



# Annual Quality Report

## 2017 – 18

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## Foreword

Quality is at the heart of the agenda of every member of our team, regardless of the role they carry out within NIMDTA. A key priority for everyone is to focus on continually improving the quality of our services to doctors and dentists in all of our programmes, in GP appraisal and in continuing education. The overall aims are to improve patient care and to develop a future medical and dental workforce which is equipped with the range of skills and expertise they require to deliver services which will meet the needs of our population. This requires us to focus, not only on developing high level clinical skills, but also on equipping doctors and dentists with expertise in clinical leadership, team-working, research and the delivery of sustainable improvements.

These aims can only be achieved with the support of our partners who, on a day-to-day basis strive to deliver high quality training which is consistent with the requirements of our Regulatory Bodies. In conjunction with the DoH, the five HSC Trusts, the Public Health Agency, General Medical Practices and General Dental Practices we have continued to further develop our quality management processes to ensure that high standards are consistently achieved and that best practice is reflected across training programmes in a wide range of specialties and sub-specialties.

Whilst we remain fully committed to an ethos of continuous improvement, there are factors which, although largely outside of our control, have a direct impact on our services. The most significant of these is the shortfall in the number of new medical graduates entering our programmes at Foundation level and then continuing on into GP and specialty training programmes. These shortfalls inevitably result in vacancies, which have implications for current service delivery as well as for our future medical labour force. Delay in reconfiguring services impedes progress in the improvement of training placement quality.

We have performed well in the delivery of our strategic and operational outcomes, despite the many challenges and additional demands. Of course, there are even greater challenges ahead and we cannot, therefore, be complacent. However, we are confident that we have the expertise at every level to enable us to deal with these effectively, as we strive to make both NIMDTA and, indeed Northern Ireland, attractive as the place new medical and dental graduates would want to live, learn and have a successful and long-term career.

The following outcomes have been of particular note during 2017-18:

- Launch of the VALUED Strategy to attract, welcome, develop and support medical and dental trainees;

- Outcomes from the GMC's 2018 National Training Survey (1<sup>st</sup> place in the UK compared with other UK countries in 11 of the 18 indicators, 2<sup>nd</sup> place in a further 5 indicators and 3<sup>rd</sup> place in the remaining 2 indicators);
- Introduction of the Trainee Ambassadors' Programme;
- Progressive extension of the availability of mentoring;
- Implementation of the Time to Train Initiative and the STATUS Recognised Trainer Development programmes; and
- Provision of enhanced training for our Education Management staff.

Many benefits continue to arise as a result of our staff engagement and well-being programmes and there is clear evidence that staff members feel valued for both their commitment and the quality of the work that they do on our behalf and that they see NIMDTA as an attractive place to work.



Mr Alistair Joynes  
Chair



Professor Keith Gardiner  
Postgraduate Medical Dean/Chief Executive

# 1<sup>ST</sup>

Across the UK in 11 of 18 measures of training quality in the National Training Survey [second in a further five]

# 1,592

Doctors in training in hospital placements across Foundation, GP & Specialty Training

# 54

Dental Trainees allocated to Foundation and Core Training Programmes

# 100%

of Key Performance Indicators achieved on our Corporate Scorecard

# 66

Training days delivered across the Foundation Generic Skills Programme completed by 237 F2s

# £62m

Budget delivered within DoH breakeven target [0.25% Target = 0.04% Actual]



# 137

New referrals seen by our Professional Support Team

# 1,585

General Practitioners appraised in Northern Ireland by our 58 GP Appraisers

# 2,087

Training opportunities taken up by Dentists & Dental Care Practitioners through our continuing education programme

# 1,177

Hospital Trainers completed STATUS: Recognition of Trainers Programme by March 2018

# 8

NIMDTA Managers achieved an ILM Level 5 Qualification in Management

# 1<sup>ST</sup>

Across the UK in GP Specialty examination success

## The Role of NIMDTA

The Northern Ireland Medical and Dental Training Agency (NIMDTA) is an Arm's Length Body sponsored by the Department of Health (DoH) to train postgraduate medical and dental professionals for Northern Ireland. NIMDTA seeks to serve the government, public and patients of Northern Ireland by providing specialist advice, listening to local needs and having the agility to respond to regional requirements.

NIMDTA commissions, promotes and oversees postgraduate medical and dental education and training throughout Northern Ireland. Its role is to attract and appoint individuals of the highest calibre to recognised training posts and programmes to ensure the provision of a highly competent medical and dental workforce with the essential skills to meet the changing needs of the population and health and social care in Northern Ireland.

NIMDTA organises and delivers the recruitment, selection and allocation of doctors and dentists to foundation, core and specialty training programmes and rigorously assesses their performance through annual review and appraisal. NIMDTA manages the quality of postgraduate medical and dental education in HSC Trusts and in general medical and dental practices through learning and development agreements, the receipt of reports, regular meetings, trainee surveys and inspection visits. It works in close partnership with local education providers to ensure that the training and supervision of trainees support the delivery of high quality safe patient care.

NIMDTA recognises and trains clinical and educational supervisors and selects, appoints, trains and develops educational leaders for foundation, core and specialty medical and dental training programmes throughout NI.

NIMDTA is accountable to the General Medical Council (GMC) for ensuring that the standards set by the GMC for medical training, educational structures and processes are achieved. The Postgraduate Medical Dean, as the 'Responsible Officer' for doctors in training, has a statutory role in making recommendations to the GMC to support the revalidation of trainees. Revalidation is the process by which the GMC confirms that doctors are up to date and fit to practise. NIMDTA also works to the standards in the COPDEND framework for the quality development of postgraduate dental training in the UK.

NIMDTA enhances the standard and safety of patient care through the organisation and delivery of relevant and valued career development for general medical and dental practitioners and dental care professionals. It also supports the career development of general medical practitioners and the requirements for revalidation through the management and delivery of GP appraisal.

NIMDTA aims to use the resources provided to it efficiently, effectively and innovatively. NIMDTA's approach to training is that trainees, trainers and educators should put patients first, should strive for excellence and should be strongly supported in their roles.



## Explanation of Quality Reports

The 'Health and Personal Social Services' (Quality, Improvement and Regulation)(Northern Ireland) Order 2003 introduced a Statutory **Duty of Quality** on the Health and Social Care Board and Trusts. This meant that each HSC organisation has a legal responsibility to ensure that the care that it provides must meet a required standard.

**Quality Standards** for HSC in Northern Ireland were formally launched on 14 March 2006 and delineated five key quality themes:

- Corporate leadership and accountability of organisations;
- Safe and effective care;
- Accessible, flexible and responsive services;
- Promoting, protecting and improving health and social wellbeing; and
- Effective communication and information.

The Quality 2020 Strategy which was designed to protect and improve quality of health and social care in Northern Ireland was launched in 2011. The purpose of **Quality 2020** was to create a strategic framework and plan of action that would protect and improve quality and therefore patient safety over a ten year period.

The vision of **Quality 2020** was for HSC *“to be recognised internationally, but especially by the people of Northern Ireland, as a leader for excellence in health and social care.”*

Quality 2020 has five **Strategic Goals**:

- Transforming the Culture;
- Strengthening the Workforce;
- Measuring the Improvement;
- Raising the Standards; and
- Integrating the Care.

Objective four of the Quality 2020 Strategy placed a requirement on each HSC organisation to produce a **Quality Report** every year. The aim of these Quality Reports is to increase accountability of the HSC organisations against the Duty of Quality that HSC organisations are required by law to meet.

Quality Reports are required to state clearly the progress made in each organisation toward meeting the goals of the strategy and also to comment on the improvement made to the quality of services commissioned, delivered or promoted within the previous twelve months by that organisation.

NIMDTA recognises the vital role that postgraduate medical and dental education and training plays in ensuring patient safety and enhancing patient care. The **Annual Quality Report 2017-18** sets out what NIMDTA has done to support Quality 2020 under each of the five **Quality 2020 Strategic Goals**.

## Goal 1: Transforming the Culture

**Quality 2020 Aim:** *We will make achieving high quality the top priority at all levels in Health and Social Care. We will promote and encourage partnerships between staff, patients, clients and carers to support decision making.*

### NIMDTA Board

The NIMDTA Board is responsible for the strategic direction and control of NIMDTA's activities and comprises a non-executive Chair and five non-executive members (three lay members, one medical practitioner and one dental practitioner). The Board delegates specific areas of work to its three sub-committees (Audit, Governance and Risk, Remuneration) as well as to Senior Management Committee (SMC).

The Audit Sub-Committee supports the Board by providing an independent and objective review of financial systems and information, the adequacy and effectiveness of the systems of internal control, as well as compliance with the law and appropriate guidance.

The Governance and Risk Sub-Committee supports the Board by providing oversight of NIMDTA's corporate governance framework. This Committee seeks to ensure that processes and governance structures are in place to effectively monitor risks and provide high quality training.



**NIMDTA Board 2017-18**

*Back row (left to right): Mr Derek Maguire, Mr Lee Wilson and Mr Garry Mc Kenna. Front row (left to right) Dr Janet Little OBE, Mr Alistair Joynes (Chair) and Mr Deane Morrice MBE.*

The Remuneration Sub-Committee supports the Board by considering issues in relation to the remuneration of senior managers.

The Board receives reports from members of SMC on the quality of training delivered by each of NIMDTA's five education departments (Dentistry, Foundation, Hospital Specialty, General Practice and Cross-departmental Education Management) as well as on the quality of performance of NIMDTA's three business support departments (Business Management, Corporate Services and Professional Support).

Board members play a key role in transforming the culture through their commitment and their sustained interest in delivering high quality services in all aspects of work which is evidenced by their attendance at staff briefings, joint workshops with senior members of staff, support of educational events (Annual Foundation Induction Day, Clinical Education Day and Educational Excellence Day), meetings with distinguished visitors, participating on interview panels for senior staff appointments in addition to their work at Board and associated sub-committee meetings.

### **NIMDTA Senior Management Committee**

SMC supports the Board through the provision of operational oversight of NIMDTA and the delivery of its services. The delivery of postgraduate education and training to doctors and dentists by NIMDTA is primarily carried out by four educational departments – Dentistry, General Practice, Foundation, Hospital Specialty supported by the cross-departmental Education Management team. These five departments are supported by a further three business departments – Business Management, Corporate Services and Professional Support.

NIMDTA has established a number of internal cross-departmental groups that work to ensure that specific areas of NIMDTA's services are delivered consistently across departments, that learning is shared amongst key individuals and that peer support is available.

The Quality Agenda is embedded within the workstreams of SMC and its sub-committees and is a responsibility of all educator and education management staff.

NIMDTA's Quality Management Group (QMG) is a cross-departmental group which monitors and assesses the delivery of postgraduate medical and dental education and training against national standards. The GMC's Quality Assurance Framework outlines the responsibility of NIMDTA as a Deanery for the quality management of postgraduate medical training.

The aims of QMG are to ensure that standards required by regulatory bodies are met by promoting and sharing good practice across all specialties, enhancing the training of trainers, improving the quality of curriculum delivery in all specialties, removing obstacles to

postgraduate medical education and training, and developing the resources and infrastructure of postgraduate medical education and training.

### NIMDTA Reports

NIMDTA reports to DoH through monthly, quarterly, mid-year and annual reports. These are reviewed at ground clearing and accountability meetings at mid and end of year. NIMDTA is accountable to the GMC for ensuring that the GMC standards for postgraduate medical training (Promoting Excellence) are achieved in NI (Online Dean’s Report to the GMC). NIMDTA is also required to respond to GMC queries, results of GMC National Training Surveys (NTS) and other educational metrics (examination success, annual reviews of progress of trainees, success at recruitment into specialty training).

### Good Practice

Good practice, areas for improvement and areas of concern are identified through reports from Local Educational Providers (LEPs) and specialty training programmes, visits to educational units and from surveys of trainees. NIMDTA has a variety of opportunities to share good practice.

#### Nationally:

Conference of Postgraduate Medical Deans (COPMeD);  
 Committee of Postgraduate Dental Deans and Directors (COPDEND);  
 Committee of General Practice Education Directors (CoGPED);  
 Online Dean’s Reports to the GMC;  
 NIMDTA reports to Royal Colleges and Faculties;  
 and  
 Academy of Medical Royal Colleges’ Education Committee (AoMRC).

#### Regionally:

DoH Responsible Officer Forum (regarding revalidation);  
 DoH Medical Leaders’ Forum (clinical service-medical education interactions);  
 Public Health Agency (PHA) Medical Directors Group (clinical service-medical education interactions);

Medical Leaders Forum 23 <sup>rd</sup> April 2018 1.00- 4.00pm D2 Lecture Theatre, Castle Buildings		
AGENDA		
PART I	STRATEGIC ISSUES	
	Items	Papers
	1. Update on Medicines Optimisation Regional Efficiency (MORE) Programme Cathy Harrison	
	2. Provision of medical evidence to support criminal cases Lynn Carlin (PPS) / Chief Inspector Mike Kirby (PSNI)	10/2018
	3. Delivering Together Dr Michael McBride / Dr Paddy Woods	
	4. The use of Professional Clinical Analysis Tool (PCAT) to improve rota design for doctors in training Professor Keith Gardiner	11/2018


Northern Ireland Health and Social Care Postgraduate Education Forum;  
 NIMDTA Lead Educator Forum;  
 Developing Excellence in Medical Education Conference (DEMEC); and  
 HSC Postgraduate Medical Education Forum.

**Medical Leaders Forum**  
 4<sup>th</sup> September 2017 12.30- 4.00pm  
 D2 Lecture Theatre, Castle Buildings

**AGENDA**

PART I	STRATEGIC ISSUES	
Items		Papers
1. Delivering Together Dr Michael McBride / Dr Paddy Woods		
2. RQIA Hospital Inspection Programme – medical peer inspectors Dr Lourda Geoghegan		24/2017
3. RQIA Audits & Guidelines (previously GAIN) Dr Lourda Geoghegan		25/2017
4. RQIA Audit of the Implementation of the Regional Policy for the Identification and Labelling of Invasive Lines and Tubes Dr Paddy Woods		
5. SAI Survey - Doctors in Training Professor Keith Gardiner & Dr Lorraine Bouzan		26/2017

Agenda



**MEETING:** Specialty Lead Educators Forum Agenda with notes to be read with PPT slides

**DATE:** Wednesday 28<sup>th</sup> March 2018

**TIME:** 9.00 am

**VENUE:** Boardroom, Beechill House, NIMDTA

Presentations on: Trainee Ambassadors  
 Rachel Campbell Palliative Care trainee and ADEPT Fellow  
 Umberto Pisano Radiology trainee and Trainee Ambassador – Academic Network


- 1 New appointments – as shown in slides
- 2 Chairman's Business

The success and good practice of NIMDTA Educators and trainees is acknowledged on the website, in the Lead Educator Newsletters and in Trainee Newsletters.

There are trainee newsletters for Foundation, GP, Core Medicine, Paediatric and Hospital Specialty trainees. The Foundation Newsletter has been issued weekly since August 2014.

*NIMDTA- Enhancing Patient Care through Training*

**Welcome to the Foundation Weekly Update # 188**      **Friday 2 March 2018**



Please be advised of the following in regard to Oriel compatibility with different web browsers. This has changed since publication of the current UKFP 2018 Applicants' Handbook. The Oriel applicant portal is *compatible* with Internet Explorer 11, Safari 7+, Google Chrome 30+, Firefox 24+ and Edge. You are advised to use one of these browsers when using the website and preferably the most up to date version. The system is *not compatible* with Internet Explorer 7 - 10.

NIMDTA issues Lead Educator and Recognised Trainer Newsletters to welcome new educators and recognised trainers, announce forthcoming training events for educators and trainers, celebrate good practice and achievements and to highlight changes in guidance and policies. NIMDTA also produces a newsletter for NIMDTA Alumni, informing them of training and leadership opportunities.



#### NIMDTA Alumnus Newsletter

The Alumnus Newsletter and Network aims to offer former NIMDTA trainees, trainers and educators the opportunity to keep connected and engaged with peers and NIMDTA following their involvement in training.

The biannual newsletter will share updates in relation to former trainees, new training opportunities and the opportunity to remain engaged with training by becoming a clinical facilitator, trainer or educator.

Alumnus Network



#### Events

Over the last few months, NIMDTA has hosted many events, including an Achieving Recognition Day on 1 February 2018, where trainers could access training in all essential courses in one day. This event was open to all Educational and Clinical Supervisors to facilitate them in achieving the

## Lead Educators' Newsletter

January 2018  
Edition 19

#### Contents:

- [Trainee and Trainer Roadshows](#)
- [NIMDTA Annual Trust meetings](#)
  - [ADEPT](#)
  - [Deloitte Report recognises Valued Strategy](#)
  - [Trainee Success](#)
  - [O+G UK ranking](#)
- [Advice for Reflective Practice](#)
- [Psychiatry Education in NI](#)
- [NI Simulation and Human Factor Conference](#)
- [Professional Support Annual Meeting](#)
- [NIMDTA Exam Preparation Workshop](#)
- [Lead Educator Absence Policy](#)
- [FMLM BMJ Leader Article](#)
  - [GMC Update](#)
  - [Newsletter Survey](#)
  - [New appointments](#)
  - [Positions being recruited](#)
  - [Dates for Diary](#)

#### Trainee and Trainer Roadshows



#### Trainee Roadshow Pilot in Ulster Hospital

NIMDTA launched the first Trainee Roadshow in the Ulster Hospital on 14<sup>th</sup> November 2017. This provided an opportunity for trainees to meet with NIMDTA staff and discuss training issues. Further Trainee Roadshows are planned in 2018.

#### Trainer Roadshow planned in Ulster Hospital

Trainers are invited to attend this pilot event for trainers which will be held in the Ulster Hospital on Thursday 18<sup>th</sup> January 2018. NIMDTA staff will be available between 10 am and 2pm in the Oasis Restaurant in the Ulster Hospital. The aim is to explore the needs of trainers, communicate details on courses and opportunities for trainers and trainees.

## Involvement of NIMDTA Staff

NIMDTA's SMC is keen to listen to staff views, and facilitates this through workshops, briefings and staff satisfaction surveys. In 2017-18 staff workshops concentrated on the HSC Collective Leadership Strategy, Strategic and Business planning, Staff Development planning and areas of good practice in each of our departments. There is also a monthly Staff Update Newsletter. Our Middle Managers undertook an ILM Level 5 Leadership Programme at the HSC Leadership Centre which involved undertaking a Quality Improvement project. Each participant has successfully completed this programme.

**NIMDTA Staff Update March 2018**
**19<sup>th</sup> Edition**

Dear Everyone

At the very end of January, Sir John O'Hara QC released his report on The Inquiry into Hyponatraemia-related Deaths (<http://www.ihrdni.org/Full-Report.pdf>).

