

Minutes of the Diagnostics Specialty Training Board, held at 10.30 am on Tuesday 29 March 2016 in Meeting Room 2, NHS Education for Scotland (East Region) Level 8, Ninewells Hospital, Dundee with videoconference links

Present: Clare McKenzie (CMK) Chair, Jonathan Weir-McCall (JWM).

By videoconference: *Aberdeen* - Shona Olson (SO), Fiona Payne (FP); *Edinburgh* - Fiona Ewing (FE), David Summers (DS); *Glasgow* - Frances Dorrian (FD), Rob Fleming (RF), Peter Galloway (PG), Sai Han (SH), Wilma Kincaid (WC), Iain McGlinchey (IMG).

Apologies: Celia Aitken (CA), Raj Bhat (RBh), Ralph Bouhaidar (RBo), John Bremner (JB), John Cumming (JC), Clair Evans (CE), Vicky Hayter (VH), Peter Johnston (PJ), Marie Mathers (MM), Hamish McRitchie (HMR), Rowan Parks (RP), Emma Watson (EW).

In attendance: Helen McIntosh (HM).

Item	Lead
<p>1. Welcome and Apologies In PJ's absence, Professor Clare McKenzie chaired the meeting. She welcomed all and apologies were noted.</p>	
<p>2. Minutes of the meeting held on Monday 25 January 2016 One amendment was noted: Page 1, Item 3.1, first paragraph, final sentence to read 'Two potential routes from Radiology: ...' With this amendment the minutes were accepted as a correct record of the meeting and will be posted on the website.</p>	
<p>3. Matters arising/actions from previous meeting 3.1 Nuclear Medicine update SH reported he emailed the STC Chair in London for clarification around recruitment and that he confirmed that recruitment to the ST3 Nuclear Medicine/Radiology posts were at the same time as Radiology recruitment. The ST6 Radiology post will be recruited in November. Next year's recruitment will be discussed at the National STC meeting which SH will attend. CM asked for early sight of decisions that are agreed - SH will provide feedback to her and PJ after the meeting for consideration by the STB. It was agreed to move the item to the Updates section on the agenda.</p>	<p>SH Agenda</p>
<p>3.2 SPAN data/Data collection - Correct ISD information NSS has accepted there was an issue with ISD data eg incorrect coding, University posts not transferring from SWISS and WTE counting. This will be taken forward for all specialties using the new national HR system. PJ had also asked STB members to highlight this in their own Health Board areas.</p>	
<p>3.3 Interventional Radiology (IR) and Neuropathology recruitment FD confirmed IR posts were advertised and the TPD was aware. Approval has been received from the College for Neuropathology; the business case</p>	

for a TPD was approved by NES Kenexa and would be advertised.

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| 3.4 | <p>STB Membership
Members agreed to invite all TPDs to join the STB. CM will formally invite them.</p> | CM |
| 3.5 | <p>Meeting: PJ and Bill Bartlett – to be arranged
PJ will take this forward and planned to arrange an April meeting.</p> | PJ |
| 3.6 | <p>HMR feedback from SAMD
In HMR's absence there was nothing to report. The item was deferred to the next meeting.</p> | HMR
Agenda |
| 3.7 | <p>Proposal for subgroup to address IR training
CM noted the need for a more clarity about IR training programme and proposed that she and PJ will arrange meetings with IR trainers to discuss deliverability. The first meeting will discover what the issues were/if there were issues and how to resolve. She and PJ will keep the board updated on progress.</p> | CM/PJ |
| TRAINING MANAGEMENT | | |
| 4. | <p>Recruitment update: information from specialty leads
FD reported there was as yet no information from Oriel available on Vacancy Manager however she hoped a summary will be available by the end of the week. Once available she will circulate information to the STB.</p> <p>DS confirmed that all Radiology posts filled although they were unclear about one additional post – information obtained through Google!</p> | FD |
| 4.1 | <p>GMC approval
CM recorded her thanks to all those who completed the required documentation. The GMC had taken a firm line this year in that all training locations had to be approved for each programme resulting in a considerable amount of work for hospital training teams. FD noted the number of training sites in the CIT combined programme and was concerned at the workload. Professor William Reid would report on COPMeD/GMC discussions. This was not an issue this year as all current trainees were in approved posts and none would be disadvantaged. The list of approved sites was available to view on the GMC website and CM asked STB members to check it and inform FD if there were any anomalies.</p> | All
FD |
| 4.2 | <p>SMT programme information
The SMT recruitment website contained all programme descriptors some of which were more up to date than others. This was essential information for trainees and FD asked the STB to check these and highlight with their local administrator if there were anomalies. HM will circulate the link to the site to the STB. Information from TPDs and trainees would also be helpful.</p> | HM |
| 4.3 | <p>2016 MTI Trust Placement Opportunities
The Royal College of Pathologists form to record applications for 2016 opportunities in the Medical Training Initiative in Pathology – MTI (Path) was circulated to the STB. Currently there were no MTI posts in any of the pathology specialties. CM will confirm with PJ whether any action was required.</p> | CM |

