medical staff. All have well equipped lecture theatres with the latest technology for the purposes of education and learning.

### Accommodation

Accommodation is available on site in all 3 sites. At the PRUH there is further accommodation off site at Bertha James Court about 10 minutes by car or bus. This site is close to Bromley Town Centre and Bromley South Station (walking distance). Information re accommodation is available through contacting the relevant Education Centres. There is accommodation at QEH in a 9-storey building which offers great views of London. QM currently has on site accommodation run by Hyde Housing with dedicated parking for those in residence.

### Social activities/Doctors' mess

Oxleas Foundation posts operate over a wide ranging area throughout the Trust and as such, there are reduced opportunities for coordinated social activities within Oxleas itself. However, we maintain good links with Queen Elizabeth Hospital and the Princess Royal Hospital, where trainees can access the doctors' mess facilities and participate in the social events organised.

## Knowledge and Library Services

The Knowledge and Library Services department is located on the ground floor of the Memorial Hospital, Shooters Hill, Woolwich, London SE18 3RG. It is open Monday to Friday from 8am to 4pm and offer a range of resources to support doctors in training in their education and learning.

## IT facilities

All sites have access to dedicated PC's during and out of working hours.

## Other facilities (recreational or otherwise)

QMS/QEH have a nursery within close walking distance.

## Local amenities/attractions

Bluewater shopping centre is just off the A2 which can be accessed via the M25 near the Dartford Tunnel. Lakeside Shopping complex is the other side of the Dartford Tunnel. Dover is just over an hour away via the A2 or M20. Excellent travel times to London 12-15 minutes for Shopping, Theatres, etc. Access to London's O2 Arena.

## Transport links

All sites are well served by local buses that can come and pick up on site or just outside. All have close links to the M25, A20, A21, M20, A2. Eurotunnel and the Ebbsfleet International Station are just off the M25 before the Dartford Tunnel. Access to London could not be easier not only using the buses but by rail with easy access to London Victoria, Charing Cross etc. London Airports are all within good road and rail links.

## Parking arrangements

Daily Parking permits are available for Oxleas' Staff at Queen Mary's Hospital Site in designated staff bays. Free parking is available at the Memorial Hospital/Highpoint House sites. Limited free parking is available at Green Parks House (PRUH). QEH (Woolwich) does not have free parking.

## Accolades/achievements of the trust

Oxleas NHS Foundation Trust provides local NHS services in south London and Kent that take care of the whole person – body and mind.



Queen Mary's Hospital

We provide a wide range of health and social care services in south east London, specialising in community health, mental health and learning disability services. We provide care for people of all ages and work closely with a variety of partners to ensure that our services are well-integrated and wide-ranging. We have a workforce of around 3,500 people including many highly skilled health and social care professionals. We have over 125 sites in a variety of locations across the London Boroughs of Bexley, Bromley and Greenwich and into Kent.

Our services include a range of physical health services to adults and children in the community in the boroughs of Bexley and Greenwich. These range from health visitors working with the very young to district nurses and therapists meeting the physical health needs of older people. We have been the main provider of specialist mental health care in Bexley, Bromley and Greenwich for more than ten years and have developed a comprehensive portfolio of services in community and hospital settings. We also provide specialist forensic mental health care across south east London and in Kent Prisons. We also provide adult learning disability services in Bexley, Bromley and Greenwich.

## Terms and Conditions of employment

We adhere to current Medical and Dental Terms and conditions.

## Foundation programme specific information

### Induction/shadowing arrangements

Comprehensive induction package offered. Oxleas offers the opportunity for trainees to shadow senior staff over a wide variety of disciplines from consultants to senior management executives including our Trust's CEO.

### Quality Improvement (QI) Projects

The Oxleas QI team support the Trust in creating a culture and environment that enables staff and trainees to participate in projects to gain leadership skills and improve the way they work

### Clinical supervision

Educational supervision will be provided by the lead education provider (the local acute trust). Clinical Supervision is provided to all trainees when needed and trainees can expect an hour of dedicated clinical supervision each week. In addition Foundation Trainees can seek support from the Foundation Training Tutor.

### Induction and Teaching Programme

Induction is undertaken for all new starters to Oxleas and subsequent local induction also takes place at the local Trust sites. The Trust provides a clinical competency workshop that receives very good feedback in preparing new doctors for the challenges of working in a discipline that many will be wholly unfamiliar with.