This inquiry was established in November 2004, by Angela Smith who was at that time Northern Ireland's direct rule health minister, to investigate the circumstances of the deaths of three children in hospitals in Northern Ireland where hyponatraemia (a low concentration of sodium in the bloodstream) was considered a major factor in their deaths. The work of the Inquiry was delayed to permit the PSNI to investigate the three deaths. Subsequently the work of the inquiry was expanded to include certain aspects of the death of two other children.

**The Inquiry into  
Hyponatraemia-related  
Deaths**

Report  
January 2018

**Agenda**

**MEETING:** Postgraduate Medical Education Forum Videoconference  
**DATE:** Monday 20 November 2017  
**TIME:** 12.30pm – 1.30pm (followed by Recognition of Trainers Workshop)  
**VENUE:** Dr Claire Loughrey's Office, NIMDTA

- 1 Apologies
- 2 Minutes of Previous Meeting – 24 June 2016 and DME Email Update December 2016 (attached)
- 3 Matters Arising
- 4 GMC 2017 Regional Visit
- 5 Annual Trust Reviews
  - Learning and Development Agreement
  - LEP Quality Reports
  - GMC Site Approval
- 6 NIMDTA Visit Grading Process and Escalation Policy (attached)  
(for training posts based in Secondary Care in the Northern Ireland Deanery)
- 7 Guide for Educators: Trainees Requiring Additional Support (attached)
- 8 Draft Guidance: Cross cover by doctors in training in response to exceptional service pressures (attached)
- 9 Trainee Engagement
  - BMI Career Fair
  - Welcome Evenings for New Trainees
  - NIMDTA Roadshows
  - Mentoring
- 10 Opportunities
  - ADEPT Clinical Leadership Fellows – August 2018
  - Clinical Academic Training Programme
- 11 Deanery Events
- 12 Study leave Guidelines
- 13 Lead Employer
- 14 Any Other Business
- 15 Date of Next Meeting

**Agenda**

**MEETING:** Faculty Development Group  
**DATE:** Friday 23 February 2018  
**TIME:** 11.00 am – 1.30 pm  
**VENUE:** Beechill Room, NIMDTA

- 1 Apologies:  
 Prof Keith Gardiner  
 Ms Denise Hughes  
 Mrs Roisin Campbell  
 Ms Alison Johnston  
 Dr Mairead Boohan  
 Dr Una Carabine  
 Dr Lorraine Parks
- 2 Quorum Requirements
- 3 Declarations of Conflict of Interest
- 4 Minutes of Previous Meeting – 15<sup>th</sup> December 2017
- 5 Matters Arising
- 6 Feedback Summary of Training Courses
- 7 Training Courses – Future
 

Course	Venue	Date
• Level 1: Teaching the Teacher	NIMDTA	16 March 2018, 9.30am-12.30pm, Boardroom 19 April 2018, 9.30am-12.30pm, Boardroom 03 May 2018, 9.30am-12.30pm, Boardroom
• Level 1: Supervisory Skills	NIMDTA	16 March 2018, 1.30pm-4.30pm, Boardroom 19 April 2018, 1.30pm-4.30pm, Boardroom 03 May 2018, 1.30pm-4.30pm, Boardroom
• Level 1: Trainee Support	NIMDTA	02 May 2018, 9.30am-12.30pm, Beechill Room 09 May 2018, 9.30am-12.30pm, Boardroom 23 May 2018, 9.30am-12.30pm, Beechill Room
• Level 2: Teaching the Teacher (Advanced Presentation Skills)	NIMDTA	05 March 2018, 9.15am-12.30pm, Boardroom 04 April 2018, 9.15am-12.30pm, Boardroom 14 May 2018, 9.15am-12.30pm, Boardroom
• Level 2: Supervisory Skills (Supervisory a QI Project)	NIMDTA	05 March 2018, 1.30pm-4.30pm, Boardroom 14 May 2018, 1.30pm-4.30pm, Boardroom
• Level 2: Trainee Support (Management of Trainees Requiring Support)	NIMDTA	02 May 2018, 1.30pm-5.00pm, Beechill Room 09 May 2018, 1.30pm-5.00pm, Boardroom 23 May 2018, 1.30pm-5.00pm, Beechill Room
• Recruitment & Selection (inc. E&D)	NIMDTA	27 March 2018, 9.30am -12.30pm, Beechill Room 29 March 2018, 9.30am -12.30pm, Beechill Room
• Clinical Education Day	Riddell	25 October 2018



## Engagement with DoH and External Bodies

In addition to the formal DoH groups that NIMDTA is involved in, we have quarterly sponsorship meetings with the Workforce Policy Directorate and the Postgraduate Medical Dean has quarterly meetings with the Chief Medical Officer (CMO). During 2017-18, we hosted visits by DoH Director of Workforce Policy (May 2017), Postgraduate Medical Dean and team from the Wales Deanery (September 2017) and the CMO (December 2017).

NIMDTA Educators and Education Management Senior Managers attended the Developing Excellence in Medical Education Conference (DEMEC) in Manchester in November 2017 where a workshop was delivered on NIMDTA's **VALUED Strategy**.

NIMDTA's Postgraduate Medical Dean, at the request of DoH, chaired The Northern Ireland Medical School Places Review, commencing in December 2017.

During 2017-18 NIMDTA promoted engagement with Recognised Trainers through running an Achieving Recognition day in February 2018. The Cross Departmental Education Management team, have been further engaging with recognised trainers at a number of 'Trainer Roadshows'. These roadshow are 'pop-up' events in local units and are designed to engage trainers, listen to their ideas and concerns and use these to inform change.

Mrs Myra Weir, Director of Human Resources in South Eastern Trust, addressed staff in January 2018 on the HSC **Collective Leadership Strategy** that had been launched by NI Health and Social Care.

### Next Year NIMDTA will

1. Continue to engage with **Senior Educators and Education Management staff** members based at NIMDTA during 2018-19 through staff update newsletters, staff engagement events, staff workshops, health and wellbeing events and staff training sessions (Induction; Appraisal Training; Interview Skills; Being an Ambassador for NIMDTA). This engagement will be strengthened during 2018-19 through the establishment of a Staff Engagement Group.
2. Promote engagement with **Lead Educators** in 2018-19 through the Lead Educators' Forum, flagship educational events (Annual Clinical Education Day; Annual Professional Support Day; NI Simulation and Human Factors Network Conference - NISHFN), induction events and skills workshops (Leadership; Facilitation; Chair).
3. Engage with **Recognised Trainers** to enhance training, opportunities and outcomes through trainer roadshows, trainer newsletters, educational events and newsletters.

4. Promote engagement with **Trainees** during 2018-19 through welcome evenings, roadshow events, trainee newsletters, website, social media, trainee representatives, the trainee forum and flagship trainee events (Educational Excellence Day; Trainee Research Day; Next Steps – Career Events; NI Simulation and Human Factors Network Conference). This engagement will be strengthened during 2018-19 with the continued growth of the Trainee Ambassador Programme, trainee engagement events on HSC Trust sites and organisation of social events for trainees new to Northern Ireland.
5. Maintain engagement with **former trainees and educators** during 2018-19 through Alumnus Network newsletter published twice yearly.
6. **Work collaboratively** with other health care education bodies in NI during 2018-19 through the continued involvement in the NI HSC Postgraduate Education Forum.
7. In May 2018, NIMDTA Educators and Senior Managers will attend the **NHS Education for Scotland (NES) Conference**, at which a number of poster presentations will be delivered.
8. In November 2018, NIMDTA Educators will attend and present at the **Leaders in Healthcare Conference**.
9. Collaboratively work and **engage with national educational committees** including COPMeD, COPDEND, CoGPED, Senior Managers Forums, AoMRC Education Committee and their sub-groups.
10. **NIMDTA Middle Managers** will present their ILM Level 5 Quality Improvement Projects at a Staff Engagement Event on Wednesday 19 September 2018, where they will receive their certificates for successfully completing the programme.

## Goal 2: Strengthening the Workforce

**Quality 2020 Aim:** *We will provide the right education, training and support to deliver high quality service. We will develop leadership skills at all levels and empower staff to take decisions and make changes.*

In addition to NIMDTA's roles in the recruiting and allocating of trainees, overseeing and managing the training delivered to doctors and dentists in training in educational units, assessing trainee progress, revalidating trainees and recognising Clinical and Educational Supervisors in educational units, NIMDTA has responsibilities for providing formal education to trainees and for training and developing its own staff. NIMDTA's activities in the training and development of these different groups are described below.

### Development of NIMDTA Board

The NIMDTA Board has a programme of development workshops each year. During 2017-18 workshops were held on General Data Protection Regulation (GDPR) (31 August 2017), 204 Field Hospital delivered a workshop on The Army Leadership Code and Desktop Strategic Planning (26 October 2017), Dr Michael McBride, CMO for Northern Ireland, delivered a workshop on the Transformation Agenda (20 December 2017), Mrs Myra Weir addressed the Board and Staff on the HSC Collective Leadership Strategy (4 January 2018) and NIMDTA hosted a visit from Mr Martin Dillon, CEO of the Belfast Health & Social Care Trust (22 February 2018).




In addition, Board members attend two staff engagement events each year at which a randomised coffee trial is used in an informal setting allowing staff to network, engage and ask questions (29 June 2017 and 20 December 2017).

NIMDTA Board members are very supportive of and attend many NIMDTA educational events for trainees (Medical Foundation Induction 27 July 2017, Educational Excellence Day 14 June 2017 and for educators, Clinical Education Day 22 September 2017) as well as attending other educational workshops.

## Senior Management Committee

In addition to invitations to attend the Board workshops, the NIMDTA SMC had away days together in June 2017, October 2017, and February 2018.



**Senior Management Committee  
Strategic Planning Away Day  
Monday 12 February 2018**

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**Venue** Boardroom, HSC Leadership Centre

**Attendees** Paula Black, Angela Carragher, Keith Gardiner, Denise Hughes, Claire Loughrey, Mark McCarey, Ian Steele

**Apologies** Brid Hendron, Roisin Campbell  
**Deputising** Elaine Fugard  
**Administration** Karen McIlvenny

*This Strategic Planning Away Day will follow the regular Monday morning SMC meeting 8.30 -9.30 which will also be held in the Board Room, HSC Leadership Centre*

**Programme**


Timing	Content	Location
9.30 – 10.30	Strategic Plan – What is Missing I? Consideration of Regional issues/developments incl. (a) HSC Leadership Strategy (b) HSC Workforce Plan (c) O’Hara report recommendations (d) BHSCT Corporate Plan	Boardroom
10.45 - 12.15	Strategic Plan – What is Missing II? Consideration of national issues/developments incl. (a) Facing the Facts, Shaping the Future (b) GMC, GDC (c) UKFPO, COPMED, COPDEND (d) Brexit	Boardroom
12.45 – 14.30	Review of Progress on Implementation of Strategic Plan (a) What is progressing (b) What is not progressing and why a. Implications b. Re-evaluation	Boardroom
14.45- 16.30	Organisation-wide and department- specific Strategic Priorities for 2018/19 (a) Priority setting (b) Barriers (c) Enablers	Boardroom

## Development of NIMDTA Educators

The primary role of NIMDTA is to ensure that postgraduate medical and dental trainees receive high quality education and training and are therefore able to deliver high quality care to their patients. To ensure that this happens, NIMDTA needs to equip, develop and inspire trainers, programme leaders and senior educators.

NIMDTA's Faculty Development Group (FDG) organises, delivers and reviews training events for Lay Representatives, Recognised Trainers, Lead Educators and Senior Educators. There are a wide range of events delivered each year targeted at the training needs of NIMDTA's educators.

The flagship event each year is the Clinical Education Day which was held on 22 September 2017 in conjunction with the Centre for Medical Education, Queen's University of Belfast.

Clinical Education Day Friday 22 September 2017 Riddell Hall, QUB		
<b>Deliver, Shape, Enhance and Lead</b>		
08:45 – 09:10	Registration	
09:10 – 09:20	Welcome	Professor Pascal McKeown Acting Dean, School of Medicine, Dentistry and Biomedical Science (QUB)
09:20 – 09:55	Key Note Address <b>Health and Wellbeing 2026: Delivering Together</b>	Dr Michael McBride Chief Medical Officer Department of Health Chair: Professor Keith Gardiner
10:00 – 11:00		Workshop Session Part 1
Workshop 1	Shifting the Balance: A Better, Fairer System of Dental Regulation	Ms Katherine McGirr Policy Manager General Dental Council Chair: Ms Brid Hendon
Workshop 2	ARCP Workshop	Dr Ian Sheehy, Director Hospital Specialty Training (NIMDTA) Dr Anita Smyth, Deputy Director Hospital Specialty Training (NIMDTA)
Workshop 3	What Does Good Support Look Like?	Dr Camille Harries, Associate Dean for Careers and Professional Support (NIMDTA) Dr Mark Herbinson, Clinical Senior Lecturer Centre for Medical Education (QUB)
Workshop 4	GMC Update	Dr Colin McNeill Director of Education and Standards (GMC) Chair: Dr Claire Loughrey
Workshop 5	Listening to Concerns – Wales Experience	Professor Peter Donnelly Postgraduate Medical Dean, Wales Deansery Dr Helen Baker Associate Director, Secondary Care, Wales Deansery Chair: Dr Richard Tubman
11:05 – 11:20	Coffee, Tea and Networking	
11:20 – 12:50	Symposium <b>Technology Enhanced Learning</b>	Professor Max Watson – Project ECHO Programme Director, Hospice UK Dr Tom Lynch – Head of Nuclear Medicine, NI Cancer Centre Ms Claire Thomson – E-learning Developer, QUB Miss Lorna Dyball – Clinical Teaching Fellow, QUB Chair: Dr Neil Kennedy
12:50 – 13:30	Lunch and Networking	
13:30 – 14:30		Workshop Session Part 2

Professional Support Faculty Development Study Day Joint meeting between QUB and NIMDTA Wednesday 15 <sup>th</sup> November 2017 Conference Rooms 1 & 2, Riddell Hall 09:00 – 16:45		
Title: Emerging Themes in Professional Support		
Overall Aims of event: To explore emerging themes relevant to providing professional support to student/trainee doctors and dentists.		
Anticipated learning outcomes		
<ul style="list-style-type: none"> <li>Outline the role of professional support and the current activity within the services</li> <li>Define areas that have the potential to help or hinder students/trainees in progression of education/training</li> <li>Explore the challenges of serious adverse incidents (SAIs) and how students/trainees can be prepared and supported in these events</li> <li>Develop the application of communication techniques</li> <li>Understand the concept of unconscious bias and implement measures to recognise and overcome bias</li> <li>Apply basic supportive skills for learners and be able to signpost for further support</li> <li>Describe what is meant by resilience and explore how to support the development of resilience in others</li> </ul>		
Lecture / workshop	Speaker	
09:00 – 09:30	Registration	
09:30 – 09:40	Welcome and Introduction	
09:40 – 10:20	Emerging Themes in Student and Trainee Support	
10:20 – 11:00	Why Some Achieve and Others Don't: What Impacts Educational Outcomes?	
11:00 – 11:20	Coffee	
11:20 – 13:10	Preparing & Supporting for Serious Adverse Incidents (SAI) Involvement	
	Plenary session: Serious Adverse Incidents: Evolution and Anatomy	
	Supporting Second Victims: Current Work in the Belfast Trust	
	Mr Ian Walsh & Dr Mark Cross Dr Rachel Doherty & Dr Cathy Donaghy	

The day received very positive evaluation and had keynote addresses delivered by Dr Michael McBride (CMO for NI), Professor Ian Finlay (Scottish Government), Ms Katherine McGirr (Policy Manager, General Dental Council (GDC)) and Professor Michael West (Head of Thought Leadership, The King's Fund). It also featured several workshops in the morning and afternoon on topics such as ARCPs and delivery of Schwartz Rounds.

The other flagship educational event of the year for educators is the Annual Professional Support Conference which was held this year on 15 November 2017 in collaboration with QUB. The opening address on “Emerging Themes in Professional Support” was followed by key note addresses on ‘Differential Attainment’ and ‘Supporting Trainees through Serious Adverse Incidents’. The afternoon workshop topics included ‘Unconscious Bias’ and ‘Supporting Learners with Dyslexia’.



Faculty development workshops were also held for educators throughout 2017-18:

- Charing Skills (6 November 2017)
- Induction (15 June 2017, 15 September 2017, 4 December 2017, 28 March 2018)
- Leadership Skills (26 January 2018)
- Achieving Recognition Day (2 February 2018)
- Facilitation Skills Workshop (15 March 2018)

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## Achieving Recognition Day

This is a full day event for Named Clinical and Educational Supervisors who need to complete the 4 requirements outlined by the GMC to gain Status as a Recognised Trainer.

CPD Points: 3 for each workshop

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**Level 1: Trainee Support**  
8.30am - 11.30am  
Boardroom, NIMDTA  
Facilitators: NIMDTA Clinical Facilitators [Book Now](#)

**Mid Morning break** (Scones for all day attendees)  
11.30am—12.30pm, Specialty Schools Room (SSR)

**Level 1: Teaching the Teacher**  
12.30pm - 3.30pm  
Boardroom, NIMDTA  
Facilitators: NIMDTA Clinical Facilitators [Book Now](#)

**Hot food served for all day attendees** 3pm—4pm, SSR

**Level 1: Supervisory Skills**  
4.00pm - 7.00pm  
Boardroom, NIMDTA  
Facilitators: NIMDTA Clinical Facilitators [Book Now](#)

Please email [Recognised.Trainers@hscni.net](mailto:Recognised.Trainers@hscni.net) with any dietary requirements

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## Leadership Skills Workshop for Lead Educators

Friday 26 January 2018  
NIMDTA Beechill Room

Subject	Facilitator
9.30-9.45am NIMDTA view of Roles as Training Programme Director	Professor Keith Gardiner
9.45-10.15am Running a Specialty Programme	Brian Mockford
10.15-10.45am Leading a Specialty School	Jackie Rendall
10.45-11.00am Coffee/Tea	
11.00-11.45am What are the best ways to Lead? Discussion	Oliver Boylan
11.45-12.30pm Scenarios	Groups
12.30-12.45pm Summary	Oliver Boylan

**Learning Outcomes**

At the end of this session we would expect that:

1. the range and extent of the Lead Educator role would be understood
2. one aspect of the role, leadership, will have been focused on
3. there would be learning from the experienced Lead Educators
4. there would be time to reflect on their experiences
5. there would be understanding of one approach to leadership
6. learning would be applied to a case study
7. future training needs of participants would be assessed

Each year there is also a Lay Representative Training Day, which took place on 11 September 2017.

The quality of training events is monitored by feedback from the participants at each event which is reviewed at FDG meetings.

