

**Minutes of the Foundation Programme Board (FPB) meeting held on Tuesday 05 December 2017
at 2pm in Room 8, 102 Westport, Edinburgh by Videoconference**

Present: Kim Walker (KAW) Chair, Jennifer Duncan (JD), Clare McKenzie (CMK), Mo Al-Haddad (MAH), Tom Drake (TD), David McQueen (DMQ), Andrew Todd (AT), Brian Neilly (BN), Caroline Whitton (CW), Christine Rea (CR), Cameron Kennedy (CK), Fiona Cameron (FC).

Apologies: Duncan Henderson (DH), Yatin Patel (YP), Mary Rimbi (MR), Brian Singer (BS).

In attendance: Chris Duffy (CD).

1. Welcome and apologies

The chair welcomed all to the meeting and apologies were noted.

2. Minutes of previous meeting 30 August 2017

One alteration was noted under item 5 paragraph 2. The sentence should read, "A recent taskforce in England has drafted a proposal to increase the amount of Foundation trainees in Psychiatry placements". The minutes were then approved as an accurate record.

2.1. Actions from previous meeting 30 August 2017

KAW still hasn't received a flowchart showing how prioritisation takes places within Digital and so will chase up with David McColl (DMC). CR gave a verbal update on the status of teaching attendance within TURAS development, new stories have been written, teaching attendance is a high priority and work is being done. All other action points will be covered in today's agenda.

KAW

3. Notification of AOB

Some concerns have been expressed over allocation to GP posts but it was agreed this would be better to discuss in detail at FPOG. Visa issues were also briefly discussed but due to moving to National recruitment the problem has now gone for Scotland. FY1s doing other shifts will be discussed in AOB.

4. Matters arising

4.1. Recruitment 2018

Applications are now all in and currently the UK is oversubscribed. However, based on modelling and dropout rate it is expected that all vacancies will not be filled. There was an issue with the Oriel system, all applicants were supposed to be sent an email but 64 didn't get sent the email. Due to these system errors, those who missed the reminder were allowed to apply and 21 out of the 64 submitted applications, 2 of these were from Scotland.

4.2. FPD Contracts

This item is now complete and can be taken off the agenda.

4.3. Foundation Psychiatry posts update

We have been encouraged to increase the number of Psychiatry posts in foundation but it is important that these posts are of good quality. DH is meeting with Rhiannon Pugh (RP) and the Royal College to share intelligence and discuss potential opportunities. There are grave concerns regarding Psychiatry in NHS Tayside, Ronald MacVicar will represent NES in a visit to review the service. After further discussion, the board agreed that posts with red flags should be avoided, the quality of these posts is very important and educational opportunities in these posts should also be considered.

5. Health and Disability – GMC slides

This was a presentation from the GMC at a recent committee and FSD meeting. It made for a really interesting discussion. There are a group of experts currently looking at this and the slides have been shared to raise awareness. The GMC are keen for Scottish input into the meeting and CMcK has already collected some good examples for the GMC visit. The group briefly discussed some individual cases. It was agreed that it is important to consider what is realistic and reasonable.

6. Turas for AHPs

All AHPs will require a Turas account in due course. This can now be taken off the agenda.

7. Deanery Induction/Shadowing Week 2018

The East/West split was raised, the West receive 4 paid days (1 NES) whereas the East side of the country receive 6 (1 NES). This was discussed in detail around the room. Issues included the importance of delivering the educational component, not overloading the trainees and the balance between importance of shadowing and mandatory induction. A central day was considered but this would be logistically impossible for the West. In the end it was agreed this can be discussed in more detail at FPOG. CR will also create a list of all inductions across the boards.

CR

8. QI/QM

8.1. GMC Visit 2017

The Deanery are meeting with the GMC next week, so far there has been lots of positive feedback. Immediate feedback will be provided on the day and the main feedback will be shared at the next TIQME meeting.

8.2. Reports from SQMGs

The SQMG is taking place immediately after this meeting.

8.3. QRP

No update was received.

8.4. Educational sign off of rotas

There was no appetite from MDET to take this on. AT asked the group to keep the pressure on regarding teaching attendance.

9. Foundation Programme Groups

9.1. Academic

Graham Currie (GC) is the new FPD lead on the academic group.

9.2. Curriculum and Assessment (FPC&A)

There are delivery problems in immersing simulation. The trainees will be through by July but not in time for their ARCPs. This mainly due to adjustment to the 35hour rule. The editorial process for the LIFT/LEG modules is now complete and a chief editor is being sought. A new group has been created called GAVEL which is looking at creating new e-learning modules. 30 applicants were shortlisted and 8-10 will be appointed and represent FY1 to ST7 across different specialties and regions. AT attended a recent academy meeting and e-learning for health were reporting a 33% drop on elearning modules being accessed but recent trainee feedback has asked for more modules.

9.3. Operations (FPOG)

No update was received.

10. Student and Foundation Trainee updates

No updates were received. DH to encourage attendance.

DH

11. For information

12. AOB

FY1s doing other shifts was briefly discussed around the board. NHS Tayside run a FY bank and in Lothian FY1s work locally in unbanded posts. There is a piece of work to be done to gather local arrangements for FY1s and the Medical bank.

13. Meeting dates 2018

06 February, 2pm, Room 6 WP, Room 18 2CQ

03 May, 2pm, Room 8 WP, Room 18 2CQ

06 September, 2pm, Room 8 WP, Room 8 2CQ

04 December, 2pm, Rooms TBC

Actions

#	Item	Action	Who?
2.1.	Actions from previous meeting	KAW still hasn't received a flowchart showing how prioritisation takes places within Digital and so will chase up with David McColl (DMC).	KAW
7.	Deanery Induction/Shadowing Week 2018	it was agreed this can be discussed in more detail at FPOG. CR will also create a list of all inductions across the boards	AT CR
10.	Student and Foundation Trainee updates	DH to encourage attendance.	DH