### Tasters

At present, there are opportunities for taster sessions in Community Psychiatry and variety of clinical specialties including child and adolescent mental health, psychiatric intensive care, learning disability and forensic psychiatry.

### Simulation

- Oxleas provide Foundation Year doctors with Simulation sessions to assist learning in topics such as:
- Risk Assessment
- Mental state examination
- Patient Confidentiality

In addition we work with partners at QEH and PRUH to provide simulation course to suit trainees' needs.



### Foundation doctor forums

Oxleas encourages foundation doctors to contribute to, and participate in, various fora. Locally nominated representatives from the current FY year contribute to the Local Faculty Group. At school level there is the STFS Board and the STFS Advisory and Development Committee. At local level, we have the foundation committee/foundation faculty group. Additionally, there are national forums conducted by UKFPO.

### Knowledge and Library Services

The Knowledge and Library Services department is located on the ground floor of the Memorial Hospital, Shooters Hill, Woolwich, London SE18 3RG. It is open Monday to Friday from 8am to 4pm and offer a range of resources to support doctors in training in their education and learning.

Oxleas NHS Foundation Trust provide a full range of high quality NHS mental health care to the people of South East London and more specifically to the communities living in the London Boroughs of Bexley, Bromley and Greenwich. In addition, Oxleas provides comprehensive community healthcare services to the people of Bexley.

# South London and Maudsley NHS Foundation Trust

Maudsley

Bethlem Royal

Lambeth

Ladywell Unit, Lewisham

Croydon University Hospital

St.Thomas' Hospital

Trust Head Quarters, Maudsley Hospital,  
Denmark Hill, London  
SE5 8AZ

## Trust switchboard:

0203 228 6000

## Trust website:

[www.slam.nhs.uk](http://www.slam.nhs.uk)

## Trust foundation website:

[www.maudsleytraining.com](http://www.maudsleytraining.com)

## Key personnel

### Director of Medical Education

Dr Gopinath Ranjith

### Foundation Training Programme

#### Director(s)

Dr Richard Haslam

### Medical Education Manager

Corrine Jones

### Medical Staffing Manager

Ms Janet Anderson

### Foundation Programme Co-ordinator

Polly Khan

## Facilities

### Postgraduate Centre

The Postgraduate Centre is situated on the 1st Floor Main Admin Building of the Maudsley Hospital opposite Trust Head Quarters. The Postgraduate Administration team are based in the centre, and there are hot desking facilities and a bookable meeting room for Trainees and Training Programme Tutors to use.

### Accommodation

SLaM offers staff accommodation at various sites around South East London at affordable rents via our housing partners Affinity Sutton.

Please contact on Lyn Pester 020 3228 4840 or [lyn.pester@slam.nhs.uk](mailto:lyn.pester@slam.nhs.uk) on Mondays, Wednesdays & Thursdays.

### Social activities

The Junior Doctors Committee meets regularly, and plans a huge range of events; Film Clubs, Creative Writing Groups, Socials, Computer Game Clubs, Creative Writing Workshops, and Summer and Winter Balls.

For further details contact JDC President.

JDC President is now:

Glori De Bernier

[Glori-Louise.DeBernier@slam.nhs.uk](mailto:Glori-Louise.DeBernier@slam.nhs.uk)

JDC Vice President is now:

Adam Gyulai-Lancaster

[Adam.Gyulai-Lancaster@slam.nhs.uk](mailto:Adam.Gyulai-Lancaster@slam.nhs.uk)

### Doctors' mess

Doctor's Common Rooms are available on all the main hospital sites, with computers and kitchen facilities. At the Lambeth Hospital site, there is a Junior Doctor's office in Reay House, and a Doctor's flat, with shower facilities.



## Library facilities

The SLaM Library is based at 1st Floor, Reay House, Lambeth Hospital. Staff can borrow <10 books at a time, and access computers, journals and photocopying. Trainees are also given access to the KCL libraries at the Weston Education Centre and at the Institute of Psychiatry, Psychology and Neuroscience.

## IT facilities

There are hot desk facilities available at all major SLaM sites and SLaM IT network offers free Wi-Fi service to all staff. All trainees will have access to ePJS (Electronic Patient Journey System).