During 2017-18 NIMDTA supported 27 educators and trainers working towards university level qualifications in clinical education (21 GP; four Hospital Specialty; two Dental) and two hospital educators in achieving University Level Certificate in Coaching. One member of staff also completed the Chartered Management Institute (CMI) Level 7 Coaching and Mentoring Diploma.

NIMDTA also supported the NISHFN Conference (October 2017). NIMDTA hosted a meeting of the ADEPT Fellows with Mr Peter Lees, Chief Executive and Medical Director of the Faculty of Medical Leadership and Management (FMLM) to discuss the HSC Collective Leadership Strategy in February 2018.

### **Development of NIMDTA Education Management Staff**

NIMDTA Education Management staff members perform a vital role in overseeing and managing NIMDTA's training programmes in Dentistry, Medical Foundation, GP and Specialty Training.

NIMDTA recognises the importance of developing and supporting staff and of communicating effectively with them. NIMDTA seeks to engage with staff through staff briefings and staff engagement workshops. This year engagement was also strengthened by using a Café Conversation event where NIMDTA staff rotated at six minute intervals to showcase good practice in each of our departments.

In 2017-18 staff engagement workshops concentrated on the HSC Collective Leadership Strategy. A new chair was appointed to the Team Leader Committee. Education Management staff members are also invited to staff induction, educator workshops and the Annual Clinical Education Day.

Staff development workshops were provided on Professional Self-Management, Emotional Resilience, Minute Taking, Fraud Awareness and Gratitude & Appreciation.

NIMDTA provides a Development Programme for all band three and band four staff each year which is delivered by the HSC Leadership Centre with 14 delegates attending on 27 and 29 November 2017.

**HSC Leadership Centre**

**MINUTE TAKING PROGRAMME FOR NIMDTA STAFF**

**9.30AM INTRODUCTION OF PROGRAMME AND PARTICIPANTS**

**SESSION ONE WHAT MAKES A MEETING EFFECTIVE?**

- o Differentiating between types of meetings
- o Support for conference calls
- o Group activity and discussion

**SESSION TWO ROLES EXPLAINED**

- o The role of the Minute Taker
  - being prepared
  - skills required
- o The role of the Chair
  - The Chair's expectation of me
  - What is deemed "best practice"?

**SESSION THREE**

- o Minutes - good/bad examples
- o Formats used
- o Language used
- o Recording decisions and actions explained
- o Constructing an agenda

**SESSION FOUR CHALLENGES FACED**

- o How to deal with the challenges faced
- o Group activity and discussion
- o SWOT Analysis

**SESSION FIVE PRINCIPLES OF MINUTE TAKING**

- o Practical learning exercise - Before/During/After a meeting
- o Skills required for effective admin of meetings
- o Personal Action Planning

**12.30PM EVALUATION AND CLOSE**

**HSC Leadership Centre**

**ADMINISTRATIVE DEVELOPMENT PROGRAMME for NIMDTA STAFF**

**27 & 29 November 2017 9.30am - 4.00pm HSC LEADERSHIP CENTRE**

**DAY ONE 9.30am INTRODUCTION OF PROGRAMME AND PARTICIPANTS**

**SESSION ONE BEING EFFECTIVE IN YOUR ROLE**

- o Understanding department/organizational objectives
- o How do you contribute to these?
- o Q2020 Attributes Framework
  - o understanding why we put patients/service users at the centre of all we do
  - o Skills required to be effective
  - o Taking part in activities to improve the way you do your job

**SESSION TWO SERVICE IMPROVEMENT**

- o Service improvement methodologies
- o Improving your own service area
- o Group activity

**SESSION THREE COMMUNICATION SKILLS**

- o Communication methods
- o Techniques / skills for communicating effectively
- o Working collaboratively across departments
- o Communication barriers
- o Importance of effective listening
- o Body language interpretation
- o Dealing with challenging situations

**SESSION FOUR ASSERTIVENESS**

- o Assertiveness Survey
- o What is assertiveness?
- o What stops us from being 'assertive'?
- o Behaviour types
- o Tips and techniques
- o Group exercise

**4.00pm PROGRAMME CLOSE**

NIMDTA supported a member of staff to obtain a level 5 Chartered Institute of Personnel and Development (CIPD) qualification and a member of staff to undertake an MSc in Business Improvement.

**Faculty Development Programme**

**Induction Course**

**Wednesday 28<sup>th</sup> March 2018**

**Beechill Room, NIMDTA**

**42 Beechill Road, Belfast**

09.00 - 09.30	Welcome, Aims of Course and Deansy Overview	Prof Keith Gardiner
09.30 - 09.45	NIMDTA the Organisation & Corporate Policy Highlights	Mr Mark McCarrey
09.45 - 10.15	Who's Who at NIMDTA & HR Policy Highlights	Ms Raisin Campbell
10.15 - 10.30	Tea/Coffee	

Educator Session (Beechill Room)

10.30 - 12.00	The Yearly Cycle / NIMDTA training policies & The role of the Lead Educator / Faculty Development	Dr Anita Smyth
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Administrator Session (Specialty Schools Room)

10.30 - 10.45	NIMDTA Administrative Structure	Ms Raisin Campbell
10.45 - 11.15	NIMDTA Terms & Conditions of Service	Ms Raisin Campbell
11.15 - 12.00	NIMDTA Administrative Appraisal Scheme	Ms Raisin Campbell

**HSC Leadership Centre**

**ILM LEVEL 5 ACCREDITED MIDDLE MANAGER PROGRAMME FOR NIMDTA STAFF**

**DRAFT Programme Outline**

<b>Day 1 (am) 13/11/17</b>	<b>Setting the Scene – Siobhan Rice HSCLC</b> <ul style="list-style-type: none"> <li>• Introduction to ILM / Registration</li> <li>• Assignment writing – sharing good practice</li> <li>• Necessary study skills</li> <li>• Study support groups identified</li> </ul>
<b>(pm)</b>	<b>Raisin Campbell - NIMDTA</b> <ul style="list-style-type: none"> <li>• Current issues in medical education</li> <li>• Value of policies</li> <li>• Equality and diversity</li> </ul>
<b>Day 2 (am) 21/11/17</b>	<b>Leadership and Management Development – Siobhan Rice</b> <ul style="list-style-type: none"> <li>• NIMDTA values</li> <li>• Skills/competencies required to be an effective leader</li> <li>• Leadership styles</li> <li>• Challenges faced</li> <li>• Theories and models explored</li> <li>• Assignment 1 – 'Becoming an Effective Leader' discussed</li> </ul>
<b>(pm)</b>	<b>Workplace Coaching – Paul Comac HSCLC</b> <ul style="list-style-type: none"> <li>• An introduction to workplace coaching</li> <li>• Models and frameworks explored</li> <li>• Handling difficult situations</li> <li>• Improving staff performance</li> </ul> <p><i>Following this session staff will have the opportunity to avail of 2 x 1-1 coaching sessions with a qualified Coach between Jan-March 2018</i></p>
<b>Day 3 18/12/17</b>	<b>Quality Improvement – David Cairduff HSCLC</b> <ul style="list-style-type: none"> <li>• Level 2 Quality 2020 Attributes Framework</li> <li>• Exploring the key elements of quality and service improvement</li> <li>• Innovation / creativity – models of improvement</li> <li>• Managing improvement</li> <li>• Assignment 2 – 'Managing Improvement'</li> </ul>



NIMDTA places a high value on supporting the Health & Wellbeing of its employees and continues to facilitate employees to take part in a weekly exercise programme. A Health and Wellbeing Group meets quarterly to organise wellbeing events for staff. A cycle to work scheme was introduced along with a weekly running club. In 2017-18, to promote workplace Health and Wellbeing initiative, NIMDTA installed bike racks to support the cycle to work scheme and a shower to support fitness activities including the weekly running club. The 'NIMDTA Notes', our staff choir, continue to meet monthly and supported the Welcome Event for Trainees and a staff event in December 2017.

NIMDTA also supported the Ten Foundation Charity, BBC Children In Need Bake Off and NSPCC with a breakfast event and charity jumper day.

During 2017-18 NIMDTA organised the following Staff Development Events:

- Appraiser Training (4 September 2017)
- Minute Taking Training (25 September 2017)
- Induction Workshop (15 June 2017, 15 September 2017, 4 December 2017 and 28 March 2018)
- ILM Level 5 Middle Manager Programme (November 2017 – March 2018)
- Administrative Staff Development Programme (27 & 29 November 2017)
- Professional Self-Management (26 March 2018)



## Development of NIMDTA Trainees

### Provision of Foundation Generic Skills for F2 doctors

In 2017-18, the twelfth annual programme of Foundation mandatory Generic Skills training days was delivered regionally for all Medical Foundation Year 2 (F2) doctors. A total of ten days of study leave are set aside for attendance at these training days (including ALS & eALS).

Attendance at these sessions is mandatory and is closely monitored by the Foundation team.

#### Sessions include training in the following:

**Module 1:** Acute Kidney Injury – interactive teaching session

**Module 2:** Career Management

**Module 3:** Quality Improvement

**Module 4:** Patient Safety & Legal Aspects of Practice

**Module 5:** Teamwork / Communication Skills

**Module 6:** Mental Capacity

**Module 7:** Ethics / Breaking Bad News

**Module 8:** Professionalism & GMC Guidance

**Module 9:** Safeguarding: Child Protection / Vulnerable Adults / Domestic Violence

**Module 10:** NIAS / Prehospital Care

Generic Skills Modules and Dates 2017 - 2018							
Module Number	Session 1	Session 2	Session 3	Session 4	Session 5	Session 6	Session 7
Module 1 Acute Kidney Injury	Wed 6 Sept 2017	Fri 8 Sept 2017	Wed 13 Sept 2017	Fri 15 Sept 2017	Wed 20 Sept 2017	Thurs 21 Sept 2017	Wed 27 Sept 2017
Module 2 Career Management	Crowne Plaza, Belfast	Crowne Plaza, Belfast	Crowne Plaza, Belfast	Crowne Plaza, Belfast	Crowne Plaza, Belfast	Crowne Plaza, Belfast	Crowne Plaza, Belfast
Module 3 Quality Improvement	Fri 06 Oct 2017	Fri 03 Nov 2017	Fri 01 Dec 2017	Fri 05 Jan 2018	Fri 02 Feb 2018	Fri 06 April 2018	Fri 27 April 2018
	Ulster Hospital, Dundolaid	Ulster Hospital, Dundolaid	Ulster Hospital, Dundolaid	Ulster Hospital, Dundolaid	Ulster Hospital, Dundolaid	Ulster Hospital, Dundolaid	Ulster Hospital, Dundolaid
Module 4 Patient Safety & Legal Aspects of practice	Tues 21 Nov 2017	Tues 28 Nov 2017	Wed 29 Nov 2017	Tues 5 Dec 2017	Tues 16 Jan 2018	Mon 22 Jan 2018	Thurs 22 Feb 2018
	NIMDTA	NIMDTA	NIMDTA	Crowne Plaza, Belfast	Crowne Plaza, Belfast	NIMDTA	Crowne Plaza, Belfast
Module 5 Teamwork/ Communication Skills Module 6 Mental Capacity	Tues 24 October 2017	Wed 15 November 2017	Wed 24 January 2018 (Parallel)	Wed 21 March 2018 (Parallel)	Wed 25 April 2018	Tues 15 May 2018	
	NIMDTA	Crowne Plaza, Belfast	NI Hospice	NI Hospice	NI Hospice	NI Hospice	
Module 7 Ethics/ Breaking Bad News	Tues 10 April 2018	Thurs 12 April 2018	Tues 24 April 2018	Thurs 26 April 2018	Tues 01 May 2018	Thurs 03 May 2018	Thurs 10 May 2018
	UK Hospice	UK Hospice	UK Hospice	UK Hospice	UK Hospice	UK Hospice	UK Hospice
Module 8 Professionalism & GMC Guidance	Fri 15 Sept 2017	Wed 20 Sept 2017	Thurs 19 Oct 2017	Fri 20 Oct 2017	Fri 03 Nov 2017	Fri 17 Nov 2017	Wed 13 Dec 2017
	Fri 15 Dec 2017	Thurs 11 Jan 2018	Thurs 25 Jan 2018	Thurs 8 Feb 2018	Wed 07 March 2018	Fri 23 March 2018	Wed 28 March 2018
	GMC Offices	GMC Offices	GMC Offices	GMC Offices	GMC Offices	GMC Offices	GMC Offices
Module 9 Safeguarding - Child Protection/ Vulnerable Adults/ Domestic Violence	Fri 01 Dec 2017	Fri 15 Dec 2017	Fri 05 Jan 2018	Fri 30 March 2018	Fri 20 April 2018	Fri 27 April 2018	Fri 08 June 2018
	Crowne Plaza, Belfast	Crowne Plaza, Belfast	NIMDTA	Crowne Plaza, Belfast	Crowne Plaza, Belfast	NIMDTA	TBC
Module 10 NIAS/ Prehospital Care	Wed 25 Oct 2017	Fri 17 Nov 2017	Wed 13 Dec 2017	Fri 12 Jan 2018	Fri 23 Feb 2018	Wed 21 March 2018	Wed 25 April 2018
	NIAS	NIAS	NIAS	NIAS	NIAS	NIAS	NIAS

Sixty-six training days have been delivered throughout the 2017-18 academic year. All sessions are interactive and designed to meet the professional needs of doctors early in their career. Feedback from online evaluations is reviewed to enhance subsequent sessions to meet changing professional needs.

## General Practice Training

The GP department places trainees every year in each of the five Trust areas. The number of GP training places to commence GP training each year was increased from 85 per year to 97 per year in August 2017. Altogether there were 274 GP trainees on the GP Specialty Training Programme during 2017-18. GP Training Programme Directors (TPDs) in each Trust area organise weekly one day formal education sessions for these trainees in their Trust areas. During 2017-18, the GP department delivered 338 courses and training events for GP trainees. The department also supports Practice-based Small Group Learning (PBSGL) for ST2 (Specialty Trainee Year 2) and ST3 trainees. This is a formal education programme which provides educational materials online on which to base group learning. It is administered from NES. This initiative was introduced at McMaster University, Canada, in 1986 and has received excellent feedback from GP Trainers and Trainees alike.

NIMDTA has participated in Project ECHO starting in 2016-17 and continues to do so. From April 2017 to March 2018 there have been 31 ECHO clinics run by GP Specialty Training Programme. This involves ST3 Trainees participating in a formal education programme to understand QI methodology and its application. All ST2 trainees were then able to take part in an integrated Dermatology initiative during which connection is made to a practical educational session via webcam in individual GP practices.

The purpose of the programme is to build capacity in QI methodology in GP and set up collaborative working between Primary Care and other care providers.

ECHOs have also been providing Practice Managers with experience of QI and The GP Returner and Retainer scheme have also provided ECHOs on Frailty.

### Project ECHO

Project ECHO, (Extension for Community Healthcare Outcomes), uses teleconferencing technology to improve access to specialised care through supporting and training primary health care professionals, (HCPs), remotely, from a centralised 'hub' of experts.

ECHO has been proven to improve care across the United States and a pilot study in community hospice nurses in Northern Ireland (NI), showed an improvement in knowledge and self-efficacy of HCPs.

In order to determine if ECHO would be effective in other contexts in NI five ECHO knowledge networks were funded in 2015-16 including Dermatology for GP trainees.


Evaluation showed that ECHO was well received in this group and that most felt that their knowledge and skills had improved.

NIMDTA is an established ECHO knowledge network running an interactive Quality Improvement Programme for GPST3 trainees and Dermatology Programme for GPST2 trainees.

'I thought it was very helpful. I think it covered all the basics.....'

'I value the fact that it was a multidisciplinary team at the table...'

'I thought it was quite good overall and quite a good idea, and I think I benefitted from it and it probably changed the way I managed a few patients.....'



## Hospital Specialty Training

Within the medical and dental hospital specialties, delivery of the curriculum for trainees is a joint responsibility of NIMDTA and LEPs. Each Specialty Unit is expected to have weekly teaching sessions.

NIMDTA has recently re-designed its training in generic professional and leadership skills for specialty trainees in response to the Shape of Training report and the new GMC Generic Professional Capabilities Framework. Shape of Training highlighted that medical education and training extends well beyond learning the technical aspects of medicine and should also focus to a major extent on the development of a doctor's professional values, attitudes and behaviours.

The GMC has described these qualities as Generic Professional Capabilities and considered them under nine domains:

1. Professional values and behaviours
2. Professional skills
3. Professional knowledge
4. Capabilities in health promotion and illness prevention
5. Capabilities in leadership and team working
6. Capabilities in patient safety and QI
7. Capabilities in safeguarding vulnerable groups
8. Capabilities in education and training
9. Capabilities in research and scholarship

Recommendation six of the Shape of Training report is that appropriate organisations must introduce a generic professional capabilities framework for postgraduate training based on Good Medical Practice that covers communication, leadership, QI and safety.

The screenshot shows the 'iQUEST Module Dates' page for 'Recommended for all Trainees'. It lists dates for Module 02: Being a Professional from September 2018 to June 2019. It also lists dates for Module 03: Human Factors & Quality Improvement, Module 04: Quality Improvement, Module 5A: Building your CV & Developing Resilience, and Module 5B: Working with others. A note at the bottom states 'iQUEST course bookings can be completed by logging into Intrepid Course Manager'.

The screenshot shows the 'iQUEST Module Dates' page for 'Recommended for ST3+ Trainees'. It lists dates for Module 06: Teaching the Teacher, Module 07: Supervisory Skills, Module 08: Understanding & Using Evidence, Module 09: Leading a Team on Call, and Module 10: Medicine & the Law. It also lists dates for Module 11: Supporting Trainees, Module 12: Building High Performance Teams, Module 13: Understanding Financial Context, Module 14: Improving Services & Managing Transformational Change, and Module 15: Applying for a Consultant's Job. A note at the bottom states 'iQUEST course bookings can be completed by logging into Intrepid Course Manager'.

NIMDTA has therefore designed a modular, generic professional skills framework for all medical and dental specialty trainees. There are 15 modules divided into three sets of five modules – with one set each being targeted at initial (CT1-2 / ST1-2), intermediate (ST3-5) and final (ST6-8) years of specialty training. The programme is called iQUEST (improving Quality and Understanding to Enhance Specialty Training). iQUEST seeks to address the components of the GMC’s Generic Professional Capabilities Framework, building on the Generic Skills Programme delivered by the NI Foundation School and preparing trainees for the next steps in their career.

In addition, NIMDTA provides a range of formal education and examination preparation courses.

### Dentistry Training

Dental Foundation Training (DFT) is based on the National Dental Foundation Training Curriculum and Assessment Framework. This programme is delivered in the general dental practice setting. In 2017-18, 32 trainees were allocated to NI as part of a broader National Recruitment process. Satisfactory completion was implemented in the 2017-18 academic year.

