

Message from the Associate Dean

Hello

Hope you're all well. Spring is here and it's starting to feel warmer. Along with many other seasonal changes this hopefully brings with it some fresh starts and opportunities.

The academic year is flying by and we're approaching the end of the second placement already. Please ensure that you complete both end of placement clinical and educational supervisor forms. It is also time to start planning for your Annual Review of Competency Progression (ARCP) and establishing if your portfolio is on track. Discussing this with your ES is helpful. It's also good practice to schedule your end of year ES meeting in May (so relatively early in your next post) in case your ES is away on leave. Finally, if you think you need additional support or signposting with this then do, please contact your local FTPD or Postgraduate education centre team.

We'd also like to welcome new recruits to the London Foundation School. We've had our largest cohort allocated to London so far, 1238 doctors, which is fantastic news. London is a great place to work and train and we hope you'll enjoy it here. There will be lots of correspondence over the next few months, do please read it. Please note that London Foundation School is a different organization to UKFPO who oversee the recruitment process. We produce this bulletin to help signpost learning opportunities and highlight various events locally and nationally.

Take care,

Ali

Dr Alice Carter
Associate Dean Foundation

New Updates

London Foundation School - Change in Exceptional Circumstances 2025

The change in exceptional circumstances (CIEC) process is similar to Inter-Foundation School Transfer (IFST) but enables changes to programme allocation **within** the London Foundation School.

The process allows F1 or F2 doctors, due to start in August 2025, to apply for a change to their current allocated location. Applicants must be able to evidence an exceptional change in circumstances since the point of initial application/allocation to a 2-year foundation programme, which affects their ability to undertake training in the allocated programme.

Please complete this form <https://forms.office.com/e/47v5Dt6qFi> and *please submit your additional supporting information via our PGMDE support portal here:*

https://lasepgmdesupport.hee.nhs.uk/support/tickets/new?form_7=true

Please note, we are only able to consider an **exceptional change in circumstances**. We will not consider any requests for programme swaps between doctors who have had no change to their personal circumstances.

The change in circumstances must meet one of the nationally agreed IFST criteria. The criteria for IFST2025 are available on the UKFPO website:

1. *Parental responsibilities.*

2. *Primary carer responsibilities.*
3. *Medical condition or disability for which ongoing follow-up for the condition in the specified location is an absolute requirement.*
4. *Extraordinary circumstances (please note the change for 2025).*

This form is open for applications from Friday 4th April 2025 at 12pm and will close at 5pm on Monday 14th April 2025 with all submissions being reviewed by a foundation school panel shortly after.

There are very limited numbers of alternative programmes available so it is highly unlikely we will be able to place successful applicants in their preferred alternative location, but we will do all we can to take your circumstances into account.

Reminders & Guidance

REMINDER: The London Foundation School Webpages – New home!

The London Foundation webpages have moved to [London Foundation School | London](#)

REMINDER: Contacting the London Foundation School

Please be reminded that contact with the Foundation School Team should be through the PGMDE Support Portal, rather than to individuals email addresses or shared mailboxes. This will ensure that your query can be directed to the correct person and dealt with as quickly as possible. Please [click here to be directed to the PGMDE Support Portal](#).

REMINDER: F2 Responsible Officer Details

F2s MUST ensure they are connected to the correct Responsible Officer for Revalidation. It is essential you do not connect to an NHS trust and do not contact the Responsible Officer asking them to connect to you.

You must do this yourself by following the guidance on the GMC website: <https://www.gmc-uk.org/registration-and-licensing/managing-your-registration/revalidation/my-db-tool>

Current Responsible Officer for Foundation Doctors in London:

- Dr Gary Wares – NHSE Education North London (North Central and East London and North West London)
- Dr Gary Wares – NHSE Education South London

REMINDER: Foundation Doctors Resignations

Foundation doctors must resign from both the local employer (trust) **AND** the Foundation school. Please use the PDMDE Support Portal to inform us [click here to be directed to the PGMDE Support Portal](#).