## Local amenities/attractions

Bethlem Museum of the Mind is in the Hospital's former administration building. Its displays offer unparalleled resources to support learning about the history of mental healthcare and treatment. There is no charge for entry.

The Maudsley is situated in Camberwell, and close to Peckham, and Lambeth Hospital is in between Clapham and Brixton. These areas are vibrant parts of South London with a range of restaurants, bars, galleries and parks. There is quick access to central London.

The Ladywell Unit in Lewisham is within walking distance of Lewisham town centre, where there is a street market, a bowling alley, gyms, and a large shopping centre.

St Thomas' is a large, busy general hospital serving central London. There is an ATM on site and a number of places to buy food including M&S, WH Smith, the hospital restaurant and a few smaller cafes, one of which is 24hr. There are many shops and restaurants in the surrounding area.

## Transport links

The Maudsley and King's are opposite each other on Denmark Hill, and are convenient for public transport. Trains run from Denmark Hill (including the Overground) and Loughborough Junction. There are plenty of well-connected bus stops nearby and there is a free bus to and from The Bethlem.

To get to the Bethlem, trains run from London Bridge to Eden Park, (10 minute walk away). West and East Croydon Stations offer regular and far-reaching services. The city is well connected by tram and bus. 119 and 198 buses from Croydon go to The Bethlem.

To get to Lambeth Hospital, by Tube: Nearest station Clapham North (5-10 minute walk), with Stockwell and Brixton also within easy walking distance. Rail: Nearest station is Clapham High Street on the London Overground line ~ 10 minutes' walk. Bus: Routes 88, 155 (24hrs), 345 (24hrs), 355 and P5 serve the Hospital.

For Lewisham, the nearest train station to the hospital is Ladywell, a short walk from the hospital. Trains connect to London Bridge, Waterloo East and Charing Cross and towards Hayes, Kent in the other direction. Lewisham station is approximately 20 minutes' walk away or a short bus ride. There are many bus routes nearby.

St Thomas's nearest tube stations are Westminster (5 minute walk), Waterloo (10 minute walk) and Lambeth North (10 minute walk). Rail: Nearest Waterloo and Waterloo East (10 minute walk), Victoria and Charing Cross are also not far.

Bus: Many routes serve St Thomas'.

## Parking arrangements

The Maudsley has two parking spaces for the 'On-call doctor'. If you are working out of hours (OOH) at the Maudsley or at King's you can park free of charge - just notify the Maudsley Reception. There are bike racks both at the Maudsley main entrance, between the ORTUS Training Centre and the IoPPN and outside King's.

At the Bethlem, there is ample free parking on site for motorists and bike racks for the adventurous – both driving and cycling take 35 minutes from Denmark Hill.

Lambeth has limited parking on the site for permit holders. Permits can be obtained from the Porters Lodge.

At Lewisham Hospital, parking spaces are very limited and most people park in the surrounding roads. There are many covered cycle racks on site. The parking office at UHL can issue a car parking permit to park at local roads at a cost of around £45 per month. A car parking card can be purchased on site for night shifts and evening shifts only.

St Thomas' Hospital is located in the Congestion zone. Parking is very limited in the visitor's car park, we would advise you to use public transport. Bicycle racks are located near the front of the main reception alongside Gassiot House. Most community sites have free parking.

### Accolades/achievements of the trust

The South London and Maudsley NHS Foundation Trust, which dates back to the foundation of Bethlem Royal Hospital in 1247, the oldest psychiatric institution in the world, provides the widest range of NHS mental health services in the UK.

We provide NHS care and treatment for people with mental health problems. We also provide services for people who are addicted to drugs or alcohol. As well as serving the communities of South London, we provide specialist services for people from across the UK and beyond.

Locally, we deliver mental health services for people living in the London boroughs of Croydon, Lambeth, Lewisham and Southwark; and substance misuse services for residents of Bexley, Lambeth, Greenwich, Southwark and Wandsworth.

We provide clinical services in seven London boroughs, with a combined population of nearly 2 million people covering an area of 168 square miles, rich in culture, diversity and architecture.

We are part of an Academic Health Sciences Centre called King's Health Partners with King's College London, Guy's and St Thomas' and King's College Hospital NHS Foundation Trusts. Our aim is to be a leader in improving health and wellbeing – locally, nationally and globally.