FP noted there were 2 routes for appointing MTIs – either locally or via the Colleges, which runs the process twice a year and takes responsibility for all arrangements. PG reported there was one post in Biochemistry. He cautioned that these posts involved a considerable amount of extra work. PK was also confirmed RCPE and RCP also ran a system of appointment where an eligible person was identified and the College made visa and other arrangements.

CM confirmed that each College had a different MTI process and trainee level may not be equivalent to UK standards. Funding usually came from service but some countries, generally the Gulf States, funded these via their governments. There were issues around PLAB for GMC recognition and overall the process was complex but could be worth exploring via Colleges.

PROFESSIONAL DEVELOPMENT

There was no business to discuss.

QUALITY

5. **Quality Update – SQMG**

FE reported that 2 triggered and 2 scheduled visits have taken place in Edinburgh and Glasgow from which there were a number of recommendations. Visit reports were produced. A visit to Chemical Pathology in Dundee has been arranged for 9 May, which CM will lead and FE will attend. This will be the first visit to a national programme and will be viewed as a pilot for small specialties. Videoconference links will be provided for trainers and Clinical Scientists.

FE also noted that the pre-visit questionnaire was being revamped and trainees will be encouraged to complete it. The NTN survey opened last week and will provide vital information for the QRP in September.

The Glasgow visit had highlighted trainees concerns around the career pathway but otherwise were generally happy with their training. (See CIT Update later)

The Quality workshop at the Scottish Medical Education Conference on 5/6 May was aimed mainly at TPDs however STC members were welcome to attend. It was planned to discuss the TPD report and the visit process. CM said the new process was bedding in and she was keen for TPDs to attend the workshop to ensure better engagement and learn from their experience.

FP noted she had not received paperwork for the forthcoming Aberdeen visit. FE contacted the Quality Information Manager who confirmed that the agreement was that all visit correspondence was sent to DMEs who then circulated it to TPDs and others. FE will feedback to the Deanery Quality Management Group that this arrangement was not working and request a review.

FE

FACULTY DEVELOPMENT

STRATEGIC PLANNING AND DIRECTORATE SUPPORT

No items were discussed.

6. **Update reports**

6.1 **Lead Dean/Director**

CM noted the recruitment cycle was the main current issue.