Dental Core Training (DCT) is optional for dental graduates and facilitates additional experience in a hospital-based environment. Twenty-two Dental Core Trainees were appointed in 2017-18. Training was monitored through the Hospital Dentistry Committee at NIMDTA supported by the TPD for Dental Core Trainees.

### Academic Training

NIMDTA also provide trainees with opportunities to undertake academic training. A Clinical Academic Training Board was established in December 2007 between the QUB School of Medicine, Dentistry and Biomedical Sciences in partnership with NIMDTA and the Belfast HSC Trust to oversee research training for medical and dental trainees.

DoH provides the budget for this scheme which is administered and facilitated through NIMDTA. There are three types of posts:

1. Academic F2 – this is a four month placement designed as an opportunity to explore academic medicine;
2. Academic Clinical Fellows (ACF) – these are normally two year posts for those who have yet to complete a research degree; and

3. Academic Clinical Lecturers (ACL) – these are normally three year posts and candidates will usually have already completed a PhD or MD.

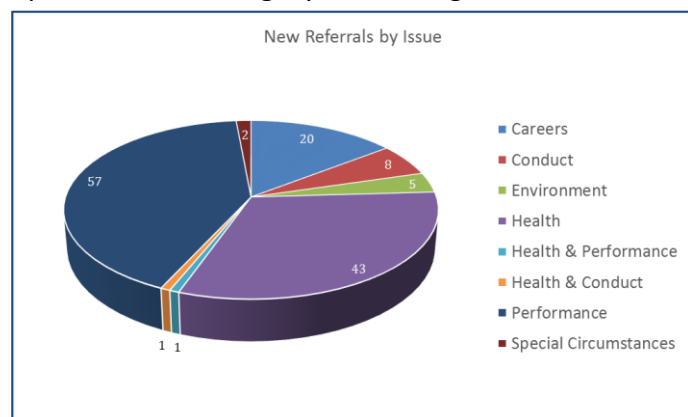
There were nine appointments at Foundation level and five appointments at Specialty level in the year 2017-18.

During 2017-18, funding was awarded by Wellcome to the Irish Clinical Academic Training (ICAT) Programme. This programme involves the six medical schools in Ireland, the Health Research Board and HSC Research and Development Division. One NIMDTA trainee was successful in securing one of these prestigious four year fellowships and continues their ICAT Fellowship in August 2018. Two further NIMDTA trainees were successfully appointed to the ICAT programme and will commence in the programme in August 2018.

### Support of NIMDTA Trainees

NIMDTA continues to provide care and guidance for trainees requiring additional support through the provision of services delivered through the Professional Support Unit (PSU). Those requiring additional support are registered and tracked through the use of a secure database. A total of 137 new referrals were received in 2017-18. As of the end of March 2018, there were 152 trainees active on the database. A marked change of referral reasons was seen in the academic year, with the performance category overtaking health reasons as the most prevalent referral reason.


This is due to elevated referrals for exam failures and developed support mechanisms in this area. The Associate Dean for Careers and Professional Support and the Professional Support Development Officer provided face-to-face meetings with each new referral and continued support if required. The



progression of the PSU case management system enabled the publication of the first PSU annual report of activity.

The report enables the presentation of collective data on areas such as issue, referral source, area and level of training, and PSU services accessed. The new PSU Policy and accompanying Guide for Educators were completed this year and are now incorporated in the faculty training sessions and accessible on the NIMDTA website. The Professional Support Development Officer and the Professional Support Manager both completed their coaching qualifications.

The PSU services continue to grow and expand with trainees being supported and developed through the provision of coaching for goal settings and progression, dyslexia screening with exam preparation supported and continued opportunities to avail of peer mentoring. This year has seen the introduction of specialty specific peer mentoring as a pilot scheme within Obstetrics and Gynaecology. Supported by the PSU, this scheme is trainee led through appointed peer mentor leads supported by a lead educator from within the school. It is hoped that this will continue to expand to other specialty areas. Transitions to training in new locations and contexts can be challenging, therefore the PSU team seeks to support these trainees by offering the option of allocation to peer mentoring. This was well received by the participating trainees.



The leaflet is titled "O&G Peer Mentoring Scheme" and features a central image of a signpost with arrows pointing to "SUPPORT", "HELP", "GUIDANCE", and "ASSISTANCE". The text is organized into several sections:

- What is Peer mentoring?**: Self development through an informal, non-judgmental alliance between a less and more experienced trainee. A mentor will help the mentee to see different perspectives of their situation and help take charge of their goals by actively listening, motivating, encouraging and challenging.
- Aims of the O&G Scheme**:
  - Enhance the develop & support opportunities open to O&G doctors
  - Develop supported trained mentors
  - Build upon current NIMDTA mentoring schemes
- How the scheme works**:
  - Mentors and mentees are paired based upon information given on their application forms (personal statements, career aims and geographical location)
  - Mentee supplied with contact details to arrange meeting with mentor
- More information**: <http://www.nimmdta.gov.uk/peer-mentoring-scheme/>
- To apply contact:** [oandgmentors@gmail.com](mailto:oandgmentors@gmail.com)
- Mentor Scheme Leads**: Helen Goodall/ Cathy Malone, Kelly-Ann Eastwood
- Mentees**: LAT I/ ST1 – ST3
- Pre-requisites**: Complete Specialty Mentor Application Form with ES & HoS approval
- Attend 1 day training course** booked via Intrepid
- Commitment**: Regular informal meetings over the academic year
- Annual mentor CPD event** Support from mentoring leads and NIMDTA
- Pre-requisite**: Complete Specialty Mentee Application Form
- Commitment**: Make initial contact with Mentor

The leaflet also includes the NIMDTA logo (Northern Ireland Medical & Dental Training Agency) and the email address oandgmentors@gmail.com in the top right corner.


The PSU continues to contribute to educational sessions for faculty development under the STATUS scheme with 140 trainers attending a level one course aimed to equip trainers with the relevant skills for providing support to trainees. A Level 2 course was developed and piloted entitled “Supporting Trainees Through Mentoring” aiming to provide the opportunity to enhance mentoring and basic coaching skills. A total of 107 educators have attended this course to date.

Approximately 175 educators attended a joint NIMDTA and QUB Professional Support Faculty Development Day in November 2017 based on the theme of ‘Emerging Themes in Professional Support’. The PSU team also delivered a **VALUED** strategy workshop at the DEMEC in November 2017 in Manchester. This participative session was well attended and received by educators with positive feedback in the course evaluation.



The PSU coordinated an educator workshop in December 2017 to explore the area of exam success, hear about current good practice and collaborate on development ideas to advance the potential for success in examinations.

With regard to career support, the Associate Dean continues to provide one-to-one counselling for trainees. Educational sessions have focused on supporting Foundation Doctors through the transition to GP or Specialty Training. Across the year, seven sessions of the careers module were held as part of the Foundation Generic Skills Programme with 245 F2 trainees attending. F1 trainees and Final Year Medical Students undertaking assistanceships have the opportunity to attend introductory career choice workshops provided in their work places. Workshops in CV development and resilience are provided as part of the iQUEST programme.





**Supporting Trainees in Exam Success**  
**Friday 1 December 2017**  
**Men Cap Centre**  
**5 School Road**  
**Newtownbreda**  
**Belfast**  
**1.30pm – 4.30pm**

**Aims of the workshop:**

- Consider factors contributing to variation in exam success
- Review different types of postgraduate exams
- Learn from good practice in preparing trainees for professional exams
- Review role of Regional Teaching in exam preparation
- Plan resources for exam preparation

1.30pm – 2pm	<b>Registration &amp; Lunch</b>	
2pm	<b>Welcome, Introduction and Setting the Scene</b>	Dr Ian Steele
2:10pm	<b>What are the Factors which impact exam progression: Group Discussion Activity</b>	Elaine Fugard
2:25pm	<b>Discussion summary</b>	Dr Camille Harron
2:40pm	<b>Exploring good practice</b>	Dr Ian Steele
3:25pm	<b>Vignette discussions</b>	Dr Camille Steele
3:50pm	<b>Individual trainee focused exam progression support</b>	Dr Camille Steele
4pm	<b>Exam progression: Deanery perspective</b>	Dr Ian Steele
4:15pm	<b>Summary of Learning</b> <b>Actions/areas for development</b>	Prof Keith Gardiner

**Professional Support Faculty Development**  
**Study Day**  
**Joint meeting between QUB and NIMDTA**  
**Wednesday 15<sup>th</sup> November 2017**  
**Conference Room 1 & 2, Riddell Hall**  
**09.00 – 16.45**

**Title: Emerging Themes in Professional Support**

**Overall Aim of event:**  
 To explore emerging themes relevant to providing professional support to student/trainee doctors and dentists.

**Anticipated learning outcomes**

- Outline the role of professional support and the current activity within the services
- Define areas that have the potential to help or hinder students/trainees in progression of education/training
- Explore the challenges of serious adverse incidents (SAIs) and how students/trainees can be prepared and supported in these events
- Develop the application of communication techniques
- Understand the concept of unconscious bias and implement measures to recognise and overcome bias
- Apply basic supportive skills for learners and be able to signpost for further support
- Describe what is meant by resilience and explore how to support the development of resilience in others

	Lecture / workshop	Speaker
09.00 – 09.30	<b>Registration</b>	
09.30 – 09.40	<b>Welcome and Introduction</b>	<b>Professor Pascal McKeown</b>
09.40 – 10.20	<b>Emerging Themes in Student and Trainee Support</b>	<b>Dr Camille Harron Dr Mark Harbinson</b>
10.20 – 11.00	<b>Why Some Achieve and Others Don't: What Impacts Educational Outcomes?</b>	<b>Dr Antonia Rich</b>
11.00 – 11.20	<b>Coffee</b>	
11.20 – 13:10	<b>Preparing &amp; Supporting for Serious Adverse Incidents (SAI) Involvement</b> <b>Plenary session:</b> <b>Serious Adverse Incident: Evolution and Anatomy</b> <b>Supporting Second Victims: Current Work in the Belfast Trust</b>	<b>Mr Ian Walsh &amp; Dr Mark Cross</b> <b>Dr Rachel Doherty &amp; Dr Cathy Donaghy</b>

## Development of Recognised Trainers based in Local Education Providers

In August 2012, the GMC introduced a new requirement ‘Recognising and Approving Trainers’. This initiative required that all named Clinical and Educational Supervisors (trainers) for postgraduate medical trainees be accredited by July 2016.

NIMDTA was required to agree the process for recognising trainers in NI, develop and align training courses to the Academy of Medical Educators’ Framework, put in place systems for data entry, provisionally (July 2014) and ultimately fully recognise all trainers (July 2016).

The NIMDTA Recognition of Trainers Programme is called STATUS:

<b>S</b>	Selection of Trainers for role using a competency based application
<b>T</b>	Training for role
<b>A</b>	Appraisal for Educational Role included within each doctor’s annual appraisal
<b>T</b>	Transfer of Data from Trusts to NIMDTA
<b>U</b>	Underperformance management
<b>S</b>	Supporting for role (PA allocation, course development, engagement)

The training that is required as part of this STATUS programme is:

<b>S</b>	Supervisory Skills
<b>T</b>	Teaching the Teacher
<b>A</b>	Anti-discriminatory (online module on equality and diversity)
<b>T</b>	Trainee Support
<b>U</b>	) Unique to
<b>S</b>	) Specialty

Northern Ireland  
mdtta  
Medical & Dental Training Agency

**Faculty Development**  
Giving trainers *STATUS*

Faculty development is an important component of medical and dental education.

Equipping trainers to deliver high quality training will enhance the training environment and help to ensure the safety of patients, students and trainees.

By July 2016, all named clinical and educational supervisors must be fully trained, and approved by GMC

NIMDTA is committed to improving the skills and knowledge of trainers in a variety of areas that have been set out by the Academy of Medical Educators

NORTHERN IRELAND MEDICAL AND DENTAL TRAINING AGENCY  
Blanchill House  
42 Blanchill Road  
Belfast  
T: +44 (0)28 9040 0044  
F: +44 (0)28 9079 8312

The training events were delivered at NIMDTA and on HSC Trust sites in partnership with Trust Education Departments and with all courses being CPD (Continuing Professional Development) approved, feedback and attendance have been very positive. By 31 March 2018, 1,177 hospital trainers have been fully recognised.

NIMDTA is engaging at a local level with trainers via Trainer Roadshows, which started in November 2017. NIMDTA has created a social media presence using LinkedIn, and continues to publish Recognised Trainers newsletters on a quarterly basis. The NIMDTA website has also been updated with a dedicated area for trainers including policies and guidelines.

During 2017-18, NIMDTA has recruited, appointed, inducted and trained new clinical facilitators who are currently delivering training and workshops for the Recognition of Trainers Programme.

### Training of GP Trainers

Currently there are 295 GP Trainers in 151 different training practices. There have been 54 new GP trainers appointed since April 2017 and 13 trainers have retired. Each year there is continued interest from potential trainers who apply for and successfully complete the Learning and Teaching Course. In 2017-18 a total of 34 GPs attended the Learning & Teaching Course. The course aims to provide basic training for a competent, confident teacher in General Practice by:

- Providing a facilitative learning environment;
- Involving participative and flexible learning methods;
- Supporting personal development;
- Developing skills of critical thinking and self-evaluation; and
- Modeling good educational practice.

GPs who complete the Learning and Teaching Course, submit a portfolio and those who are successful at the practice visit become accredited Trainers in GP. GPs then enter into a run through training programme for one year provided by NIMDTA to enhance one-to-one and group skills in advance of hosting a trainee in practice. This year an extra training day for new trainers was held. The purpose of this was to form small groups of new trainers who could meet throughout the year and share best practice and provide one another with peer support.

All trainers regularly meet with their colleagues within their area group to share learning and receive training from Programme Directors and Associate Directors on current issues. These locality learning days form part of the mandatory requirements for trainer re-accreditation along with three-yearly practice visits

<http://www.nimdtg.gov.uk/general-practice/specialty-trainers-and-practice-managers/>

### GP Trainers and Training Practices

Welcome to the GP Trainer page. We hope that you find the information provided on this page useful for your role as a GP Trainer. If you have any documents or useful links you would like to appear here, or you would be interested in helping to keep this page up to date, please contact [gpspecialtytraining.nimdtg@hscni.net](mailto:gpspecialtytraining.nimdtg@hscni.net).

#### Essential Trainer Documents

- [Trainer Indemnity Letter](#)
- [Trainer SLA](#)
- [Trainer SLA - Process](#)
- [GP Trainee Contract](#) – All training practices who have a St2 or St3 will receive the contract from NIMDTA HR Department. It will be populated with the relevant personal details of the trainee (including salary scale and holiday entitlement).
- [GP Trainer Induction Booklet](#)
- [GP Trainer status of practitioners where the GMC is taking action through fitness to practise procedures](#)

The Trainer Groups organise at least two training sessions per year. In the last year, topics covered have included:

- Trainee Support;
- Equality, Diversity and Opportunity Training;
- Teaching the Teacher; and
- Supervisory Skills.

NIMDTA also provided training for the following groups:

- Clinical Supervisors in Out of Hours;
- Practice managers; and
- Peer review training for GP Trainers.

NIMDTA regularly met with the Trainer Convenor's group to improve information sharing and good practice.

## Training of GP Appraisers

The training of GP Appraisers occurs through a number of formats. All new appraisers undergo a minimum of two half day training sessions facilitated by the regional appraisal coordinator. All appraisers are assigned to a locality group and supported by a 'lead' appraiser in that area. The lead appraisers provide ongoing guidance, support and feedback to the appraisers in their group. Appraisers who become lead appraisers receive training and support in this role from their fellow lead appraisers and the regional appraisal lead coordinator.

NIMDTA held two full day training conferences for Appraisers during 2017-18.

The first conference took place on 14 June 2017 at Antrim Civic Centre. In addition to updates relating to the management and administration of appraisal, other topics covered included:

- Distance appraisals with a demonstration of "ZOOM" technology;
- An update regarding GP practices in difficulty; and
- An update from the GMC relating to appraisal and revalidation including initial responses to the Pearson Report.

Delegates also attended a series of three workshops facilitated by lead appraisers:

- Form 4 and Professional Development Plan Completion;
- QI Activity; and
- Difficult Appraisals.

Guest speakers included Mr Alan Walker, Head of NI Office of the GMC and Dr Alan Stout, Deputy Chair of NI General Practice Committee, British Medical Association (BMA).

The second conference took place at Mossley Mill, Newtownabbey on 9 November 2017. Topics covered included:

- Interpreting and reflecting on Patient and Colleague feedback;
- Appraising doctors nearing retirement;
- Identifying and supporting appraisers who are struggling; and
- Risk factors for GPs presenting to the Medical Protection Society.

There was also an update on the GP induction, refresher and retainer scheme and discussion relating to recent research into the wellbeing of GPs in the workplace.

Guest speakers included Dr Camille Harron (Associate Dean for Careers and Professional Support, NIMDTA), Dr Marylou Murray (GP and PhD student), Dr Angelique Mastihi (Senior Medico-legal Advisor, Medical Protection Society) and Dr Louise Sands (Associate Director for Career Development, NIMDTA).

Delegate evaluation for both conferences was very positive.

In addition to the training conferences there were a number of half day training events throughout the year for newly appointed appraisers and lead appraisers. There was also a half day leadership training event for lead appraisers facilitated by Diane Gowing, Learning and Development Consultant with the HSC Leadership Centre.

Apart from these formal training and conference events, the lead appraisers convene meetings of their locality appraiser groups during the year to provide ongoing support and mentoring of appraisers. The lead appraisers also meet formally with the regional appraisal co-ordinator at least twice yearly.

## Training of Dental Professionals

The Dental Department provides a Continuing Education Programme for Dentists and DCPs. The Continuing Education Programme is compliant with the GDC enhanced requirements for CPD which were introduced during 2017-18.

During 2017-18, 2,346 educational opportunities were offered through NIMDTA's Continuing Education Calendar with an 89% attendance rate. In addition, a series of 'In-Practice' training events were provided; these included Safeguarding Adults at Risk, Radiography, Child Protection and Infection Prevention & Control. Fourteen practices were trained in total. In October 2017, NIMDTA ran its sixth ILM accredited Practice Management Programme with ten participants in attendance.

The Dental Department's Annual Symposium in 2018 was 'Drugs in Dentistry'. This symposium was open to Dentists and DCPs and was attended by 139 delegates.



**Are you interested in Teaching?** 

**NIMDTA is pleased to introduce a new teaching initiative.** The course is designed for any General Dental Practitioner who would like a no obligation introduction to dental teaching. This opportunity will enable you to experience teaching in a general dental practice setting and develop and use your teaching skills. You will also receive support/mentorship from an experienced educational supervisor on the dental foundation training scheme.