The Trust is a truly unique organisation, offering excellence in treatment, research and training. There are very few organisations in the world that

have such wide-ranging capabilities working with mental illness. Our scope is unique because it is built on three major foundations: care and treatment, science and research, and training.

Service users benefit from the highest level of care; research teams explore new and better treatments; and in-house training facilities pass on the latest knowledge and skills to staff members. Close relationships between these three faculties ensure that lessons learned from patient contact and research can be translated into effective treatment, benefiting people locally, nationally and internationally.

We are increasingly focused on promoting mental health and wellbeing rather than simply responding to mental illness. Our philosophy of care is the recovery model. We provide treatment that helps people get well and stay well, so they can achieve their full potential. Above all, we believe change is possible, no matter how long someone has had a mental health problem, or how much this has changed their life.

Our integrated adult services make it possible for us to address both an individual's mental health and social care needs. In particular, we are focusing more on early intervention: getting help to people sooner and supporting them at an earlier stage in their lives – especially younger people. Our work is about changing lives, not just for individuals, but in partnership with them.

The Maudsley Training Programme guarantees high quality training in evidenced-based psychiatry, working in a wide range of specialties, sub-specialities and clinical settings. You will have access to world-class educational resources from affiliations with the Institute of Psychiatry, Psychology and Neuroscience, King's College London and King's Health Partners.

### Terms and Conditions of employment

Contact host Trust.

## Foundation programme specific information

### Induction/shadowing arrangements

Dedicated inductions to working in psychiatry are organised every 4 months at the start of your psychiatry placement (August, December, April). Inductions cover topics such as psychiatric assessment, risk assessment, mental health law and safe prescribing. You will receive training using simulation as well as a Course covering PSTS (Promoting Safe & Therapeutic Services). In addition, at the August rotation you will receive details of your local induction to the teams you will be working with and will complete a checklist with a member of the team confirming this has taken place.

If, for any reason, you are unable to attend Induction, you should contact the Postgraduate Education Training Centre – phone 0203 228 3834 or email [postgrad@slam.nhs.uk](mailto:postgrad@slam.nhs.uk)

The August induction, for all SLAM trainees, runs for 3 days. This will not clash with your host Trust induction which you should attend as a priority.

### Educational and clinical supervision

You will receive regular supervision sessions with your clinical supervisor.

You should meet with your educational supervisor at regular mutually agreed intervals to discuss training progress and make sure your e-portfolio is up to date.

### Teaching programme

A joint (both F1s & F2s) monthly half day teaching programme is organised, run by Dr Richard Haslam.

This is held on a Monday afternoon at the Denmark Hill or St Thomas' Hospital sites. Information regarding the dates and programme will be circulated well in advance.

You will have protected time to attend all mandatory training sessions and foundation teaching organised by your employing Trust.

### Tasters

Formal Taster weeks can be organised during your foundation placement, either in another branch

of psychiatry or a different specialty, by discussing with your consultant supervisor. You will need to give advance notice of your intention to do this. Dr Ranjith, Foundation Lead, can help to organise psychiatry tasters for you. Also, after discussion with your clinical supervisor, you may spend a day or two observing another service if you wish.

### Simulation

As a trainee on The Maudsley Training Programme you will have access to a range of courses provided by Maudsley Simulation, which is located at Reay House at the Lambeth Hospital site. This includes the Practising Psychiatric Competencies (PPC) which is offered to all new trainees to the Trust.

For further information and to view the full catalogue of simulation courses please visit [www.maudsleysimulation.com](http://www.maudsleysimulation.com), email [Simulation@slam.nhs.uk](mailto:Simulation@slam.nhs.uk), or telephone 0203 228 6149.

### Foundation doctor forums

While there is no specific Foundation doctors forum at SLAM, Doctors are encouraged to get involved with the Junior Doctors Committee and any forums organised at their host Trust.