Please can we ask trusts to advise us of any Foundation Doctors who have resigned from training (if you've not already advised us already). Unfortunately, we aren't always made aware.

REMINDER: PSA Sitings 2024/25

Please note that PSA is an F1 exit requirement, not an entry requirement for Foundation.

We do appreciate that PSA is undertaken by the majority of UK medical schools in the final year, and thus the majority of UK trained F1s will start with PSA. However, many F-IMGs will start F1 without PSA. We also acknowledge that many trusts will have their own independent prescribing assessments to ensure compliance with local prescribing policy, but this should be applied equitably to all F1s.

F1s who have still to pass the PSA can prescribe independently, with counter-signatory **where possible**. Where counter-signatory is not possible their prescriptions are equally valid to those of their colleagues. Like all F1 doctors, with or without PSA, they should seek advice when uncertain about prescribing. There is no need for any out of hours adjustments to F1s working who have not yet passed the PSA”.

Please note the dates for remaining PSA sittings for 2024/25 (*all held at 1pm*)

- Thursday 1 May 2025

REMINDER: SCRIPT – supporting safer prescribing practices

The SCRIPT programme is a collection of innovative eLearning portfolios designed to encourage safe and effective prescribing and medicines management among healthcare professionals.

SCRIPT will enhance your knowledge and confidence in prescribing correctly, improving patient safety, therapeutics and medicines management. You will receive a certificate for each module that you complete, which can be used in your online learning portfolio. SCRIPT is easy to use. You can access the modules at a time which suits you and revisit them even after completion. SCRIPT modules are particularly useful in preparation for the PSA Exam.

You can learn more about the SCRIPT eLearning programme and how to sign up by visiting [Medicine & Surgery | Safe Prescriber](#)

For the London Foundation Doctors, SCRIPT is not mandatory but highly advisable. *The London Foundation School* recommend 6 modules are completed per year as a minimum.

REMINDER: Study leave

F2 doctors can undertake **one activity** aligned with their career intention. This can be approved by your local F-TPD. In addition, F2s if presenting at a conference may request discretionary study leave. Please see below the steps of how F2 Doctors can apply for Discretionary Study Leave.

1. Foundation Doctor (FD) seeks support from Educational Supervisor and trust (local) Foundation Training Programme Director (FTPD).
2. Local FTPD seeks approval from the area deputy Foundation School Director (FSD)
3. Deputy FSD replies to trust TPD, including study leave team.
4. Local TPD can then reply to FD with outcome.
5. If approved, FD completes study leave form on the study leave portal.

We are not able to reply to direct emails about Study Leave, but if you have any questions please do contact the school via the PGMDE Support Portal [click here to be directed to the PGMDE Support Portal](#).

REMINDER: Provisionally registered doctors (F1) must not undertake formal locum posts or activities.

Provisionally registered (PR) doctors can undertake occasional ad hoc additional/overtime shifts on their current FY placement or previous F1 placements that have formed part of their F1 rotation,

where such work is undertaken only within the limits of their current competence and with the support of their educational supervisor. When undertaking such occasional ad hoc additional/overtime work PR doctors should be clear with other members of their team about their current experience and level of competence.

REMINDER: TiS Checks

Please can we remind Trust Medical Education colleagues to work with their Medical Staffing teams to regularly check Foundation Doctors' posts on TiS, against internal records. Early recognition of any discrepancies can help us all to resolve issues quickly.

GUIDANCE: Less Than Full Time (LTFT) Training for London

All FDs can apply to work less than full time for a wide variety of reasons. This can improve work life balance while enabling doctors to maintain a fulfilling career.

Requests to change LTFT % (increase or decrease) require *16 week notice* period. Both Foundation curriculum and Gold Guide advise that the Foundation Programme takes 2 years to complete when working full time. Timelines will therefore be adjusted pro rata when individuals undertake training LTFT.