**What is involved?** **4+ sessions as follows:**

- Attendance at the Teaching the Teacher session on **Wednesday 30 May 2018** at the Ivanhoe Hotel, Belfast with newly appointed Educational Supervisors
- 1 session in a Training practice to observe a tutorial & assessment process
- 1 Session in a Training practice to deliver a tutorial to a Foundation Dentist and receive supportive feedback from trainee and trainer

**Optional session:** Invited to attend the Case Presentation day in June 2019  
**Optional session:** Opportunity to attend other relevant Educational Supervisor Study days

**Date for your Diary: Wednesday 30<sup>th</sup> May 2018**  
9.30am to 4.30pm, Ivanhoe Hotel,  
556 Saintfield Rd, Carryduff, Belfast, BT8 8EU

**What to do Next:**  
If you are interested please email [DentalFoundation.nimdtat@hscni.net](mailto:DentalFoundation.nimdtat@hscni.net) by **Wednesday 25 April 2018**.

*It is preferable if you can attend the Teaching the Teacher course on 30 May 2018, but we welcome emails from anyone currently interested in the mentorship scheme.*

**Claim 4+ of your 6 CPD sessions via BSO**

## Retention and Induction of GPs

The GP department has been working collaboratively with the Health and Social Care Board (HSCB), to recruit, retain and induct GPs into the NI workforce. This arrangement is underpinned by a Service Level Agreement (SLA) with the HSCB. NIMDTA's role in the Career Development Scheme is to facilitate the arrangement of relevant assessments through the GP National Recruitment Office and to facilitate practice placements for assessments. Satisfactory completion of the scheme enables admission to the NI Performers List. During 2017-18, six applicants completed the Returner Scheme and six are currently part way through the process. All places on the GP Retainer Scheme (25 doctors) were filled and an educational programme was delivered to this group over the year with a mix of ECHO sessions and speakers on topics selected by the group.

## Training in Quality Improvement

QI training has been provided for NIMDTA Foundation trainees for five years through the Generic Skills programme. QI training has been available for NIMDTA GP trainees since 2014-15. These GP trainees are being provided with opportunities to use these skills in specific projects during their ST2 year.

QI training is provided to medical and dental specialty trainees through the iQUEST Generic and Professional Skills Programme.

Foundation and Specialty trainees have opportunities to put QI skills into practise during their attachments to HSC Trusts. The South Eastern (SQE programme) and Belfast (Safety and Quality) HSC Trusts have very active QI programmes within which NIMDTA trainees are given opportunities to be involved.

NIMDTA launched a Level 2 course for Recognised Trainers in 2017-18 which was designed to give supervisors training in QI methodology to enable them to supervise trainees carrying out QI projects.

In December 2016, NIMDTA introduced **ENGAGE**, a new Leadership and QI programme aimed at final year trainees in GP, Hospital Specialty and Dental Specialty training programmes. ENGAGE aims to challenge, develop and support doctors and dentists in training to ensure that they are prepared to lead effectively. This programme was delivered on behalf of NIMDTA by the HSC Leadership Centre on Monday evenings. The second year of this programme ran in 2017-18 and is due to be complete with a Showcase Event in June 2018.

### Next Year NIMTDA will

1. Further extend the **Peer Mentoring Scheme** during 2018-19, with pilots being planned in different specialties.
2. In collaboration with QUB, NIMDTA has organised its **Seventh Annual Clinical Education Day** for Thursday 25 October 2018 aimed at undergraduate and postgraduate teachers, trainers and educators. This year the conference is entitled 'Realistic Medical and Dental Education'.
3. In collaboration with QUB and the Ulster Medical Society (UMS), NIMDTA has again organised a **Research for Trainees Day** on 2 November 2018 at the Postgraduate Centre, Belfast City Hospital.
4. Support the **NISHFN** to organise their Third Annual Conference on 11 October 2018 at Lagan Valley Island Civic Centre, Lisburn.
5. In collaboration with QUB, NIMDTA will be organising for the fifth year an **Annual Professional Support Conference** on 21 November 2018 at Riddel Hall, QUB.
6. Offer new **Level 2 courses for Recognised Trainers** in 2018-19 in Training Unique to Specialty and Supervision of GP Trainees in Hospital Specialty Posts (currently being piloted in conjunction with GP Specialty and School of Psychiatry).
7. Recruit, appoint and train new **Clinical Facilitators** during 2018-19 for the iQUEST and STATUS programmes.
8. Continue to engage with Trainers at local levels through the **Trainer Roadshow events**, and aims to have visited all Trusts in 2018-19.
9. Develop a shared vision for the process of **Trainer Recognition and Development** with Queens University Belfast.
10. Hold workshops for the **NIMDTA Education Management Teams** during 2018-19 on Appraiser Training (7 September 2018), Appraiser Training (28 September 2018) and Interview Skills Training (1 October 2018).
11. Develop a **Clinical Facilitators Guide** for facilitators delivering training to recognised trainers and trainees.



12. Continue to work with the **HSC Leadership Centre** on developing training opportunities for NIMDTA administrative staff.
13. Recruit further **Lay Representatives** during June 2018, with facilitative training being completed during the academic year 2018-19.
14. Host further **workshops for Board members** during 2018-19 including workshops on Cyber Security (May 2018), Sir Nigel Hamilton delivering a workshop on Strategic Leadership (May 2018) and Mr David Gordon, Director of Communications, Department of Health Northern Ireland (August 2018) and GDPR (April and May 2018) and the Ice Maidens (November 2018).
15. Deliver training programmes for **Education Management Staff** during 2018-19 including Microsoft Excel training, Microsoft PowerPoint Presentation Skill.
16. Host further staff engagement events including **Randomised Coffee Trials** during 2018-19.

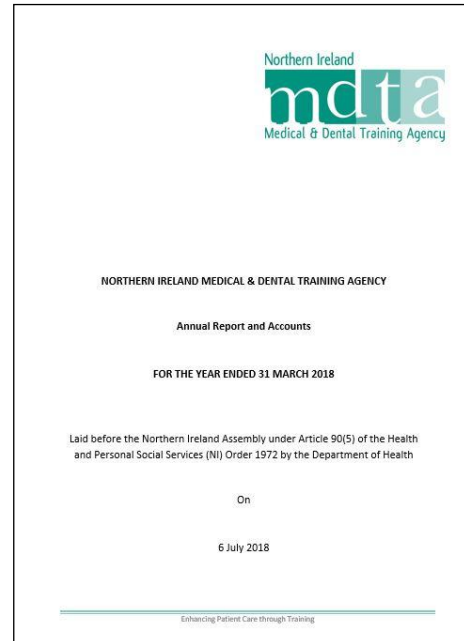
## Goal 3: Measuring the Improvement

**Quality 2020 Aim:** *We will improve outcome measurement and report on progress for safety effectiveness and the patient/client experience. We will promote the use of accredited improvement techniques and ensure that there is sufficient capacity and capability within the HSC to use them effectively.*

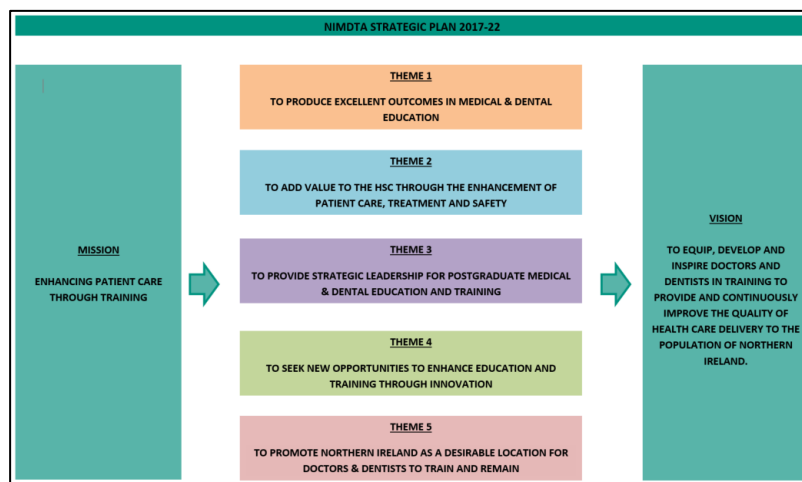
### NIMDTA Board

NIMDTA is accountable to DoH through completion of reports and attendance at Accountability Reviews (Chair and Chief Executive). The Chair of the Board is appraised annually by the CMO, and the Chair in turn appraises the other non-executive members of the Board. SMC members report to the Board on the quality of performance of NIMDTA's service and business departments.

The Board completes a self-assessment annually, that enables reflection across a number of domains of expected and best practice.



The Board and Senior Management reviewed the Business Plan which represents the plan for the second operational year of the Strategic Plan 2017-2022. Whilst the Strategic Plan identifies a number of activities that will be carried out over the five year period, the Business Plan articulates the actions that the Senior Management of NIMDTA has identified as being a priority in the year 2018-19.



**NIMDTA Strategic Plan 2017-2022**

We also monitor performance through the use of a Corporate Scorecard which is considered by the Board at regular intervals throughout the year. The following table shows NIMDTA's performance against the key performance indicators which are reviewed on the scorecard:

CORPORATE SCORECARD 2017/18		
KPIs		Status
1	90% of referrals to the Professional Support Team will be responded to within two weeks	ACHIEVED [100%]
2	90% of hospital based trainers are recognised trainers	ACHIEVED [97%]
3	Staff absence rate will be less than 5.5%	ACHIEVED [2.1%]
4	30 day (95%) prompt payment targets will be met	ACHIEVED [98.45%]
5	10 day (70%) prompt payment targets will be met	ACHIEVED [93.65%]
6	Learning and Development Agreements are circulated to local education providers by April	ACHIEVED [100%]
7	80% of postings will be disseminated to LEPs 8 weeks before the post start date	ACHIEVED [82.3%]
8	10% of ARCP outcomes will be subjected to external review	ACHIEVED [19.2%]
9	Annual appraisal is offered to 100% of GPs on the performers' list	ACHIEVED [100%]
10	90% core subjects are covered within Dental CE courses	ACHIEVED [100%]
11	Substantive compliance in all applicable controls assurance standards will be achieved	ACHIEVED [100%]
12	Breakeven as defined by DoH will be achieved	ACHIEVED [0.04%]

### NIMDTA Educators and Administrative Staff

The quality of performance of NIMDTA senior educators, senior managers and team leaders is considered by formal appraisal annually. Education Management staff members are in turn appraised by Team Leaders in each department annually.

The performance of Heads and Deputy Heads of NIMDTA Specialty Schools is assessed during annual review of each Specialty School. The quality of training delivered by a NIMDTA training programme and the leadership of the TPD is considered through review of the specialty training programme on a regular cycle.

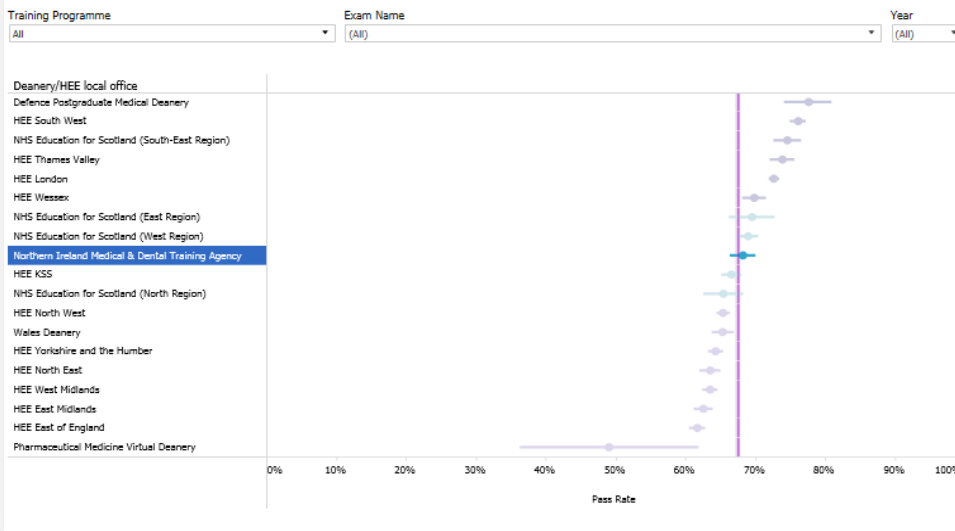
### NIMDTA Formal Training of Trainees

The quality of NIMDTA's provision of formal education is assessed through direct trainee feedback, the results of the National Trainee Surveys and success in examination results.

## Pass rates of GMC registered specialty exam candidates by Deanery / HEE local office

Date released: 6/6/2017

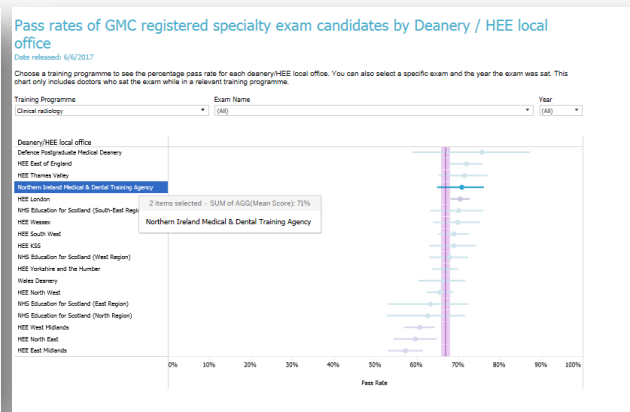
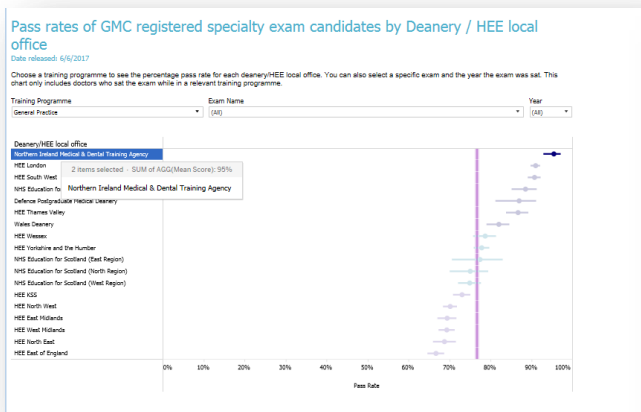
Choose a training programme to see the percentage pass rate for each deanery/HEE local office. You can also select a specific exam and the year the exam was sat. This chart only includes doctors who sat the exam while in a relevant training programme.



NI trainees performed well in Specialty Examinations in GP, Clinical Radiology and Core Medicine in comparison with trainees from other regions of the UK.

General Practice trainees in NI – 1<sup>st</sup> in UK

Clinical Radiology trainees in NI – 4<sup>th</sup> in UK



*Royal College of GP Examination Results for NIMDTA – highest performing Deanery in the UK.*

The GMC NTS look at 18 different indicators to measure trainee's satisfaction with the postgraduate medical education and training that they are receiving in their deanery in comparison with other trainees. NIMDTA engaged with GMC's NTS Review Group at meetings in October 2017 and March 2018.

The group has a role in reviewing the design of the NTS for trainees and trainers, and the communication strategy which supports the surveys. The results for 2017-18 training year are shown below.

In comparison to the other UK countries, NIMDTA was rated highest in 15 out of 18 domains for all trainees.

For Foundation Trainees – NIMDTA was rated highest in five domains including Clinical Supervision Out of Hours, Teamwork, Handover, Educational Governance and Educational Supervision.

For Core Trainees – NIMDTA was rated highest in four domains with 11 second highest.

For all other specialty training programmes (higher and run through) – NIMDTA was rated highest for 11 out of 18 domains and five second highest for these UK-wide results.

In line with NIMDTA’s process for quality reporting, Specialty Schools and LEPs have been asked to provide feedback and actions regarding red indicators for training identified on the GMC NTS in 2018.

UK - All Specialties - Comparison for GMC Indicators 2018

Indicator	England	NI	Scotland	Wales	Ranking
Overall Satisfaction	81.22	83.61	83.03	82.13	1st
Clinical Supervision	92.41	94.43	93.90	92.57	1st
Clinical Supervision out of hours	90.15	92.58	91.37	90.16	1st
Reporting systems	76.21	78.89	78.36	74.11	1st
Work Load	49.85	51.71	52.01	51.92	3rd
Teamwork	75.13	77.72	76.65	73.75	1st
Handover	66.18	69.26	68.29	63.80	1st
Supportive environment	74.55	77.09	76.86	74.61	1st
Induction	80.07	82.91	82.72	80.06	1st
Adequate Experience	80.73	82.72	81.92	81.32	1st
Curriculum Coverage	77.70	80.65	79.13	78.06	1st
Educational Governance	74.96	79.52	76.34	75.82	1st
Educational Supervision	85.69	88.81	87.84	86.72	1st
Feedback	78.28	80.40	81.63	79.24	2nd
Local Teaching	75.27	76.77	76.27	76.55	1st
Regional Teaching	71.05	72.04	68.60	71.83	1st
Study Leave	63.89	67.70	69.22	63.91	2nd
Rota Design	59.30	63.70	63.30	60.01	1st

Feedback from trainees on NIMDTA formal education events is collected online using the Intrepid Course Management System which requires trainees to complete an assessment before a certificate of attendance is produced. Feedback from trainees is scrutinised and contributes to the strengthening and enhancing of these training days.

Following the GMC visit to NIMDTA in March 2017, the full GMC report was published in October 2017. NIMDTA continues to request and follow up on updates to the action plans to address the requirements and recommendations identified at each of the five HSC Trusts.

### Learning and Development Agreements (LDA)

NIMDTA has LDAs in place with each of the five HSC Trusts, QUB and PHA. In addition, NIMDTA has agreed an SLA with each GP Trainer. These agreements describe the responsibilities of each body in the management and delivery of postgraduate medical and dental education and training.

NIMDTA senior educators and Education Management teams continue to meet with the Medical Director and Director of Medical Education of each HSC Trust at least annually to ensure that postgraduate medical and dental education and training is being effectively managed and to discuss any new developments or outstanding concerns. This is also an opportunity to identify and share good practice.

### **Training in Educational Units**

NIMDTA is responsible to the GMC for managing and improving the quality of postgraduate medical education and training delivered in training practices (GP) and training units within the five HSC Trusts and PHA.

NIMDTA oversees and coordinates its functions of Quality Management through the NIMDTA QMG which meets every two weeks. This QMG aims to monitor, manage and improve postgraduate medical and dental education through a collaborative partnership with the Regulator (GMC), LEPs and the other stakeholders.