As a Foundation trainee you will automatically be matched up with a core psychiatry trainee as your mentor, as part of the Peer Mentoring scheme. You can choose to opt out of this opportunity if you wish and if so, will need to inform one of the Peer Mentoring Leads at induction;

- Christine Chan  
[Christine.Chan@slam.nhs.uk](mailto:Christine.Chan@slam.nhs.uk)
- Kuljit Hunjan  
[Kuljit.Hunjan@slam.nhs.uk](mailto:Kuljit.Hunjan@slam.nhs.uk)
- Sarah Ashurst-Williams  
[Sarah.Ashurst-Williams@slam.nhs.uk](mailto:Sarah.Ashurst-Williams@slam.nhs.uk)

### Any additional information

#### Learning Opportunities

The foundation jobs allow trainees to acquire most of the skills in the foundation curriculum. By the end of your 4 month placement you are expected to achieve the mental health competencies expected of a foundation trainee. These include taking a history, performing a mental state examination,

cognitive screening and risk assessment, formulating a management plan and writing a psychiatric report.

The majority of your Supervised Learning Events (SLEs) are consultant led. You should make sure that you do the recommended minimum number of SLEs with your clinical supervisor or other clinicians in the team.

### **Audit/Research**

You will have ample opportunity to get involved in clinical audit and quality improvement projects. If you express an interest in research, you can be directed to an academic psychiatrist whose research interests match yours. We can also provide advice on applying for Academic Clinical Fellowships in psychiatry if this is of interest to you.



# South West London & St George's Mental Health NHS Trust

## Hospital and Community sites across South West London

Trust Headquarters, Springfield Hospital, 61 Glenburnie Road, London SW17 7DJ

### Switchboard:

020 3513 5000

### Website:

[www.swlstg-tr.nhs.uk](http://www.swlstg-tr.nhs.uk)

## Key personnel

### Director of Medical Education

Dr Louise Guest

### Foundation Training Programme Director

Dr Marcus Hughes

### Medical Education Manager

Catherine Gray

### Medical Staffing Manager

Rob Bryan

### Foundation Programme Administrator

Marie Wilson

## Facilities

### Postgraduate Centre

The Postgraduate facilities are based at Springfield Hospital, with an additional base at Tolworth Hospital.

### The administrative centre is:

Medical Education Department  
Entrance 11, Newton Building 7  
Springfield Hospital  
Glenburnie Road

### Accommodation

See the accommodation section for each Acute Trust.

### Doctors' mess

Springfield Site, Doctors Mess, Building 7, Tolworth Site, Woodroffe House.

### Library facilities

Library facilities are available at Springfield and Tolworth Hospital. Doctors working at the Trust have access to the medical school library at St George's University of London, including an extensive electronic journal collection.

### IT facilities

All clinical sites provide access to IT facilities.

### Local amenities/attractions

South West London is ideally situated between the attractions of central London and the open spaces of Surrey and Sussex.

### Transport links

Excellent transport links to central London and to Surrey and the south coast

### Parking arrangements

Parking permits are available at Springfield and Tolworth Hospitals for a maximum daily fee of currently £2.

## Accolades/achievements of the trust

In Psychiatry we place a lot of importance on postgraduate training and supervision. The Trust has one of the most successful Postgraduate Training Programmes in London. All Educational Supervisors are accredited, and all undergo continuing professional development specifically geared to their educational role.

## Terms and Conditions of employment

Foundation doctors remain employees of the Acute Trust, and are given an honorary contract with the Mental Health Trust

## Foundation programme specific information

### Induction/shadowing arrangements

For Foundation Year 1 doctors starting their first post in Psychiatry in August, there has generally been an opportunity to shadow in the week prior to starting in post. All doctors will complete the full induction programme in the parent acute trust, and will have local inductions when they join their placement in psychiatry.

### Educational and clinical supervision

Foundation doctors working in psychiatry have regular one-to-one contact with their supervising consultant throughout the post.

### Teaching programme

All the teaching programmes in the parent acute Trust are considered protected teaching time. Additional teaching in psychiatry will also be available.

### Tasters

Foundation Year 2 doctors will be encouraged to make use of their taster weeks. The Trust can offer tasters in Psychiatry for doctors considering Psychiatry as a career.

### Simulation

All doctors will attend their scheduled simulation training in the parent acute trust. In addition, doctors working at South West London & St George's Mental Health NHS Trust (SWLSTG) currently have free access to an extensive

programme of further simulation training, such as one-day training to help managing difficult patient encounters. These simulation days have been very well received by current Foundation doctors. The SWLSTG simulation lead is Dr Francesca Ducci.

## Foundation doctor forums

Foundation doctors are encouraged to participate in forums and trainee groups.