EXAMPLE.

F1 at 0.5 whole time equivalent (WTE): $12 \text{ DIV } 0.5 = 24$ months

F2 at 0.8 WTE: $12 \text{ DIV } 0.8 = 15$ months

In this example the whole Foundation programme would take 39 calendar months.

FDs will be issued a new end date and placement composition (specialty and possibly site of working) may change. FDs will still rotate 4 monthly to ensure they are able to attend local induction and stay in sync with colleagues. Additional 4-month posts will be allocated by the Foundation School to ensure that LTFT doctors have an educationally balanced programme. We will also liaise with Trusts regarding the timing of ARCPs.

You can apply to work LTFT via the portal. If you have any queries about working LTFT please contact us via the portal.

Please click the link below for guidance regarding Less Than Full Time (LTFT) training. [London Foundation School | London](#)

UKFPO Bulletin

To read the latest UKFPO Bulletin access the link below:

[UKFPO Bulletin/ 02 December 2024](#)

Courses, Events, Research, Surveys and Competition

Educational Bursaries for FY2, IMT, Clinical Fellows - attend BSACI Annual Conference 2025

The British Society for Allergy and Clinical Immunology is offering scholarships to medical students to attend our 2025 Annual Allergy and Immunology Conference. We are excited to share this information with you and ask for your assistance to please share among the FY2 doctors, Clinical Fellows and IMT Trainees. For a full description of the scheme please see below.

BSACI Medical Scholarships Scheme 2025 for Doctors interested in Adult Allergy and Clinical Immunology

BSACI is offering financial support to junior doctors to facilitate their ability to attend BSACI Annual Conference 2025 being held at the ICC Wales from Thursday 16th-Saturday 18th October. With the increasing prevalence of allergy within the UK and the shortage of allergy expertise, BSACI aims to support trainees to find out more about this evolving and dynamic specialty.

The 2025 BSACI Medical Scholarships Scheme is open to FY2 doctors, Clinical Fellows and IMT trainees in the UK. This is a fantastic opportunity for junior doctors to experience what an exciting career in Allergy and Clinical Immunology looks like and how rewarding being a member of the UK allergy community can be.

How to apply:

1. The scheme is open to all FY2 doctors, Clinical Fellows and IMT trainees in the UK with an interest in or considering a career in Adult Allergy. We will pay out retrospectively for two nights' accommodation up to £150, cover your conference fees, plus reimburse travel costs up to £140.
2. Send us a cover letter (300-400 words main text) detailing how you would benefit from this scholarship and explaining the motivation for your interest in this field. Please also include how you can help increase awareness of the specialty of allergy either within your department or with other trainees after the conference, such as a grand round presentation, a trainee learning event or a department meeting.
3. Send us a supporting letter from your current supervisor.
4. A brief CV
5. Abstract submission for the conference is encouraged but is not a requirement.
6. Submissions open on Monday 13th January 2025.
7. Submissions must be emailed to tamara@bsaci.org no later than Monday 28th April 2025.
8. You will be notified of the outcome of your application no later than the end of June 2025.
9. You will be asked to demonstrate how you have helped to increase awareness of "allergy and immunology" amongst other trainees or colleagues, after the event.

Please note previous recipients may not apply.
Unfortunately, no late applications will be accepted.

Feedback from some of our 2024 Scholars:

"Fantastic opportunity and fantastic programme. Really inspiring talks and conference"

"Great scheme, very helpful way to support trainees to further their knowledge and understanding of the specialty "

"Excellent opportunity to meet fellow scholars and experts in the field"

Dr Usmaan Ahmed
MBBS, MA (Cantab), MRCP
Specialty Registrar in Allergy and Clinical Immunology
Addenbrookes Hospital, Cambridge University Hospitals NHS Foundation Trust

UKFPO survey for foundation doctors: Foundation teaching on Equality, Diversity and Inclusion

The UKFPO would like to understand more about foundation doctors' experiences and perceptions of EDI (Equality, Diversity and Inclusion) teaching during foundation training. This work is being led by our 2024-25 UKFPO Fellows, Dasha Ibrahim and Jie Fei Lau.