NIMDTA assesses the performance of training units in LEPs against GMC Standards for Medical Education and Training (Promoting Excellence) and against COPDEND's Standards for Quality Development. During 2017-18, NIMDTA carried out two specialty reviews, seven cyclical visits (including Psychiatry, General Surgery and General Medicine), one scheduled annual review (Paediatric Cardiology), one triggered visit, 34 visits to general medical practices (seven new practice visits; 27 reaccreditation visits) and three quality management visits to GP Out of Hours Centres. NIMDTA also carried out 29 visits to general dental practices during 2017-18 as part of the recruitment process for the Dental Foundation Training programme (25 of which were appointed as training practices). NIMDTA was involved in six visits to units under Enhanced Monitoring by the GMC. During 2017-18 NIMDTA worked with the GMC to resolve issues identified during the GMC National Review which took place in February and March 2017.

Reports from the visits were reviewed and assessed by the QMG, taking account of LEP action plans before the Final Reports were released. The outcomes of these visits were shared with the HSCB and PHA (through Liaison meetings), DoH (through the Medical Education Policy Group) and the GMC (online Dean's reporting processes).

### **NIMDTA Trainee Progress and Revalidation**

The Annual Review of Competence Progression (ARCP) takes place annually for each medical trainee to review progress in training/performance.

An ARCP panel is required to assess the adequacy of the evidence and documentation provided and to make a judgement about a trainee's suitability to progress to the next stage of training or to confirm if training has been completed satisfactorily. The Foundation Reference Guide (Foundation) and the Gold Guide (Specialty Training) describe the processes for conducting these annual reviews.

In addition, the ARCP panel is required to consider a self-declaration form from the trainees (Form R), Supervisor's reports and Employer's Exception reports and decide if there are any concerns about a trainee's ability to be recommended for 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. Each doctor has a Responsible Officer (RO) and has a connection to a designated body. The RO is responsible for making recommendations to the GMC as to whether the doctor is up to date, fit to practise and should be revalidated. For doctors in training in NI, their designated body is NIMDTA and their RO is the Postgraduate Medical Dean. The ROs for doctors in training base their recommendations on the outcomes of the ARCP process.

There are two decisions made at each ARCP panel – a decision about whether the trainee can progress to the next year of their training or complete training and a decision as to whether there are any concerns about their revalidation.

An ARCP panel must contain at least three members appointed by the Specialty Training Committee. In addition, where an unsatisfactory outcome is anticipated, the panel should contain a senior Deanery representative, an External Advisor and a Lay Representative.

Reports are requested from the Lay and External Representatives on NIMDTA ARCP panels on the processes and outcomes of the ARCPs and any learning from these reports is considered at the QMG and changes are made to the ARCP policy and to the teaching contained in ARCP workshops for Lead Educators.

NIMDTA processes and procedures regarding revalidation recommendations for trainees are overseen by the NIMDTA Revalidation Operational Group. The membership of this group, in addition to NIMDTA Senior Educators and Education Management staff, includes Trainee, Lay, HSC Trust and GMC Representatives.

During 2017-18, a positive revalidation recommendation was made for 361 doctors in training (76 for GP trainees and 285 for Hospital Specialty Trainees) bringing the total of positive recommendations for doctors in training in NI since revalidation began to 1,342. All requests for deferral of the recommendation made for doctors in training (249) were made as a consequence of their Certificate of Completion of Training (CCT) date having moved from the time they were first appointed to their programme, due to changes in the length of time their training was taking place over or due to involvement in a local investigation.

There were no doctors in training who required notification to the GMC for non-engagement with the revalidation process.

## GP appraisal

All General Medical Practitioners in NI must undergo an annual appraisal to maintain their status on the NI GP Performers' List. NIMDTA co-ordinates and manages the process of GP Appraisal in NI and works in partnership with DoH and HSCB under the guidance of a Central Board of Management. The governance arrangements are underpinned by a Service Level Agreement and a Communications Protocol with the HSCB which are updated annually.

NIMDTA appraised 1,585 GPs in 2017-18. NIMDTA worked effectively with HSCB to facilitate the HSCB Responsible Officer in making revalidation recommendations to the GMC for 41 GPs in NI during 2017-18.

The NIMDTA appraisal team meets with the HSCB revalidation team quarterly. This provides the opportunity for information sharing between the two groups and also for enhanced team building in facilitating the revalidation of GPs in Northern Ireland.

## Next Year NIMDTA will

1. Continue to follow up on concerns and areas for improvement identified from NIMDTA visits and **Quality Management processes** and escalate and report to the GMC and DoH as necessary.
2. Convene a working group to **improve trainee examination results**. This is a component of NIMDTA's SUCCEED Strategy.
3. Work with Trainee Ambassadors to set up a **peer interviewing programme** to assist trainee in preparing for specialty recruitment interviews. This is a component of NIMDTA's SUCCEED Strategy.
4. Appoint a Senior Educator and Education Management staff for **Placement Quality** to define what a good training unit looks like for each specialty.
5. Develop an LDA between NIMDTA and the **Northern Ireland Hospice** and between NIMDTA and **Marie Curie Hospice** to cover the academic year 2018 -19.



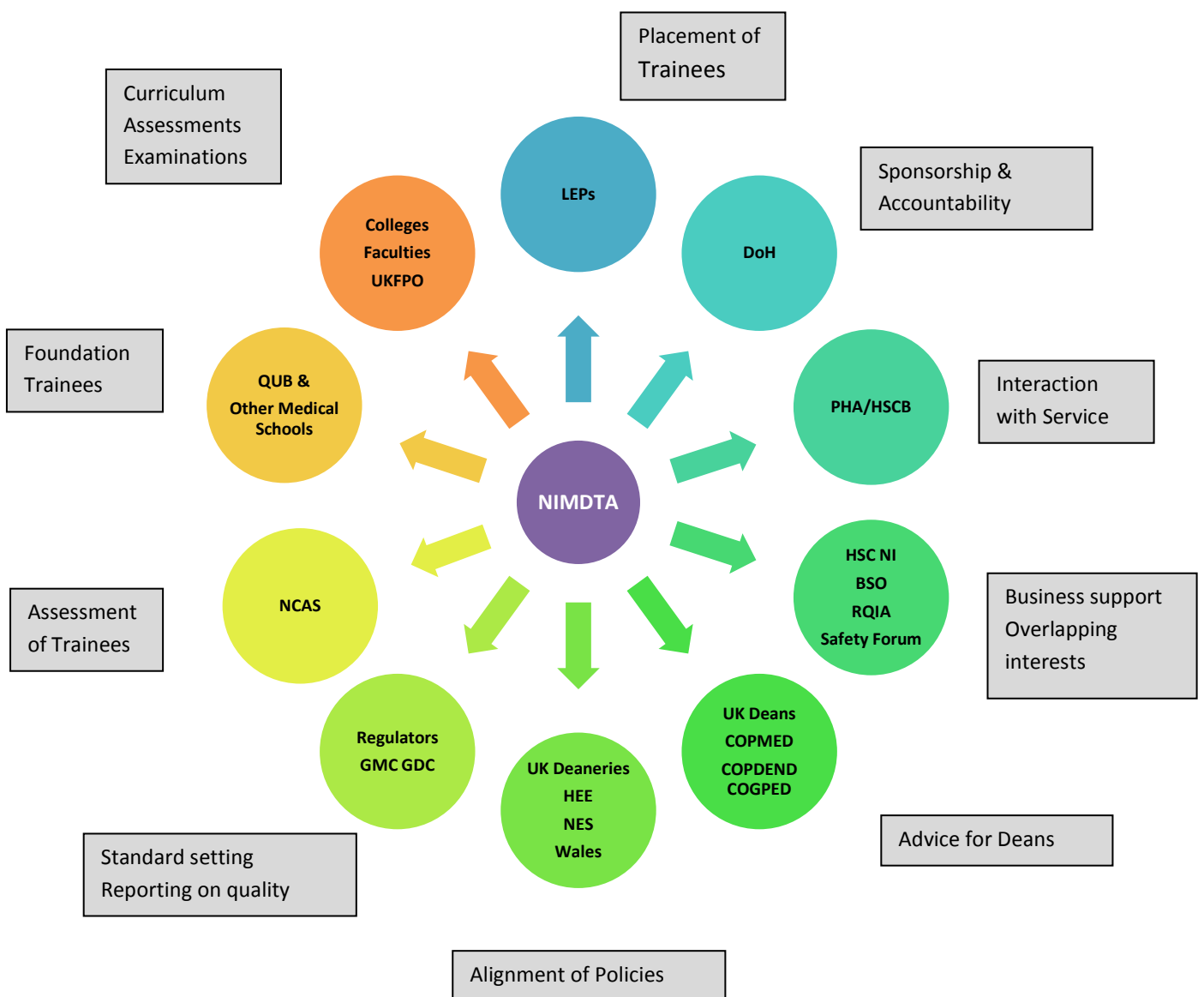
6. Liaise with the **DoH** to discuss a model of Medical Education support for Staff Grade and Associate Specialist (SAS) doctors in Northern Ireland.
7. Participate in a **Board Effectiveness** audit carried out by BSO Internal Audit by the end of the financial year.

## Goal 4: Raising the Standards

**Quality 2020 Aim:** We will establish a framework of a clear evidence-based standards and best practice guidance. We will establish dynamic partnerships between service users, commissioners and providers to develop, monitor and review.

### Partnership Arrangements

To carry out its roles effectively, NIMDTA needs to work closely with the following stakeholders:



## NIMDTA Contributions

NIMDTA contributes to the development and dissemination of standards and best practice guidelines through the participation of NIMDTA representatives in a wide range of National, GMC, DoH and Regional groups as detailed below.

During 2017-18, NIMDTA representatives participated in **National** groups and events regarding postgraduate medical and dental education:

- UK Foundation Programme Executive;
- UK Foundation Programme Board;
- UK Foundation Curriculum Group;
- UK Medical Education Database Development Group;
- UK Medical Education Reference Group;
- UK Recognition of Trainers Forum (16 May 2017);
- AoMRC Education Committee;
- Conference of Postgraduate Medical Deans (COPMeD);
- Committee of Postgraduate Dental Deans and Directors (COPDEND);
- Committee of GP Education Directors (CoGPED);
- COPMeD Senior Managers' Forum;
- COPMeD Revalidation Operational Group;
- COPMeD 4 Nations Revalidation Overarching Group ;
- COPMeD Professional Support Group;
- CoGPED/RCGP partnership group;
- CoGPED/General Practice Committee liaison group;
- Developing Excellence in Medical Education Conference;
- Health Foundation Q Cohort;
- HSC Quality Improvement (QI);
- ICAT Programme Steering Group;
- JRCPTB- SAC in Rehabilitation Medicine – as Lead Dean;
- MDRS Programme Board;
- MDRS Quality and Standards Group;
- MDRS Career Planning Group;
- MDRS Recruitment Group;
- National Multi-Specialty Conference (NACT);
- NES Annual Conference;
- RCGP Curriculum Development Group;
- RCGP Assessment Committee; and
- RCGP Specialty Advisory Committee.

During 2017-18 NIMDTA representatives participated in working groups and events organised by the **General Medical Council**:

- NTS Group;
- Quality Leads Group;
- Regional Advisory Forum;
- RO Reference Group;
- Revalidation Oversight Group;
- Education and Training Advisory Board;
- Equality and Diversity Advisory Group;
- Flexibility Review; and
- GMC Curriculum Oversight Group (COG).

During 2017-18, NIMDTA representatives participated in **DoH** groups and events:

- Medical Education Policy Group;
- Medical Leaders' Forum;
- Responsible Officers' Forum;
- Confidence in Care Revalidation Delivery Board;
- Library Advisory Group;
- Privacy Advisory Committee;
- Death Certification Implementation Working Group;
- Duty of Candour Working Group;
- Central Medical Advisory Committee;
- Employer Liaison Group;
- Leadership Strategy Steering Group;
- Workforce Strategy Steering Group;
- Innovation and Improvement Design Workshops;
- Quality 2020 Workshop;
- The Transformation Implementation Group; and
- Northern Ireland Medical School Places Review.

During 2017-18, NIMDTA representatives participated in regional groups and events:

- QUB-NIMDTA-Belfast Trust Clinical Academic Training Board;
- Joint QUB-NIMDTA Education Forum;
- QUB-NIMDTA Recognised Trainers' Working Group;
- QUB-NIMDTA Resilience Working Group;

- NI Confederation for Health and Social Care (NICON);
- NISHFN;
- PHA Medical Directors' Group;
- Quality 2020 Implementation Steering Group;
- eHealth Project Board;
- Postgraduate Medical Education Forum;
- BMA JDC/NIMDTA Liaison Group;
- NIMDTA/PHA/HSCB Liaison Group;
- Ulster Medical Society;
- HSC Trust Medical Directors' Group;
- QUB - NIMDTA Equality and Diversity Working Group; and
- NI Health & Social Care Postgraduate Education Forum.

### **NIMDTA and Quality 2020**

NIMDTA contributes to the Quality 2020 agenda through the involvement of Professor Keith Gardiner (Postgraduate Medical Dean) and Dr Claire Loughrey (Director of General Practice) as members of the Quality 2020 Implementation Group and the eHealth Project Board.

NIMDTA Simulation Lead Dr Mike Morrow and NIMDTA ADEPT Clinical Leadership Fellows Dr Sara Lawson and Dr Lorraine Bouzan have been leading a Quality 2020 Task – Improving Patient Safety through Multi-disciplinary Simulation and Human Factors Training. Patient safety will be improved by providing staff with a safe, simulated environment to practise clinical skills including human factors aspects such as communication, team working and situational awareness. Furthermore, the process of debriefing after simulation has been developed to enhance learning and standardise this approach across the region.

### **NIMDTA and External Quality Improvement Work**

Professor Gardiner and Dr Loughrey have been members of inaugural cohort of the Health Foundation Q initiative. Other NIMDTA Educators including Ms Brid Hendron (Postgraduate Dental Dean), Dr Camille Harron (Associate Dean for Careers and Professional Support) and Dr Louise Sands (Associate Director, GP) are also part of the Q Initiative. This initiative aims to make it easier for people from all parts of the health care system to enhance their skills in QI and make tangible benefits for patients.

Professor Gardiner chaired a parallel session on Key Activities to Promote Clinical Leadership at the NICON Conference 19 May 2017. He sits on the Quality 2020 Developing Professional Leadership Task Group which met in October 2017, along with Dr Loughrey, and he is also a

member of the Hyponatraemia Recommendations Implementation Liaison Group. This group met for the first time on 12 February 2018.

Other significant meetings attended by Professor Gardiner include:

- **Quality 2020** Showcasing Event in Mossley Mill (10 November 2017);
- Workshop on the **Measurement of Improvement**, facilitated by Mr Paul Rafferty (17 November 2017);
- The **Regional System for Innovation and Improvement** Workshop (7 December 2017), along with other NIMDTA Educators;
- The **Acute Hospital Inspection Programme** Engagement Workshop, facilitated by the RQIA (9 February 2018).
- **Hyponatraemia Recommendations Implementation** Liaison Group which met for the first time on 12 February 2018
- **Q Community** Event on 27 March 2018, in Crumlin Road Gaol.



The slide features the RQIA logo at the top, followed by the title 'Acute Hospital Inspection Programme (HIP) Engagement Workshop' and the date 'Friday 9 February 2018' at RQIA HQ, Belfast, from 10am to 2pm. Below this is a table titled 'Programme' with three columns: Time, Topic, and Key Speaker.

Time	Topic	Key Speaker
10.00 – 10.05am	Tea/Coffee & Arrival	
10.05 – 10.15am	Welcome & Introduction	Dr Lourda Geoghegan (Medical Director & Director of QI, RQIA)
10.15 – 10.45am	Overview of the Hospital Inspection Programme (HIP)	Dr Lourda Geoghegan (Medical Director & Director of QI, RQIA)
10.45 – 12.15	Group Work & Feedback – <ul style="list-style-type: none"> <li>• HIP Objectives</li> <li>• Inspection Methodology</li> <li>• Immediate feedback &amp; sharing findings</li> <li>• Contribution to improvement</li> </ul>	All Participants
12.15 – 12.45pm	Lunch	
12.45 – 1.30pm	Looking Forward	Dr Lourda Geoghegan (Medical Director & Director of QI, RQIA)
1.30 – 1.50pm	Open Floor Discussion	All Participants
1.50 – 2pm	Close	Dr Lourda Geoghegan (Medical Director & Director of QI, RQIA)

### NIMDTA and External Views

NIMDTA has recruited a team of 32 Lay Representatives to provide external scrutiny and contribute to a number of different Deanery activities. These activities included recruitment and selection panels, assessment panels (ARCP) deanery visits and appeal panels.

All Lay Representatives are required to prepare a report for NIMDTA on the processes and outcomes of the activity that they took part in.

A training event for Lay Representatives was held on 11 September 2017 when 23 Lay Representatives attended.

NIMDTA seeks externality by inviting educators from other parts of the UK to observe and take part in Deanery visits to educational units, in annual review panels to assess progress of trainees and for appeal panels. Each of these representatives is asked to prepare a report for the Postgraduate Medical Dean on the process and outcomes of the activity that they took part in.

NIMDTA received external review by the GMC regarding its organisation and delivery of Enhanced Monitoring visits (there were six of these carried out in 2017-18).

NIMDTA received information from the GMC on how NIMDTA trainees perceive training in NI compared with other regions of the UK (GMC NTS) and on how well NIMDTA trainees progress through their training (ARCP), succeed at examinations or succeed in their applications to enter specialty training. Trainees in NI rated NIMDTA first in 11 out of 18 categories assessed by the GMC NTS in March 2018 in comparison with the other three UK countries.

### General Medical Council

NIMDTA, as the Northern Ireland Deanery, is required to demonstrate compliance with the GMC standards and must satisfy itself that the LEPs, primarily the HSC Trusts, deliver postgraduate medical education and training to the standards required. NIMDTA carries out its functions through the conduct of Deanery Visits, the review of reports and action plans and the evaluation of trainee surveys and assessment outcomes.

Northern Ireland Medical and Dental Training Agency		
Lay Representative Training Programme		
Monday 11th September 2017		
Seminar Room, NIMDTA		
9.00 am	Arrival and Registration	
9.15 am	Welcome and Introductions	Dr Richard Tubman
9.30 am	Overview of ARCP processes and role of Lay Reps	Dr Ian Steele
10.00 am	Recruitment and selection	Ms Roisin Campbell
10.30 am	Coffee/Tea Break	
11.00 am	Lay Representatives group discussion – your chance to share ideas, concerns, good practice	Mr Oliver Boylan
11.30 am	Feedback to NIMDTA from discussion	All
11.45 am	How we responded to your feedback/Feedback to you	Dr Richard Tubman
12.30 pm	Wrap Up	Mr Oliver Boylan

NIMDTA is required to report to the GMC online through a live reporting method. This reporting from the Deanery is used by the GMC with other sources of information to monitor the quality of postgraduate medical education and training and ensure that the GMC standards for training are being met.