## Any additional information

Psychiatry placements in this Trust are available on the following rotations:

- Epsom & St Helier Hospitals NHS Trust
- Kingston Hospital NHS Foundation Trust
- St George's University Hospitals NHS Foundation Trust

In a recent survey of all Foundation doctors in this Trust, trainees reported a high level of satisfaction in their psychiatry placements. They reported feeling supported, and also empowered to be involved in decision making and managing complex patients. Patient feedback on their care by foundation doctors working in psychiatry was also high.

Foundation doctors are encouraged to maintain strong links with the parent acute trust during their placement in Psychiatry. All Foundation Year 1 doctors in psychiatry placements off the acute trust site will have regular clinical time back at the acute trust. This is important for FY1 doctors, allowing them to meet and work regularly with their peer group and to maintain their physical health skills. The exact arrangements vary between the acute trusts, but one example is that FY1 doctors spend 4 days each week in their psychiatry placement and 1 day each week back at the acute trust, working in an acute medical setting.

# Surrey and Borders Partnership NHS Foundation Trust

18 Mole Business Park, Leatherhead, Surrey, KT22 7AD.

## Switchboard:

0300 5555 222

## Website:

[www.sabp.nhs.uk](http://www.sabp.nhs.uk)

## Key personnel

### Co-Director of Education

Dr. Martin Schmidt

### Locality Tutors

**East and Mid Surrey:** Dr Oliver Bashford

**North West Surrey:** Dr Neelima Reddi

**South West Surrey:** Dr Julian Henry

### Simulation Lead

Dr Jeremy Mudunkotuwe

### Careers Tutor

Dr Martin Schmidt

### Education Manager

Ali Khan, Trust HQ, Leatherhead

### Medical Staffing Manager

Alison Edge, Trust HQ, Leatherhead

### Education coordinators

**East and Mid Surrey:** Craig LaBuscagne

**North West Surrey:** Anthonia Okumesine

**South West Surrey:** Tish Cooper

## Facilities

### Postgraduate Centre

Available at local STFS affiliated acute trust.

### Accommodation

Available through local STFS affiliated acute trust.

### Social activities

Available through local STFS affiliated acute trust.

### Doctors' mess

Doctors' messes are located in the Abraham Cowley Unit and in Farnham Road Hospital.

### Library facilities

Full library service including journals available online at all Trust locations.

### IT facilities

Trust email and internet access provided (personal use available but restricted), Microsoft Office 365, Windows 7, Systmone for patient records and Wi-Fi at most sites.

### Other facilities (recreational or otherwise)

Access to hot food on site at the Abraham Cowley Unit and Trust HQ, and access to kitchens with microwave, kettle, etc, at all other sites together with bicycle racks and shower facilities plus on-site gym at the Abraham Cowley Unit.

### Transport links

Easy access to most sites from M25, A3 and M3, plus regular bus and train services.

### Parking arrangements

Parking available on all Trust sites, often requiring permit / fob.

## Accolades/achievements of the trust

Excellent overall trainee satisfaction rating in the GMC trainees survey

- We offer excellent training in close proximity to London.
- We train a wide variety of junior doctors – F1 and F2 trainees, GP trainees, and Psychiatry trainees.
- We offer opportunities to get involved in Research and Audit – supported by our R&D Department and Education Department.
- We host an annual trainees' Research Day to promote skills in research and quality improvement.
- We have excellent membership exam pass rates.
- We offer opportunities to get involved in teaching – we host medical students from six medical schools (three local and three international).
- Innovative use of technology – SABP has developed an experiential simulation programme for Foundation doctors making use of virtual reality to teach psychiatric competencies.
- Encouraged to succeed – four of our trainers were finalists for the Royal College of Psychiatrists Annual Trainer of the Year Award (2015-2018) and One of our trainees was a finalist for the Foundation Trainee of the Year Award (2017)'.

## Any additional information

Please see Trust website detailing additional medical education Information and trainee placement opportunities – [www.sabp.nhs.uk/working-for-us/training-education/medical-education](http://www.sabp.nhs.uk/working-for-us/training-education/medical-education)

## Foundation programme specific information

### Induction/shadowing arrangements

Mandatory F1 shadowing before commencement of rotation in August, and three day induction to site, service and Psychiatry, on changeover every four months.