The findings will help identify gaps, highlight good practices, and contribute to improving the quality and relevance of EDI education for future resident doctors. Responses are anonymous and will be used solely for the purpose of this study.

Please can foundation doctors to complete the [Foundation teaching on Equality, Diversity and Inclusion survey](#) . The survey should take less than 5 minutes to complete.

Publish your article in 'Humans of the Foundation Programme' project

Sent on behalf of Jie Fei Lau, UKFPO Fellow

Hello everyone!

My name is Jie Fei. I am a FY2 doctor and one of two UKFPO Fellows for 2024/2025. One of my passions since medical school is writing, and I am hoping to share that passion with you. With the help of the UKFPO, I am hoping to start a project called “Humans of the Foundation Programme” where we bring together doctors to submit written articles +/- photos/artwork/music compositions (the sky is the limit!) to be published on the [UKFPO website](#). This project is inspired by “Humans of New York”, a photoblog that provides insight into communities around the world. It is my sincere hope that we too could share our stories and experiences as doctors.

The criterion for the written articles is as below:

- must be between 500-1000 words
- original work of the foundation doctor, not published before
- the theme of the article should fall under 1 of 4 categories
- Transitioning into foundation training: To provide final year UK medical students/international medical graduates a useful resource bank for transitioning into foundation training
- Sharing best practice / training opportunities: “spotlighting” great learning opportunities and good practice in your local trust/department so that we can all learn from it
- Remote and Rural: To encourage foundation doctors working in hard-to-recruit areas to share what their hospital/area has to offer with the hope of attracting more doctors to apply there
- Medical Humanities: sharing creative prose in the form of poetry, art, anecdotes, music compositions etc alongside a written description of what message/story you would like to share with others
- The content of the article must adhere to GMC Good Medical Practice guidance

Every month, 1 article from each category is selected and published. This would be announced through the monthly UKFPO bulletin. See the first post: [Humans of the Foundation Programme - The Story](#).

What is in it for you? Your work would get published on the UKFPO website and we would issue a certificate which looks great on your CV! More importantly, it is a great opportunity to showcase your talents and interests outside of work.

If you are interested, please submit your work using this form!

Mental Health Research Incubator - career development support for students

Explore opportunities and progress your mental health research career. Connect and collaborate with mental health researchers and professionals.

For more information, please visit the website below.

[Mental Health Research – Develop your career. Change lives.](#)

Enter The Royal College of Pathologists' Foundation Essay Prize – deadline 12 May 2025

The Royal College of Pathologists' [Hugh Platt Foundation Essay Prize](#) offers Foundation doctors the chance to take an in-depth look at a particular aspect of pathology through a written piece. This year's essay question centres around innovation in pathology. The deadline for entries is 23:59 on 12 May. The winner will be awarded £250, will have their essay published on our website and in the College magazine, *The Bulletin*, and will be presented with a certificate at a Royal College of Pathologists event.

This competition offers the chance to explore how pathology makes a difference to patients, as well as a unique opportunity to boost your CV ahead of applying for your specialty training.

The essay question for this year's prize is 'Pathologists often work at the cutting edge of medicine. Write about an important recent innovation in any field of pathology, and the impact it has had, or will have, on healthcare. Consider any barriers to use of your chosen innovation in frontline patient care, and possible solutions to these.'

Find out more about how to enter on our [website](#). If you have any questions about the Essay Competitions, please contact publicengagement@rcpath.org

Thank you.
Best wishes,
The Royal College of Pathologists.

NHS Learning Hub: August 2024 Update

Welcome to your [August 2024 update from the Foundation elearning programme](#)

The [Foundation elearning programme](#) covers key areas in your Foundation curriculum. It has been developed specifically for Foundation doctors by the Academy of Medical Royal Colleges in partnership with NHS England elearning for healthcare (NHSE elfh) and is approved by the UK Foundation Programme (UKFPO).