Any risks or areas of concern identified by the Deanery relating to the quality of training or patient safety were further reviewed against the results of the GMC's annual NTS which provides feedback on trainee's perception of the quality of their training.

The GMC, as part of its quality assurance processes, conducts scheduled visits to Postgraduate Deaneries and designated LEPs. It also carries out enhanced monitoring visits to LEPs if there are any significant areas of concern. There are currently four concerns subject to this process within NI. Details of the issues being monitored in this fashion are published on the Enhanced Monitoring section of the GMC website.

<http://www.gmc-uk.org/education/27111.asp>

## Internal Audit

NIMDTA utilised an outsourced internal audit function which operates to defined standards and whose work is informed by an analysis of risk to which the organisation is exposed and annual audit plans are based upon this analysis. Three corporate risk based audits were conducted in 2017-18:

### Allocation of Junior Doctors

In December 2017, Internal Audit carried out an audit of the allocation of junior doctors. The audit work specifically focused on the allocation of GP trainees and Core Medicine trainees in Year One of their training (ST1/CT1). NIMDTA received a satisfactory level of assurance with no Priority one or Priority two findings identified. An action plan has been put in place to implement the recommendations identified in this report.

### Quality Management

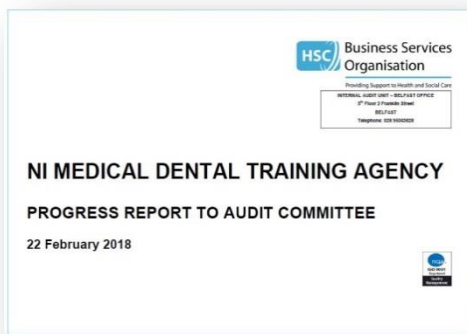
In September 2017 Internal Audit carried out an audit of NIMDTA's Quality Management processes.



The scope of the audit included the implementation of the Quality Management Framework, the monitoring arrangement to ensure the implementation of any recommendations identified, and the process of recording concerns and how these would be escalated if appropriate. NIMDTA received a satisfactory level of assurance with one Priority two finding identified. This recommendation has been fully implemented.

## Learning and Development Agreements

In March 2018 Internal Audit carried out an audit of this work stream. The scope of the audit included the effectiveness of the management of LDAs and to demonstrate value for money. NIMDTA received a satisfactory level of assurance with one Priority two finding identified. An action plan has been put in place to implement the recommendations identified in this report.



**ALLOCATION OF JUNIOR DOCTORS 2017/18**

**Level of Assurance**

**Satisfactory** Overall there is a satisfactory system of governance, risk management and control. While there may be some residual risk identified, this should not significantly impact on the achievement of system objectives.

**Executive Summary**

Internal Audit can provide satisfactory assurance in relation to allocation of junior doctors. Satisfactory assurance has been provided on the basis that:

- The system in place for the allocation of training places for the General Practice Trainees and Core Medicine is well-established, and clearly documented. Through review of the August 2017 intake, Internal Audit noted no issues in the allocation process, with the highest ranked trainees having been matched with their highest ranked practice, and this process was continued until all candidates had been offered a placement. All candidates were noted to have rejected or accepted their training placements.
- There is a documented process both for Core Medical and General Practice, to enable trainees competing for placements in these areas to have their allocation reviewed, if requested.
- NIMDTA works in close partnership with the various local education providers to ensure the training and supervision of trainees is appropriate. This is managed through the Quality Management Group which was set up to monitor and assess the delivery of postgraduate medical and dental training against national standards. Some General Practice posts will be managed through the GP Specialty Training Committee.

There are no significant findings in this report that impact on the assurance provided.

Findings include:

- The School of General Practice Board does not review the General Practice Specialty Training allocations annually.
- The "General Practice Specialty Training - Appeals Policy" was created in 2012, and there is no evidence of a subsequent review of the contents for appropriateness.

**Summary of Findings and Recommendations**

Finding	Number of Recommendations		
	Priority 1	Priority 2	Priority 3
1. Annual Review of Allocations	-	-	1
2. Review of Policy	-	-	1

### DEFINITION OF LEVELS OF ASSURANCE

The Level of Assurance that Internal Audit can provide on audit areas is defined as follows:

Assurance	Definition
Satisfactory	Overall there is a satisfactory system of governance, risk management and control. While there may be some residual risk identified, this should not significantly impact on the achievement of system objectives.
Limited	There are significant weaknesses within the governance, risk management and control framework which, if not addressed, could lead to the system objectives not being achieved.
Unacceptable	The system of governance, risk management and control has failed or there is a real and substantial risk that the system will fail to meet its objectives.

## NIMDTA and Communication with Trainees

NIMDTA actively seeks feedback from trainees and involvement of trainees in NIMDTA Committees.

NIMDTA engages with and listens to trainees in a number of ways:

1. NIMDTA Surveys of Trainees. NIMDTA conducts surveys of trainees before carrying out visits to the units in LEPs that they are allocated to. These surveys inform the visiting team and are discussed at NIMDTA's pre-visit briefing sessions of the visiting team.
2. GMC Surveys of Trainees. The GMC conducts an Annual Survey of Trainees. NIMDTA strongly supports the GMC in maximising the response rate of trainees in NI to this survey. NIMDTA reviews and distributes the results of this survey and provides responses to the GMC. Ninety-nine percent of NIMDTA trainees completed the survey in 2017-18. In this survey trainees raised eight patient safety issues but did not raise any undermining concerns.
3. NIMDTA visits to LEPs. NIMDTA has a rolling five yearly visiting cycle to visit all the training units in NI. During these visits, NIMDTA meets with trainees in peer groups to listen to their views in a confidential setting. Concerns raised by the trainees are discussed anonymously with trainers and fed back on the day to the Educational and Clinical Leaders in the LEPs and are included in NIMDTA's visit reports.
4. Trainee Representatives. NIMDTA includes trainee representatives in the membership of the Training School Boards (Foundation, Specialty and GP) which oversee the delivery of postgraduate medical education in each programme. NIMDTA also includes trainee representatives in appropriate Sub-Committees (Revalidation Operational Groups, Clinical Academic Training Board).
5. Trainee meetings. NIMDTA Educators meet with individual trainees to listen to concerns, discuss career choices and provide support.

The Foundation School has an active and well established Foundation Doctors' Forum which promotes inclusion of Foundation doctors' views in regional working groups and sends representatives to national meetings thus linking with Foundation doctors in other regions. Representatives of this Forum are full members of the Foundation School Board and include a final year Medical student along with an F1 and an F2 doctor. Issues pertaining to Foundation doctors are highlighted through this Deanery level reporting structure. The Foundation School links directly with the recruited and selected Foundation Programme Directors based in the LEPs, three times a year.

Opportunities exist to discuss areas of good practice and directly influence how they are disseminated in the region.

NIMDTA has a Trainee Forum bringing together trainee representatives from all the Foundation, GP, Dental and Hospital Specialty School Boards to provide a better opportunity for trainee views and feedback to be heard and to ensure that training in NI is delivered to the highest standard with the overarching aim of enhancing patient care.

The NIMDTA Foundation School introduced a Foundation Weekly Update from August 2014. This is circulated to all F1 doctors, F2 doctors and Foundation contacts. The objective of the Foundation Weekly Update is to streamline communication to all Foundation doctors, trainers in contact with Foundation doctors and all in health and medical education in Northern Ireland who are in contact with Foundation doctors.

All information is presented in 'bite sized' chunks relating to current issues relevant to front line healthcare staff. Regular features include topics such as Foundation e-portfolio and ARCP reminders; healthcare news and information alerts; Foundation and Specialty Recruitment information; Regional Generic Skills mandatory training information for all F2 doctors; information relevant to Foundation Programme trainers and those who act as supervisors; GMC information and new publications; Northern Ireland regional initiatives and their roll out; academic opportunities and educational meetings and Celebrating the success of current and past NIFS Foundation doctors.

**NIMDTA- Enhancing Patient Care through Training**

Welcome to the Foundation Weekly Update # 188 Friday 2 March 2018

**Oriel** Please be advised of the following in regard to Oriel compatibility with different web browsers. This has changed since publication of the current UKFP 2018 Applicants' Handbook. The Oriel applicant portal is compatible with Internet Explorer 11, Safari 7, Google Chrome 30+, Firefox 24+ and Edge. You are advised to use one of these browsers when using the website and preferably the most up to date version. The system is not compatible with Internet Explorer 7 - 10.

**Reviewing medical manslaughter laws:** The GMC Statement on 6 Feb 2018 States: We welcome the announcement by the Secretary of State to conduct a rapid review into whether gross negligence manslaughter laws are fit for purpose. Charlie Haxsey, Chief Executive of the General Medical Council said "We welcome the announcement today from the Secretary of State to conduct a rapid review into whether gross negligence manslaughter laws are fit for purpose in healthcare in England. The issues around GNM within healthcare have been present for a number of years, and we have been engaged in constructive discussions with medical leaders on this issue. As an independent UK-wide medical regulator we have committed to bringing together health professional leaders, defence bodies, patient, legal and criminal justice experts from all four countries to explore how gross negligence manslaughter or its equivalent in the devolved nations is applied to medical practice, in situations where the risk of death is a constant and in the context of systemic pressure. That work will include a renewed focus on reflection and provision of support for doctors in raising concerns. Doctors are working in extremely challenging conditions, and we recognise that any doctor can make a mistake, particularly when working under pressure. We know that we cannot immediately resolve all of the profession's concerns, but we are determined to do everything possible to bring positive improvements out of this issue. We look forward to participating in the government's review and will ensure that the outputs from Sir Norman Williams' work feed into our own wider four country review."

**Dame Clare Marx to lead medical manslaughter review:** The General Medical Council (GMC) review into how manslaughter by gross negligence and the equivalent offence in the devolved nations is applied to medical practice will be led by Dame Clare Marx who is Chair of the Faculty of Medical Leadership and Management and formerly an Orthopaedic Surgeon and President of the Royal College of Surgeons of England. Dame Clare will lead the independent review to explore how gross negligence manslaughter (GNM) cases are initiated and investigated in the UK.

**Lack of Engagement with e-portfolio:** Important information for all involved in Foundation training. Some Foundation doctors may display a lack of engagement with e-Portfolio requirements. Those who fail to complete stated requirements must be discussed with the respective local FPD (Foundation Programme Director) and other local Foundation Faculty in the local education provider (LEP). This lack of engagement may be reflected in other professional aspects. Where such concerns exist, they should be raised promptly and discussed in a timely fashion. It is important that doctors are appropriately reviewed by all named supervisors and where doubts about satisfactory progress exist this should be discussed in the local education provider (Trust /GP/Academic setting) and conveyed to the Northern Ireland Foundation School team at NIMDTA. Contact [Foundation.NIMDTA@nscni.net](mailto:Foundation.NIMDTA@nscni.net)

**Dr Barry Kerr won first prize in the Case Reports Poster section at the National Foundation Presentation Day in Bristol.** His case report "Full resolution of sub-acute osteoblastic osteomyelitis in an 11-year-old following non-surgical management?" An afebrile 11-year old re-presented with a four week history of traumatic limp and worsening right hip pain previously believed to be transient synovitis. Imaging revealed loss of bone density in the proximal femur, widening of cartilage space and a sympathetic effusion. These findings were indicative of subacute acetabular osteomyelitis, an uncommon condition with ill-defined symptomatology and an indolent disease course. Complications such as chronic osteomyelitis, avascular necrosis and growth abnormalities often arise secondary to a delayed diagnosis. A high index of suspicion is required to ensure a positive outcome with aggressive antibiotic therapy, if this rare infection is identified early. Following six weeks of flucloxacillin and fusidic acid full resolution was achieved. This case report has now been published in the Journal of Orthopaedics Traumatology and Rehabilitation. (Authors: Dr Barry Kerr, Mr Graham Finlayson, Ms Lara Thompson and Mr Jim McGinley)

**IMPORTANT Final year Medical students:** The UK Foundation Programme allocations to the NI Foundation School will be released on Thursday 8 March 2018. All who have been assigned to NIFS may prefer their post choices from 10.00hrs on Monday 12 March 10:00hrs to 16.00hrs on Monday 26 March 2018.

**DUO TO THE ON-GOING WEATHER CONDITIONS GENERIC SKILLS MODULE 3: QUALITY IMPROVEMENT @ UHD & MODULE 9: SAFEGUARDING @ NIMDTA WILL BE CANCELLED FOR TOMORROW, 02 MARCH 2018. PLEASE NOTE ANY OTHER MEETINGS IN NIMDTA WILL BE CANCELLED TOMORROW.**

Northern Ireland Foundation School Friday 02 March 2018  
Contact email: [Foundation.NIMDTA@nscni.net](mailto:Foundation.NIMDTA@nscni.net)

The information is confined to one A4 page and contains the key weekly messages relevant to all involved in Foundation Programme training in Northern Ireland.



There are also NIMDTA Newsletters for GP, Core Medical, Paediatric and Hospital Specialty Trainees and Dental Trainees.

### General Medical Council Curriculum Oversight Group (COG)

Professor Gardiner is a member of the GMC COG along with HEE, NES and Wales Deanery and the Departments of Health in the four nations. COG was created by the GMC in response to the GMC *Excellence by Design* document. COG ensures that the 3 yearly cycle of curriculum reviews deliver strategic change required and that the curricula written by the Royal Colleges and Faculties are aligned with the *Shape of Training* principles.

### NIMDTA and Trainee Opportunities

NIMDTA works closely with QUB to promote opportunities for clinical trainees to undertake academic training, to be involved in scholarly activity and to present their research work. In October 2017, NIMDTA partnered with QUB and the UMS to promote and organise a very successful Junior Doctors' Research Day for the third consecutive year.

The President of the Ulster Medical Society, Ms Angela Carragher, chaired the event and prizes were presented to trainees for the best poster and best oral presentations.

PROGRAMME FOR 2017

**Research for Trainees Opportunities, Presentations and Prizes**

Thursday 19 October 2017  
Postgraduate Centre, Belfast City Hospital, Belfast HSC Trust

09.00 – 09.10	Registration	
09.10 – 09.20	Welcome	Professor Pascal McKeown, Head of Medical School, Queen's University Belfast (QUB)
09.20 – 09.35	Why do Research if you want to be a Clinician?	Dr Maurice O'Kane, Director, Northern Ireland Clinical Research Network
09.35 – 09.50	Why do research as a trainee and how it will be part of my career?	Dr Ronan Gray PhD Student (QUB) and Surgical Trainee (NIMDTA)
09.50 – 10.05	Research Opportunities in Medical Education	Dr Jenny Johnston, Academic General Practitioner, Centre for Medical Education, QUB
10.05 – 10.20	How can you combine Research and Clinical Work?	Dr Cecilia O'Kane, Senior Lecturer and Respiratory Physician, Centre for Experimental Medicine, QUB
10.20 – 10.35	Clinical Academic Pathways	Professor Peter Maxwell, Director, Clinical Academic Training Programme (QUB & NIMDTA)
10.35 – 10.50	How to obtain Funding to undertake research	Professor Ian Young, Chief Scientific Advisor DHSSPS, Director HSC Research and Development and Consultant Chemical Pathologist
10.50 – 11.10	Tea/Coffee and Networking	
11.10 – 12.00	Keynote Address: "Reverse engineering" a clinical research career in the NHS	Professor Phil Kalra, Consultant Nephrologist, Chair of NIHR Renal Clinical Trials Network and Renal Association Academic Vice President

This meeting has been approved by the Federation of the Royal Colleges of Physicians of the United Kingdom for 5 category 1 (external) CPD credit[s]. [Code: 115103]

**Research for Trainees: Opportunities, Presentations & Prizes**

Thursday 19 October 2017  
Postgraduate Centre, Belfast City Hospital

NIMDTA's VALUED Trainee initiative is committed to recognising and applauding the achievements of trainees in various aspects of training, including research. NIMDTA in collaboration with the Ulster Medical Society (UMS) and Queen's University Belfast (QUB) hosted its third annual "Research for Trainees: Opportunities, Presentations & Prizes" day in Belfast City Hospital Postgraduate Centre. Not only did this event recognise and celebrate the achievements of trainees who have already undertaken research projects but it also highlighted the importance of research for the advancement of medical science as well as how trainees of all levels of training and specialties, participate in research. This was highlighted in the first half of the programme where leading figures in research gave presentations that inspired and motivated trainees to become involved.

Professor Pascal McKeown (QUB) opened the morning symposium with a Welcome Address, this was followed by a presentation from Dr Maurice O'Kane (Director of Northern Ireland Clinical Research Network) on "Why do Research if you want to be a Clinician?". Dr Ronan Gray (previous PhD Student and Surgical Trainee) then took the podium to share his experiences in research as a trainee with a presentation entitled "Why am I doing Research as a trainee and how it will be part of my career?". Dr Gray informed the audience of what to expect when choosing an academic pathway e.g. MD vs PhD and provided tips for applying for fellowships as well as highlighting the opportunity of a good work-life balance. Dr Jenny Johnston (Centre for Medical Education) informed the audience of "Research Opportunities in Medical Education" as she shared her own personal story in research and detailed what a medical educator does as well as listing the current research interests that are ongoing in the Centre for Medical Education at present. Dr Cecilia O'Kane (Centre for Experimental Medicine) gave practical advice on "How do you combine Research and Clinical Work?" and recommended that trainees engage with research experts and build networks. Dr O'Kane also highlighted the importance of managing time commitments between clinical and research work. Professor Peter Maxwell gave the audience an insight into "Clinical Academic Pathways" from medical school, through Foundation years and into Specialist training and beyond CCT, highlighting Academic Fellowships sponsored by Wellcome, AC/ACL opportunities and the ICAT programme. Finally, Professor Ian Young, completed the symposium with a presentation entitled "How to obtain Funding to undertake research". Prof. Young emphasised that good research can take place even with limited funding and recommended tips for applying for research funding. He also provided advice on how fellowship and grant applications are assessed.

Professor Ian Young, Dr Jenny Johnston, Dr Maurice O'Kane, Dr Ronan Gray and Professor Phil Kalra agreed to share copies of their presentations with interested parties. Please contact Ms Clare Campbell to receive these presentations (clare.campbell@hscni.net).

Pictured below are some of the speakers from the morning symposium.

Dr Ronan Gray, PhD Student (QUB) and Surgical Trainee (NIMDTA)

Dr Cecilia O'Kane, Senior Lecturer and Respiratory Physician, Centre for Experimental Medicine, QUB

Professor Peter Maxwell, Director, Clinical Academic Training Programme (QUB & NIMDTA)

Professor Ian Young, Chief Scientific Advisor (DHSS), Director HSC Research & Development & Consultant Chemical Pathologist

## NIMDTA Clinical Leadership Fellows' Programme (ADEPT)

NIMDTA in cooperation with partner host organisations in Northern Ireland launched a Clinical Leadership Fellows' programme for the first time during the training year 2015-16. The third cohort began their Fellowship year in August 2017.