### Educational and clinical supervision

Foundation doctors are allocated an Educational Supervisor in August for the whole year to

evaluate progress and provide guidance and support. Clinical Supervisors are allocated for each four month placement and provide weekly timetabled clinical supervision; the ES/CS role is combined in the first post.

## Teaching programme

Foundation teaching at the local affiliated STFS acute trust is timetabled and mandatory. Local teaching programmes are held weekly on Friday Mornings in the East, North West and South West. These include Balint Group, journal clubs, presentations and discussions on common Psychiatric topics, simulation, case presentations and external speakers.

## Tasters

The Trust welcomes Foundation doctors for Tasters in Psychiatry: Working Age Adult, Older Adults, inpatient and community; Substance Misuse, Eating Disorders, Learning Disabilities, Liaison, Child and Adolescent and out-of-hours shifts.

## Simulation

We have developed a pilot project using simulation to train Foundation doctors communication skills.

## Foundation doctor forums

To be considered if a requirement is identified.

## Any additional information

We have built a £30 million, state-of-the-art mental health hospital in Guildford. The new hospital is in the middle of the Farnham Road Hospital site and has been designed to complement the existing wards for older people (that are in the Grade II listed building along Farnham Road).

This is a major investment initiative to enable us to provide the latest models of care in hospital environments that are therapeutic and aid recovery. The modern hospital has been carefully designed to provide more personalised care in a respectful and supportive environment to aid recovery. It includes:

- Four wards for adults all with single bedrooms and ensuite bathrooms to provide people with more privacy and dignity.



- Therapeutic and recreational areas including art and craft rooms, multi-purpose spaces for exercise groups or drama therapy and a fitness room.
- Private, safe gardens and outside spaces directly accessible from each ward.
- Public areas including gardens and a café for everyone to enjoy.
- Facilities for people who are brought in by police in need of a place of safety (Section 136).
- A base for the Home Treatment Team who provide intensive support to enable people to be independent within their home environment when they first leave hospital or possibly to prevent a stay in hospital.

# Sussex Partnership NHS Foundation Trust

Trust HQ, Swandean, Arundel Road Worthing,  
West Sussex BN13 3EP

## Switchboard:

01903 843000

## Website:

[www.sussexpartnership.nhs.uk](http://www.sussexpartnership.nhs.uk)

## Key Personnel

### Chief Medical Officer

Dr Rick Fraser

### Director of Medical Education

Dr Michael Hobkirk

### Clinical Tutor

Dr James Fallon

### Associate Director of Education and Training

Claire Marr

### Locality Tutor

Dr Patrick Le Seve – Brighton & Hove

Dr Michele Travers – East Sussex

Dr James Fallon – North West Sussex

Dr Arun Kishore – Coastal West (Worthing)

Dr Akram Wilson – Coastal West (Chichester)

### Foundation Training Programme Director

Dr Stavros Bekas

### SAS Lead

Dr Arun Kishore

### Humanities Lead

Currently recruiting to this post

### Simulation Lead

Currently recruiting to this post

### Leadership

Currently recruiting to this post

### Medical Education Manager

Maria McKenna

### Deputy Medical Education Manager

Kate Carleton

### Medical Staffing Manager

Carrie Stoner

### Senior Medical Education Administrator(s)

Pamela Barnes: Brighton & Hove, Coastal West  
& Hampshire

Louise Coldicott: East Sussex & North West Sussex



## Facilities

### Postgraduate centre

The Postgraduate Centre is situated at Sussex Education Centre, Mill View Hospital, Hove

### Other Offices:

Department of Psychiatry, Kings Drive Eastbourne,  
BN21, 2UD

8 Chapel Street, Chichester, West Sussex, PO19 1BX

### Accommodation

See the accommodation section for each  
Acute Trust

### Social activities

Available at local STFS affiliated acute trust.

### Doctors' Mess

- Department of Psychiatry, Eastbourne
- Conquest Hospital, Hastings
- Langley Green Hospital, Crawley
- Oaklands Centre, Chichester
- St Richards Hospital, Chichester
- Meadowfield Unit, Swandean Worthing
- Mill View Hospital, Hove
- Princess Royal, Haywards Heath



## Library facilities

Access to:

[www.bsuh.nhs.uk/library](http://www.bsuh.nhs.uk/library)

<http://www.westsussexknowledge.nhs.uk/Presto/home/home.aspx>

[www.esht.nhs.uk/library](http://www.esht.nhs.uk/library)

There are several satellite libraries throughout the Trust.