- 6.2 **Histopathology**
 FP noted that 7 of 8 posts advertised had filled. However, Aberdeen had not filled all its posts and would go into a second recruitment round. ARCP panels have been an issue in terms of sourcing externality. CM confirmed that this was becoming a recurrent theme across specialties. Ten per cent of ARCPs must have externality and this was difficult for small specialties. A Training Management meeting has been arranged for Monday 4 April to discuss ARCP processes and feedback will be available for the next STB meeting. **CM**
- FP reported the SPAN working group in Histopathology met quarterly to consider how to work together across Scotland.
- 6.3 **Diagnostic neuropathology**
 A post has been advertised. CM and PJ will look at workforce numbers for the specialty. **CM/PJ**
- 6.4 **Paediatric Pathology**
 Two posts will be advertised in Round 2.
- 6.5 **Forensic Histopathology**
 An additional funded post has been approved and advertised in Dundee/Aberdeen.
- 6.6 **Radiology**
 SO reported the College had an efficient process for organising ARCPs and allocated regional advisers to panels. She and her colleagues have also agreed to hold an annual informal TPD meeting in Scotland to share information. This will be held in May in Dundee with CM invited to attend.
- 6.7 **Medical Microbiology**
 6.8 **Combined Infection Training**
 CM noted general unease from trainees around programmes as identified at recent QM visit to Glasgow. PJ has raised this with Dr Colvin at Scottish Government highlighting the lack of service clarity on the impact on laboratory specialties in taking on CIT trainees as this results in less time spent in the labs. CM and PJ will work with CIT TPDs to raise the issue with the service describing the effect that CIT will have over the next couple of years. PK also noted that posts were currently being advertised for joint training and felt that Health Boards were not yet aware that trainees will not be badged for a single specialty and the likely impact on workforce depending on who they were replaced by. CM will seek PK's assistance. **CM/PJ**
PK
- 6.9 **Virology**
 No update was received.
- 6.10 **Chemical Pathology and Metabolic Medicine**
 PG reported interviews will take place on 5 May. They were struggling to recruit Clinical Scientists and it has been agreed that GGC will pay for an additional Band 6 post next year.
- 6.11 **Nuclear Medicine**
 6.12 **Trainees Issues**
 6.13 **Academic issues**

6.14 **Service issues**6.15 **DME**6.16 **Lay representative**

No updates were received.

7. **Received for information: Gold Guide v6 (website link)**

Noted for information.

8. **AOCB**8.1 **Filling gaps in specialty training**

On behalf of JB, PK requested an update on the proposals to fill gaps in specialty training. CM highlighted the process regarding expansion of NTN – Information was gathered from a number of sources including STBs, thereafter RP and Anne Dickson, NES Business Manager, prepared a paper for the Transitions Group, which was the decision making group. This Group meets 3-4 times per year and is chaired by Dr Colvin. NES had looked at ways of funding additional NTN e.g. using LTFT fractions and OOPs - the result was the approval of some additional posts in Diagnostics specialties. It was recognised that there will always be unfilled NTN as there were insufficient numbers of trainees coming out of FY2 so increasing NTN numbers did not necessarily resolve the deficit in the workforce.

9. **Date and time of next meeting**

The next meeting will take place at 10.45 am on Tuesday 7 June 2016 in Room 7, Westport, Edinburgh. *Please note this is a face-to-face meeting.*

Actions arising from the meeting

Item no	Item name	Action	Who
3.	Matters arising/actions from previous meeting		
3.1	Nuclear Medicine update	To provide feedback to CM and PJ after STC meeting; item to move to Updates section on agenda.	SH Agenda
3.4	STB Membership	To invite all TPDs to join STB.	CM
3.5	Meeting: PJ and Bill Bartlett – to be arranged	To arrange April meeting.	PJ
3.6	HMR feedback from SAMD	Agenda item for June meeting.	HMR
3.7	Proposal for subgroup to address IR training	To arrange meetings for IR trainers and update STB on progress.	CM/PJ
4.	TRAINING MANAGEMENT Recruitment update: information from specialty leads	To circulate information once available.	FD
4.1	GMC approval	To check list and inform FD of anomalies. To submit CIT and specialties information to GMC	All FD
4.2	SMT programme information	To send web link to STB to update.	HM
4.3	2016 MTI Trust Placement Opportunities	To confirm with PJ on any action required.	CM
5.	QUALITY Quality Update	To request review of visit paperwork	FE

		arrangements at DQMG.	
6. 6.2	Update reports Histopathology	To feedback on ARCP discussion at TM meeting regarding externality.	CM
6.3	Diagnostic neuropathology	To consider workforce numbers.	CM/PJ
6.7 6.8	Medical Microbiology Combined Infection Training	To arrange discussions with CIT TPDs and Service.	CM/PJ, PK