This programme provides senior doctors and dentists in training with an opportunity to take time out of programme for one year to work in an apprenticeship model with senior leaders in host organisations in Northern Ireland to gain organisational and leadership skills.

Clinical Leadership Fellows undertake one or more specific projects in their host organisations under supervision, attend formal leadership training including mentoring and coaching, and are provided with opportunities to network and learn with healthcare colleagues.

**adept**

Achieve | Develop | Explore

PROGRAMME FOR TRAINEES

NI Clinical Leadership Fellows' Programme

In addition to the specific projects, other host-based opportunities include attending and chairing meetings and working with multi-professional teams on a wide variety of other projects in their host organisations. The number and range of projects in which the Clinical Leadership Fellow is involved depends on the host organisation.

The aims of this programme are that Clinical Leadership Fellows will, by the end of their placement, have gained experience and an understanding of the following:

1. How the HSC works so that they can be more effective as leaders and managers and work in partnership with other leaders and managers;
2. The strategic vision of health and social care in NI and the factors that influence this strategy;
3. The ability to identify leadership and management styles and how to employ those styles;
4. The relationship between clinical practice and service management;
5. Thinking differently through reflective practice;
6. Effective leadership and management of projects;
7. Enabling others through working in a management role;
8. Working in teams from a variety of stakeholders;
9. Networking with senior colleagues facing similar challenges; and
10. Influencing and negotiating skills.

A Leadership Development Programme has been delivered as part of ADEPT by the HSC Leadership Centre. This provides eight full days of training during the year spent in ADEPT by Leadership Fellows. During 2017-18, Clinical Leadership Fellows have been working towards a Level 7 ILM in Leadership and Management.

The Leadership Development Programme involves:

- 1) Induction;
- 2) Module 1- Project Management & IT Skills;
- 3) Module 2- Leading with Care;
- 4) Module 3 – Leading Improvement;
- 5) Module 4 – Engaging the Team;
- 6) Module 5 – Systems Leadership;
- 7) Module 6 – The Resilient Leader; and
- 8) Final Module and Assessment.

During 2017-18, ADEPT Fellows were placed in host organisations in NI – Belfast HSC Trust, HSCB, NIMDTA, RQIA, HSCLC, South Eastern Trust, Southern Trust and Western Trust.

Fellows had opportunities to present at DoH Medical Leaders' Forum, NICON Annual Conference and to attend the GMC Regional Advisory Forum and NIMDTA Educator events.



The ADEPT Clinical Leadership Fellow opportunities have been featured in the Ulster Medical Journal and the Royal College of Surgeons in Edinburgh (RCS(Ed)) newsletter.

## Educational Excellence

NIMDTA organised its second Educational Excellence Day entitled **Dare to Excel** on 14 June 2017. This day opened with a keynote lecture on Educational Excellence from the Permanent Secretary and Chief Executive of HSC, Mr Richard Pengelly. This was followed by presentations of awards to trainees for Excellence in Research, Quality Improvement, Medical and Dental Education, Professional Examinations, National Awards and Outstanding Contributions to Society. The 2016-17 ADEPT Clinical Leadership Fellows made presentations about the projects they undertook during their Fellowship year and received awards marking their significant contributions.

 <b>Dare to Excel</b> NIMDTA Educational Excellence Day Wednesday 14 June 2017 Ballroom, Stormont Hotel		
0900-0920	Registration Tea and Coffee	
0920-0930	Welcome and Introductory Remarks	Dr Michael McBride, Chief Medical Officer
0930-1000	Keynote Address Value of the HSC Workforce	Mr Richard Pengelly, Permanent Secretary & Chief Executive of HSC
1010-1030	Presentation of Awards for Educational Excellence	Mr Richard Pengelly
1030-1050	Coffee/Tea Network Opportunity	
1050-1300	ADEPT Clinical Leadership Fellow Presentations (10 minutes- presentation; 2 minutes- questions)	Questioners: Dr Michael McBride, CMO Ms Eileen Taylor, HSCIC Dr Simon Harper, HSCB
	Running Order: Dr Anna O'Keefe Dr Charles Smeaton Dr Judy Curtan Dr Lindsay Thompson Dr Rachel Doherty Dr Ruth Thornbury Dr Sara Lawson	
1300-1330	Lunch	
1330-1345	ADEPT Clinical Leadership Fellows' & CCT Awards	Dr Michael McBride
1345-1400	Announcement re VALUED Strategy	Prof Keith Gardiner, Postgraduate Medical Dean

The Educational Excellence Day saw the launch of the **VALUED Strategy**. The VALUED Strategy is designed to enhance patient care by attracting, welcoming, developing, celebrating, supporting and encouraging high calibre doctors to train and remain in Northern Ireland.



The strategy aims to do this by six specific actions:



The Educational Excellence Day also saw the launch of the **NIMDTA Trainee Ambassador Scheme**.



The Ambassador Scheme has been developed to align with the VALUED Strategy with the overall aims of:

- Promoting connections between trainees;
- Highlighting benefits of training; and
- Strengthening the engagement between NIMDTA and trainees.



Ambassadors will gain new skills and be supported in their role with regular meetings at NIMDTA. Ambassadors will initially be appointed for a one year period, with the option to continue in post after this if desired and with support of their Educational Supervisors.

Ambassadors will assist NIMDTA in the promotion of training programmes in NI, being a point of contact for new trainees with their programmes, promoting leadership opportunities such as iQUEST, ADEPT, EQUIP & ENGAGE, attend NIMDTA events and meetings with Leaders and Senior Educators to enhance communications and collaboration across training programmes.

ADEPT Fellows from 2017-18 were inducted into the AlumNI programme following completion of their projects. The aims of the AlumNI programme are to enable previous ADEPT Clinical Leadership Fellows to maintain and develop their leadership skills through attendance and participation in leadership workshops and seminars, continuing involvement in leadership and QI activities in their training programmes and in their training units/hospitals, maintaining connections with the ADEPT Clinical Leadership Fellows' Programme and engaging with the leadership community in HSC NI and UK-wide.



The year 2017-18 also saw the second **ENGAGE** programme, a Leadership and QI programme aimed at final year trainees in GP, Hospital Specialty and Dental Specialty training programmes. ENGAGE aims to challenge, develop and support doctors and dentists in training to ensure that they are prepared to lead effectively. This programme was delivered on behalf of NIMDTA by the HSCLC on Monday evenings beginning in November 2017 and is due to be completed with a Showcase Event in June 2018.

In December 2017 NIMDTA, in conjunction with the RQIA launched the **RQIA Clinical Trainee Associate Programme**. This programme afforded senior trainees the opportunity to support RQIA's Acute Hospital Inspection Team on inspection visits.



### Next Year NIMDTA will

1. Organise its **Second EQUIP Celebration Day** for GP Trainees for 28 June 2018 at Mossley Mill. EQUIP is a QI Programme for GP trainees which aims to give trainees an opportunity to learn about QI by taking on a QI project within groups underpinned by introductory theory, training in QI tools and mentorship from local QI leaders using the ECHO collaborative training model;
2. Hold its **Second ENGAGE Showcase Event** on Monday 4 June 2018. This will be an opportunity for trainees to present the QI projects that they have been involved in during their participation in the ENGAGE programme;
3. Organise its **Third Annual Educational Excellence Day – Dare to Excel** on 22 June 2018 at the La Mon Hotel. At this day the keynote address will be delivered by Sir Nigel Hamilton, Former Head of NI Civil Service and ADEPT Clinical Leadership Fellows will make presentations based on their QI projects;
4. Launch its **SUCCEED Strategy** at the Annual Educational Excellence Day on 22 June 2018. The aim of this strategy is to attract, welcome, develop, celebrate and support doctors and dentists in training to Northern Ireland;

5. In collaboration with QUB, NIMDTA has organised its **Seventh Annual Clinical Education Day** for Thursday 25 October 2018 aimed at undergraduate and postgraduate teachers and trainers. This year the conference is entitled 'Realistic Medical and Dental Education' and will include keynote addresses on 'Health and Wellbeing 2026: What has been delivered so far?', 'BREXIT: What does it mean' and 'Differential Attainment'. In addition to the three symposia, there will be ten workshops;
6. In collaboration with QUB and UMS, NIMDTA has again organised a **Research for Trainees Day** on 2 November 2018 at the Postgraduate Centre, Belfast City Hospital;
7. Support the **NISHFN** to organise their Third Annual on 11 October 2018 at Lagan Valley Island;
8. In collaboration with QUB, NIMDTA will be organising for the fifth year an **Annual Professional Support Conference** on 21 November 2018 at Riddel Hall, QUB;
9. Continue to be represented in **tripartite meetings with DoH and HSC Trusts** to discuss trainee recruitment and allocations in during 2018-19;
10. Offer **Zoom Education Sessions** on a variety of topics to Dental trainees during 2018-19; to include the Statement of Dental Remuneration (SDR), QI and Leadership and Research;
11. Introduce **APLAN for Dental Foundation Trainees** in 2018-19, which will allow for peer assessment of clinical cases;
12. In conjunction with the three other nations and HEE, sit on the **HEE Foundation 4 Nations Policy Working Group**;
13. NIMDTA will work in conjunction with the **RCP Postgraduate Deans Liaison Group**;
14. The Postgraduate Dean will participate in the **RCS(Ed) Advocacy Group**; and
15. NIMDTA Senior Educators will be become members of **DoH Junior Doctors Management Reference Group**.

## Goal 5: Integrating the Care

*Quality 2020 Aim: We will develop integrated pathways of care for individuals. We will make better use of multidisciplinary team working and shared opportunities for learning and development in the HSC and with external providers.*

While NIMDTA is not directly involved in delivery of care for individuals, NIMDTA is involved in multi-disciplinary transformation working groups (Workforce Strategy Steering Group; Innovation and Improvement Design Workshops; Leadership Strategy Core Group).

NIMDTA promotes multi-disciplinary team development through the Dental CPD programme for Dentists, DCPs and for Dental Teams. This CPD programme continued to be popular. These courses provide 2,364 educational opportunities for dental registrants. Educational opportunities for DCPs continue with the externally accredited NEBDN Certificate in Special Care Dental Nursing. Dental Radiography will also be delivered for Dental Nurses for the first time, in 2018.

NIMDTA, jointly with HSCB, also delivered regionally on the oral presentation of systemic diseases to a multi-disciplinary audience of both General Medical and Dental Practitioners.

NIMDTA runs generic skills training sessions for its 250 Foundation Year two doctors and for 1,100 Specialty Trainees on multi-disciplinary team working.

In 2016-17 members of NIMDTA's senior team met with BSO on two occasions and the Head of the NI Centre for Pharmacy Learning and Development to explore areas for collaborative working.

In May 2017, September 2017 and January 2018 NIMDTA met with Leaders from NIPEC, the Clinical Education Centre (BSO), NI Centre of Pharmacy Learning and Development, HSCB and DoH to set up a multi-professional **Northern Ireland Health & Social Care Postgraduate Education Forum**. The aim of this forum is to facilitate strategic discussions concerning inter-professional education across the HSC and promote cross-organisational relationship, understanding and collaborative working.

## Next Year NIMDTA will

1. Be joining the **AoMRC Safe Clinical Systems** working group to provide guidance on the implementation of effective and safe clinical systems throughout the UK;
2. Be represented on the **HSCB Regional Plastic Surgery and Burns Group** commencing in April 2018 by Dr Ian Steele (Director of Hospital Specialty Training and Professional Development);
3. Be represented on the Project Board of the **HSC Daycase Elective Care Centres (DECC)**, endorsed by the Transformation Implementation Group, by Professor Gardiner;
4. Be represented at the **Quality 2020 Event** in June 2018 aimed at sharing the work of the group by NIMDTA educators and senior managers;
5. Be represented on the **Developing Professional Leadership Task Group**, a Quality 2020 subgroup by the Postgraduate Medical Dean and Education Manager;
6. Be represented at the **Regional Serious Adverse Incident** Learning Workshop in June 2018;
7. Be represented at the **NICON Conference** in April 2018 by Educators, Senior Management and ADEPT Fellows;
8. Be represented on the **Collective Leadership** Reference Group by the Postgraduate Medical Dean;
9. Be represented at the **Collective Leadership** Implementation Group by the Education Manager;
10. Be represented at the **HSC Single Employer's** Working Group by the Education Manager and Postgraduate Medical Dean;
11. Be represented at the **DoH Hyponatraemia Recommendation Implementation Group** by the Postgraduate Medical Dean; and
12. Be represented on the **DoH Inquiry into Hyponatraemia Deaths Workstream Six group** by the Postgraduate Medical Dean.

## References

COGPED: Committee of GP Education Directors

<http://www.cogped.org.uk/>

COPDEND: UK Committee of Postgraduate Dental Deans and Directors

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

COPDEND: Quality Development of Postgraduate Dental Training in the UK 2012

[http://www.copdend.org/content.aspx?Group=guidance&Page=guidance\\_quality%20development%20of%20postgraduate%20dental%20training%20in%20the%20uk%202012](http://www.copdend.org/content.aspx?Group=guidance&Page=guidance_quality%20development%20of%20postgraduate%20dental%20training%20in%20the%20uk%202012)

COPDEND Standards for Dental Educators

[http://www.copdend.org/data/files/Downloads/COPDEND\\_Standards%20high%20resolution.pdf](http://www.copdend.org/data/files/Downloads/COPDEND_Standards%20high%20resolution.pdf)

COPMED: Conference of Postgraduate Medical Deans of the UK

<http://www.copmed.org.uk/>

GMC Quality Assurance Framework

<http://www.gmc-uk.org/education/qaf.asp>

GMC Promoting Excellence

[http://www.gmc-uk.org/Promoting\\_excellence\\_standards\\_for\\_medical\\_education\\_and\\_training\\_0715.pdf](http://www.gmc-uk.org/Promoting_excellence_standards_for_medical_education_and_training_0715.pdf) 61939165.pdf

GMC Excellence by Design

[https://www.gmc-uk.org/-/media/documents/Excellence\\_by\\_design\\_standards\\_for\\_postgraduate\\_curricula\\_0517.pdf](https://www.gmc-uk.org/-/media/documents/Excellence_by_design_standards_for_postgraduate_curricula_0517.pdf) 70436125.pdf

GMC Good Medical Practice

[http://www.gmc-uk.org/Good\\_medical\\_practice\\_English\\_1215.pdf](http://www.gmc-uk.org/Good_medical_practice_English_1215.pdf) 51527435.pdf

Foundation Reference Guide 2016 and Curriculum

<http://www.foundationprogramme.nhs.uk/pages/home/reference-guide>

A Guide to Postgraduate Specialty Training in the UK (Gold Guide Fifth Edition)

<https://www.copmed.org.uk/images/docs/publications/Gold-Guide-6th-Edition-February-2016.pdf>

Shape of Training: Securing the future of excellent patient care

[https://www.shapeoftraining.co.uk/static/documents/content/Shape\\_of\\_training\\_FINAL\\_Report.pdf](https://www.shapeoftraining.co.uk/static/documents/content/Shape_of_training_FINAL_Report.pdf) 53977887.pdf

## Abbreviations

ACF	Academic Clinical Fellows
ACL	Academic Clinical Lecturers
ADEPT	Achieve, Develop, Explore Programme for Trainees
ALS	Advanced Life Support
AoMRC	Academy of Medical Royal Colleges
ARCP	Annual Review of Competence Progression
BMA	British Medical Association
BMA JDC	British Medical Association Junior Doctors' Committee
BSO	Business Services Organisation
CCT	Certificate of Completion of Training
CE	Continuing Education
COG	GMC Curriculum Oversight Group
COGPED	Committee of General Practice Education Directors
COPDEND	Committee of Postgraduate Dental Deans and Directors
COPMED	Conference of Postgraduate Medical Deans
CIPD	Chartered Institute of Personnel and Development
CPD	Continuing Professional Development
CPR	Cardiopulmonary Resuscitation
CT	Core Trainee
DCP	Dental Care Professional
DECC	Daycase Elective Care Centres
DCT	Dental Core Training
DoH	Department of Health
ECHO	Extension of Community Healthcare Outcomes
ENGAGE	Clinical Leadership and Improvement Programme
EQUIP	Educating for Quality Improvement for GP trainees
FMLM	Faculty of Medical Leadership and Management
Form R	Registration Form (for trainees with NIMDTA)
F1	Foundation Year 1
F2	Foundation Year 2
GDC	General Dental Council
GDPR	General Data Protection Regulation (2018)
GMC	General Medical Council

GP	General Practice
HEE	Health Education England
HQ	Headquarters
HSC	Health and Social Care
HSCB	Health and Social Care Board
ICAT	Irish Clinical Academic Training
ILM	Institute of Leadership and Management
iQuest	Improving Quality and Understanding to Enhance Specialty Training
LEP	Local Education Providers
MD	Doctor of Medicine
MDRS	Medical and Dental Recruitment and Selection
NACT	National Association of Clinical Tutors
NCAS	National Clinical Assessment Service
NEBDN	National Examining Board for Dental Nurses
NES	NHS Education for Scotland
NHS	National Health Service
NI	Northern Ireland
NICON	Northern Ireland Confederation for Health and Social Care
NIMDTA	Northern Ireland Medical and Dental Training Agency
NIPEC	Northern Ireland Practice and Education Council (for nursing and midwifery)
NISHFN	Northern Ireland Simulation and Human Factors Network
PBSGL	Practice-based Small Group Learning
PHA	Public Health Agency
PhD	Doctor of Philosophy
PSU	Professional Support Unit
QI	Quality Improvement
QMG	Quality Management Group
QUB	Queen's University of Belfast
RCP	Royal College of Physicians
RCS (Ed)	Royal College of Surgeons of Edinburgh
RO	Responsible Officer for Revalidation
RQIA	Regulation and Quality Improvement Authority
SAC	Specialty Advisory Committee
SAS	Staff Grade and Associate Specialist Doctor
SQE	Safety, Quality and Experience



STEP	Belfast Trust Quality Improvement Programme for Senior Trainee Doctors
ST	Specialty Trainee
STATUS	NIMDTA'S Recognising Trainers Programme (Selection; Training; Appraisal; Transfer of Data; Underperformance Management; Support)
SUCCEED	NIMDTA's SUCCEED Strategy (Supporting Training, Understanding the Curriculum, Covering the Curriculum, Ensuring Opportunities for All, Enhancing Prospects, Discovering Purpose)
UK FPO	UK Foundation Programme Office
UMBRELLA	UK Medical Revalidation Evaluation Collaboration
UMS	Ulster Medical Society
VALUED	NIMDTA's VALUED Strategy (Voice is Listened to, Applaud & Acclaim Success, Life-Work Balance, Up to Date & High Quality Training, Enhanced Learning Opportunities, Distinctive).