## IT facilities

Trust email and internet access provided, with Wi-Fi.

## Other facilities (recreational or otherwise)

Access to hot food in most areas and access to kitchens with microwave in all doctors mess.

## Local amenities/attractions

East, North West Sussex and West Sussex have excellent public transport connections to London, Brighton and Gatwick Airport.

## Transport Links

Easy access to most sites from A27, M25, M23, A259.

## Parking arrangements

Parking available at most Trust sites, often requiring permit.

## Accolades/achievements of the trust

Sussex Partnership NHS Foundation Trust is now one of the most influential, effective and well-respected mental health trusts in the country. We are one of the few mental health organisations to have been granted university status by the Association

of UK University Hospitals. This recognises our achievements in bringing research, teaching and clinical care more closely together for the benefit of patients. Sussex Partnership NHS Foundation Trust won the Diverse Company of the Year at the National Diversity Awards.

## Terms and conditions of employment

National terms and conditions administered by the local STFS affiliated acute trusts.

## Any additional information

Please see Sussex Partnership Trust Web Site

[www.sussexpartnership.nhs.uk](http://www.sussexpartnership.nhs.uk)

## Foundation programme specific information

### Induction/shadowing arrangements

All placements are developed with due regard for appropriate induction for Foundation Doctors to ensure patient safety.

### Induction/shadowing arrangements

In addition, a detailed and comprehensive induction takes place over three days at the start of rotation to services and site specifics. F1 shadowing takes place over two days prior to start of August placement.

### Educational and clinical supervision

The trainee will always have direct access to an appropriate senior colleague for advice in any clinical situation. In most situations between 9:00-17:00 this will be the Consultant of the team, who will also act as the clinical supervisor for training and quality assurance purposes and will offer on average one hour per week direct face to face clinical supervision.

On occasion this senior person may be a non-doctor competent to supervise and advise on the relevant activities. When working out of hours (on-call), there is always an arrangement where an inpatient MDT, Liaison Service, Senior Nurse Practitioner and more experienced trainees and/or a Consultant will be available for this supervision and advice, either on the phone or on-site.

Supervised Learning Events expected to be achieved in a Foundation post:



It is expected that the following assessments will take place:

- 1x Mini-PAT: This is a Peer Assessment Tool and involves feedback from a range of Healthcare Professionals
- 2x Mini-CEX: This involves the evaluation of an observed clinical encounter with immediate feedback from the observer
- 2x CBD: Structured case-based discussions to allow decision-making and reasoning regarding the management of a case in detail
- 1x Assessment of teaching

## Teaching programme

Foundation Doctors are fully supported to attend their generic foundation teaching programmes at parent acute trusts. Attendance at this teaching programme is a mandatory requirement for the Annual Review of Competence Progression (ARCP) as a Foundation Doctor.

In addition, there is weekly local site psychiatry teaching on Wednesday afternoons which offers; Journal Clubs, Case Presentations, Balint Groups, along with a wide variety of topics provided by outside speakers.

## Tasters

Taster weeks can be organised for Foundation doctors who are considering Psychiatry as a career. There is also opportunity to spend a special interest session/s with one of the other allied general adult specialities Eg. Liaison Psychiatry, Secure & Forensic, Crisis Home Treatment Team, Learning Disabilities, depending on the specific interests and something



you will be able to discuss with your supervisor. The work a FY trainee undertakes is structured, with well defined guidelines and learning.

## Simulation

We are currently developing the simulation programme to be made available Trust-wide.

## Foundation doctor forums

The Trust runs junior doctor forums in all areas where Foundation doctors are encouraged to participate.

## Any additional information

By the end of placement, you are expected to have achieved the mental health competencies of a foundation trainee, this includes;

1. Taking a history.
2. Performing a mental state examination (MSE).
3. Performing a cognitive screen assessment.
4. Performing a risk assessment.
5. Making a management plan.
6. Writing a report, assessment or referral.



Stewart House  
32 Russell Square  
London WC1B 5DN  
Tel: 020 7866 3216

[www.lonkssfoundation.hee.nhs.uk](http://www.lonkssfoundation.hee.nhs.uk)