Please also look out for our posts on Twitter ([@NHSE_TEL](#))

Access the point of care tool BMJ Best Practice for free

BMJ Best Practice takes you quickly and accurately to the latest evidence-based information, whenever and wherever you need it.

Our step-by-step guidance on diagnosis, prognosis, treatment, and prevention is updated daily using robust evidence-based methodologies.

This tool is freely available to all healthcare professionals who work for the NHS in England. You can register for free here <https://www.bmj.com/company/hee/>

If your institution would like to receive further information on BMJ Best Practice, please contact Dr. Kieran Walsh, Clinical Director at BMJ. Dr. Walsh can deliver talks for Foundation Programme doctors at their training sessions or provide information on areas such as the local HEE/BMJ clinical champion scheme. Contact Dr. Kieran Walsh at kmwalsh@bmj.com.

New video resource for foundation doctors

A new video for all foundation, foundation schools and trusts, helping them to understand more about the Foundation Programme Charter, has been shared.

Please [click here](#) to launch the Foundation Programme Charter video.

Further videos including Foundation Programme Review and Self Development time can also be found [here](#)

NHS Induction Programme for International Medical Graduates - e-learning for health

The National Induction programme has been designed to ensure that all international medical graduates (IMGs) recruited to the NHS are welcomed, valued, and supported as they transition to UK clinical practice.

Please use the following link to access the programme: <https://www.e-lfh.org.uk/programmes/nhs-induction-programme-for-international-medical-graduates/>

Foundation Careers & Coaching Events Team

Careers Conversation

All foundation trainees can have an individual careers conversation with one of our career coaches which can be arranged by completing the application form at the following link:

<https://london.hee.nhs.uk/professional-support-and-development/careers-unit/apply-careers-advicecontact-us/careers-application-form>

[Self-Awareness | London \(hee.nhs.uk\)](#)

[Career Exploration | London \(hee.nhs.uk\)](#)

Please find links to revised Career Planning webpages for Foundation doctors in training containing new content, resources and videos.

[Foundation Doctors | London \(hee.nhs.uk\)](#)

All current F1/2 Doctors in London can also access up to three 1-2-1 careers appointments with experienced PSU careers consultants. Application form can be found here:

[Careers Application 2024 | London \(hee.nhs.uk\)](#)

Please note previous London foundation doctors who are taking an F3 can still access 1-2-1 PSU careers appointments up to 3 months after they complete their Foundation training

School Foundation Reps

If you wish to contact us as the Foundation School representatives, please email us.

Please see contact details for appointed London Foundations School Reps below:

Sub-Region/Group	Grade	First Name	Surname	Email Address
North East London	F1	Alisha	Kassam	alisha.kassam@nhs.net
North East London	F2	Rimsha	Khan	rimsha.khan2@nhs.net

North East London	F2	Francis	Elechi	francis.elechi@nhs.net
North Central London	F1	Kinan	Wihba	k.wihba@nhs.net
North Central London	F2	Zina	Al-Kaisy	Z.alkaisy1@nhs.net
North West London & SFP	F1	Federica	Re	federica.re1@nhs.net
North West London & SFP	F2	Melissa	Matthews	Melissa.Matthews11@nhs.net
South East London	F1	Alexander	Martindale	alexander.martindale@nhs.net
South East London	F2	John	Gillespie	john.gillespie3@nhs.net
South West London & SFP	F1	Diego	Agustín Abelleira Lastoria	diego.abelleyralastoria@stgeorges.nhs.uk
South West London	F2	Ellinor	Raby	e.raby1@nhs.net
IMG Pan London	F1	Maria	Mankarious	Maria.mankaruis@gstt.nhs.uk
IMG Pan London	F2	Nina	Seylanova	nina.seylanova@nhs.net