

Foundation Interim Year 1 (FiY1) Training Operational Guide

England
Northern Ireland
Scotland
Wales

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Introduction

This document is intended to guide Foundation Interim Year 1 (FiY1) doctors in undertaking and recording training-based activities. FiY1 doctors will have received a large amount of information in the UKFPO welcome letter sent to them by their foundation school, as well as foundation-school specific information and resources from their employing trust. This document summarises the UKFPO welcome letter guidance and provides further practical information.

General guidance

- To ensure good supervision, ideally FiY1 doctors should work day shifts only (for example, between 0700-2100).
- Any local education provider (LEP) receiving FiY1 doctors must ensure the following
 - Half-day induction
 - A named Clinical Supervisor (CS) for each FiY1 doctor, who will provide support for the doctor and will be able to complete a clinical supervisor report at the end of the working period
- As with all grades of training, FiY1 doctors must not be asked to work beyond their competence and must have appropriate supervision at all times.

Foundation learning resources

FiY1 doctors must complete a number of e-learning courses before or shortly after commencing their FiY1 placement. Some of these will vary depending on which nation FiY1 doctors are working in. Foundation schools have sent guidance to all incoming FiY1 doctors.

- (UK-wide) E-Learning for Health (e-LfH) “Foundation Fast Track (FiY1)” e-learning:
 1. Statutory and Mandatory Training (SMT) - required for all healthcare workers before they commence
 2. Doctors in Training Induction (DIT)
 3. Some elements of the foundation programme e-learning thought to be most relevant prior to starting:

- a. Professional capabilities 9: Recognises, assesses and initiates management of the acutely ill patient
- b. Professional capabilities 11: Obtains history, performs clinical examination, formulates differential diagnosis and management
- c. Professional capabilities 13: Prescribes safely
- Northern Ireland only: [Training Tracker](#)
- Scotland only: [Learning in Foundation Training \(LIFT\)](#)
- Other e-learning resources are available free of charge:
 - E-LfH
 - Foundation Programme (<https://www.e-lfh.org.uk/programmes/foundation-programme/>)
 - COVID-19 Programme (<https://portal.e-lfh.org.uk/Component/Details/604722>)
 - SCRIPT (<https://www.safeprescriber.org/>)
 - BMJ (<https://bestpractice.bmj.com/>)
 - WHO resources (<https://www.who.int/teams/risk-communication/health-sector>)
 - Your foundation school will advise you of any further resources you may find helpful which are specific to your area/nation.

The foundation e-portfolio

General guidance

All FiY1 doctors have access to an e-portfolio (further information on the [UKFPO website](#))

- FiY1 placements are labelled as such in the e-portfolio and (if applicable) will form part of the doctor's Foundation Year 1 (FY1) rotation (which will last from April/May 2020 until August 2021 for the majority)
- FiY1 doctors are allocated a CS in their e-portfolio by their LEP administrator. In some cases an Educational Supervisor (ES) may also be allocated.
- The [CS end of placement report](#) will be completed in the FiY1 doctor's e-portfolio
 - This is to record the overall performance of the FiY1 doctor and provide advice and guidance for future placements
 - No other e-portfolio content is mandated
- FiY1s are, however, encouraged to populate their e-portfolio with some other content (further information available content is on the [UKFPO website](#)), for example
 - Supervised Learning Events (SLEs)
 - Reflections
 - E-learning
- Activities undertaken as part of the FiY1 experience count towards FY1 training progression (if the doctor is undertaking FY1), although not in terms of the time component of the foundation curriculum.
 - This means that FiY1 doctors you can collect evidence in their e-portfolio that can be used towards their FY1 ARCP in June 2021, but they will still need to complete a full 12 months (pro-rata) in a formal FY1 programme (August 2020 - August 2021 for most).
- It is not obligatory for FiY1 doctors to formally record evidence in their e-portfolio of having met the requirements of the curriculum during this time as a FiY1 doctor.

Guidance for doctors changing e-portfolios FiY1 to FY1

Doctors undertaking FiY1 in England and FY1 in either Northern Ireland, Scotland or Wales, and vice versa, will use a different e-portfolio for their FiY1 than for their FY1. "Horus ePortfolio"

is used in England and “Turas Training Portfolio” is used in Northern Ireland, Scotland and Wales.

- To carry FiY1 content with them to FY1, doctors in this position are advised to download content from their FiY1 e-portfolio and upload it into their FY1 e-portfolio.
 - User guides are available for both e-portfolios
- We suggest the following convention, to aid FY1 supervisors and ARCP panels to review any content created during FiY1, should the relevant doctor submit such evidence:
 - Download FiY1 completed content as separate pdf files from FiY1 e-portfolio
 - Upload each file to an “Additional Achievement”/“Achievement” form-type (Horus/Turas)
 - Specifically, the ‘Course / seminar / other learning attended’/‘Courses And Seminars Attended’ version of this form-type (Horus/Turas)
 - Title each new form appropriately, for example
 - “CS end of placement report from FiY1”
 - “Mini-CEX from FiY1”
 - Alternatively, you can group FiY1 forms by uploading each type (if you have more than one) to the same FY1 “Achievement” form. You may wish to do this for FiY1 content you don’t want to submit as part of your FY1 ARCP but do want to keep a record of. If you do this:
 - list clearly in the description how many FiY1 forms of that type have been attached;
 - note that you may not be able to use this for FY1 curriculum mapping (as evidence used in this way needs to be one specific piece, clearly targeted at the foundation professional capability).

ARCP

FiY1 doctors will not have an ARCP before they commence FY1 training in August 2020. The majority, if not all, FiY1 doctors (who start FY1 in August 2020) will have their first ARCP in June 2021, as per the standard ARCP process (further information on the [UKFPO website](#)).

- FiY1 doctors should not complete a Form R (does not apply to Scotland).
- Anyone who has undertaken a FiY1 placement and continues into an FY1 rotation in August 2020 must declare their FiY1 placement on their FY1 Form R in advance of their ARCP in 2021 (except in Scotland, where the SOAR process doesn’t apply to FY1s).
- FiY1 doctors who undertake an FY1 starting in August 2020 should expect to finish their FY1 training in August 2021 (if working full time).

Key contacts

Foundation Interim Year 1 doctors are advised to speak with their LEP administrator or postgraduate centre team as a first point of contact for advice on their training arrangements. LEP administrators/postgraduate centre teams should speak with their local foundation school team.

UK Foundation Programme useful links

- Impact of COVID-19 on the UK FP 2020: <https://foundationprogramme.nhs.uk/covid-19/>
- Curriculum information: <https://foundationprogramme.nhs.uk/curriculum/>
 - [Online FP Curriculum 2016](#)
 - [FP Curriculum 2019 Resource Guide](#)