

## **Role Description for Champion of Supported Return to Training (SuppoRTT): Specialty/Foundation School and Trust based**

### **Summary of Role and Responsibilities**

Many postgraduate doctors will, at some point and for a variety of reasons, have a period of approved time out of training.

Time away from clinical practice may be associated with a 'skills fade' and returning to training may be a challenging process. For example, returners report concerns about their confidence and resilience, clinical confidence and opinions of their clinical colleagues. Support available for trainee returners is inconsistent and it is increasingly recognised that this may have a detrimental effect on the trainee returner and, potentially, on patient safety.

The junior doctors contract Acas agreement brought into sharp focus the need to remove any disadvantage which may potentially be experienced by those who take a period of time away from training. Health Education England is committed to the development of a programme of support for returners, consisting of a recurrently funded menu of options which reflects the diversity of this group.

Health Education LKSS is developing a SuppoRTT Programme but this may not yet be fully embedded within the workplace culture at either trainee or supervisor level.

The SuppoRTT Champion will be based in a secondary care organisation and will provide trainees and their supervisors with guidance regarding the relevant policies and available resources. They will promote the upskilling of educational supervisors to ensure the SuppoRTT process is reliably implemented. This individual will, through ongoing support and advocacy of those involved, eventually help to effect a change in workplace culture such that the SuppoRTT programme becomes fully ingrained.

**Duration:** [To be confirmed.] Subject to annual review. [SuppoRTT funding available to 31/03/2019 & likely to be extended further 12 months to 03/2020]

**Sessions/Grade:** 1PA Consultant, working in secondary care

### **Key Areas of Responsibility:**

- Provide leadership within the School/Trust to ensure that the SuppoRTT strategy is fully implemented and results in a high-quality supported return to training for all concerned; oversee supervision of all returning trainees and encourage good communication between trainee returner and educational supervisor/TPD.
- Communicate the SuppoRTT strategy and resources to TPDs, Educational Supervisors, Clinical Supervisors and trainees within their School/Trust.
- Accountable to [Heads of School/Directors of Medical Education] and report to the SuppoRTT ADs
- Provide leadership and promote communication in designated School/Trust for all returning trainees within their area which will include;
  - Ensure identification of those who plan to step out of training and ensure that pre-absence meetings occur in a timely manner and result in an appropriate plan.
  - Develop a process to ensure that those trainees whose absence is sudden and unplanned e.g. ill health, receive appropriate input at a mutually acceptable time.

- Work together with the Health Education LKSS SuppoRTT team to identify those who are due to return from training and ensure that pre -return meetings take place in a timely manner and results in a suitable return to training plan.
  - Liaise with employer HR and Rostering (medical staffing) departments to ensure that trainees who are entitled and/or may require a supernumerary period are accommodated by their employing Trust (further supported by the HEE LKSS SuppoRTT team).
  - Ensure an appropriately enhanced period of supervision/observation is agreed upon and implemented, particularly considering the needs and skills/confidence fade of each individual (It is anticipated that almost all trainees will require a period of enhanced supervision). They will liaise early with HEEYH Associate Deans where problems occur.
  - Liaise with employer HR and Rostering (medical staffing) departments dependent on the retuning situation to ensure that a returning trainee recommences full on call duties without enhanced supervision only when collated evidence suggests that this is reasonable and only after this has been agreed at the follow up meeting.
- Make sure that available SuppoRTT resources are suitably utilised and identify where additional resources may be required.
  - Collaborate with HEE LKSS in upskilling of educational supervisors and TPDs with respect to the SuppoRTT programme.
  - Provide ongoing support and guidance for educational supervisors and TPDs.
  - Where necessary, be prepared to advocate for returning trainees. This may mean acting as an alternative source of support, making referrals to occupational health or for further professional support.
  - Utilise authority to request a specific educational supervisor for returning trainees, should this be required.
  - Liaise with Health Education LKSS regarding collection of data and evaluation of the SuppoRTT programme in your School/Trust.
  - Promote and deliver the current SuppoRTT programme or Return To Training Activities (RTT-A), contribute to the design and delivery of further RTT-A's and provide input into the SuppoRTT steering group.

## **Objectives**

- Work with SuppoRTT AD and project manager to maintain the SuppoRTT database, including all relevant trainee returners and evidence of implementation of the SuppoRTT strategy.
- Evaluation of your facilitated School/Trust SuppoRTT process.
- Review of quality indicators in your School/Trust e.g. GMC NTS results.