

# SCOTTISH FOUNDATION SCHOOL

Scotland - home of medical excellence



[www.scotlanddeanery.nhs.scot](http://www.scotlanddeanery.nhs.scot)

## Welcome to the 6th edition of your Foundation Newsletter

In this edition you will find advice on preparing your portfolio for specialty applications, as well as information about UKFPO Leadership Fellow applications, training courses and events and ARCP reminders.

If you are an AFP trainee you will recently have received a survey about your experiences of your AFP. We appreciate your input in completing this survey to help improve the AFP programmes in future.

### Useful Links

[Scotland Deanery website](#)

[Platform — e-Portfolio](#)

[Scottish Medical Training website](#)

[The Foundation Programme \(UKFPO\) website](#)

[Guidance for Trainees and Trainers on Undertaking Additional Work Whilst in a Postgraduate Medical Education Training Programme](#) has been published by Conference of Postgraduate Medical Deans of the UK (COPMeD) and aims to give clarity for trainees and trainers about undertaking additional work whilst in a Hospital/GP training post.

### What do you want to see in future editions?

Please email any  
**COMMENTS**

[sfas@nes.scot.nhs.uk](mailto:sfas@nes.scot.nhs.uk)

Ideas

Article  
Suggestions

Feedback

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# Tailoring your portfolio for specialty applications

Article written by Dr Daniele Fanelli, F1 doctor currently based in General Medicine, Western Isles Hospital

This winter, doctors have competed for more than 700 vacancies across 20 different specialty pathways offered in Scotland. Competition for certain specialties can be particularly fierce, as highlighted on the [UK National Recruitment competition ratio webpage](#). It is therefore important to read early the [person specifications](#) and to build your curriculum accordingly. In this guide, I have highlighted the key elements that should be part of your portfolio, together with some practical tips on how to maximise your chances of being successful in your application.

## Quality Improvement (QI) Projects

Every Foundation doctor is expected to take part in a QI project during F1. When it comes to specialty applications, remember that quality is more important than quantity. A single, closed-loop audit submitted to a conference will attract more points than several single-loop projects that are not presented. Remember that your project should follow a [QI methodology](#) (“Plan, Do, Study, Act”). The level of involvement is also crucial; designing and leading an audit is more impressive than simply participating in data collection.

## Publications

Publications are often regarded as the difficult section of the portfolio, and this is because they usually come as a result of months of work on a research project. Of course, being first or co-author of an original **research article** published in a peer-reviewed journal is going to attract many points in this section. Look around in your department and almost certainly there will be someone working on a project who is looking for help. **Case reports** are less demanding alternatives, and there are many journals accepting interesting cases for publication, such as [BMJ Case Reports](#). If you have read an interesting journal article and would like to comment, submit a **letter to the editor**. Some journals will also accept **personal views, communications and experiences**; these might be less valuable than an original article, but they are better than empty space in this section.

## Presentations

You should aim to present every project that you complete. Try to submit your work to a national presentation, such as the National Foundation Doctors’ Presentation Day. Visit the [Scotland Deanery Courses and Events webpages](#) to keep track of other national and regional events around you. Local presentations may be less attractive, but they are easier to achieve; departmental QI or Morbidity and Mortality meetings are excellent occasions to present clinical cases or other departmental projects. Oral presentations usually score more points than posters.

## Teaching

Having some form of teaching experience is expected from every Foundation doctor. Fortunately, there are ample opportunities to engage in informal teaching sessions with medical students attached to your department; remember to submit a “Developing The Clinical Teacher” form after these sessions and to reflect on it to demonstrate your involvement in teaching. If you feel particularly keen, you could even organise and run a course consisting of a series of teaching sessions; this would certainly look positive during interviews. If you want to refine your teaching skills, consider attending one of the courses held by the different Scottish Colleges. If you are thinking about a teaching career, it might be worth considering a degree in Education such as those offered by the Scottish Universities. Some of these degrees can be completed online via distance learning, but be aware that they can be very intensive and might require significant time management skills to complete while working full-time!

### Commitment to Specialty

If you want to impress at interview, you should try to demonstrate your commitment to the chosen specialty. This can be done in different ways. The more far-sighted of you might already have electives or intercalated degrees carried out during the undergraduate degree which are great examples of commitment to specialty. As a Foundation doctor, try to organise a Taster in your preferred specialty; speak to your Foundation Programme Director if you have doubts on how to do it. If you fancy becoming a surgeon, complete many Direct Observations of Procedural Skills (DOPS) related to that specialty. Practical skills can be refined also through the multitude of surgical courses offered by the Royal Colleges. Sitting a postgraduate examination is another great way to show commitment to specialty. Every QI project, research work, presentation or publication that is related to your specialty can represent another form of commitment and impress interviewers.

### *The Foundation School says...*

Thank you Daniele for that really helpful information. Remember that career advice is available through the Deanery. Your FPD will be able to direct you to an appropriate TPD for detailed information on specialty-specific requirements and can help you organise [Tasters](#).

Please also look at the [Careers page](#) on the Scotland Deanery website. Remember that there is a wealth of evidence in your Foundation e-portfolio demonstrating your strengths, learning and feedback in your TABs. This information is there for you to promote yourself and demonstrate that you are prepared and ready for specialty recruitment so keep it up to date and use it to ensure you get the post you want; it's not just for ARCPs.

Please also remember that specialty-specific careers advice and interview structures are usually available on the Royal College Websites.

As always the Foundation School, your Associate Postgraduate Deans, FPDs and Educational Supervisors are there to help with any career questions you might have.

## ARCP 2019 reminders...

The national ARCP evidence deadline is **5pm on Friday 31st May 2019**. However, ARCPs will be taking place in June and July. Any submissions after the deadline of 31<sup>st</sup> May 2019 will be considered as late submissions and you are likely to receive an outcome 5. Following this, if the required evidence is submitted, your FPD will consider if your evidence is satisfactory for achievement of an outcome 1 or 6.

Full ARCP requirements can be found on the [Scotland Deanery website](#). An at-a-glance table is available to allow you to easily check that you have completed all the requirements.

If you anticipate difficulties in meeting your ARCP requirements please speak to your FPD as soon as possible. If you have any other queries regarding ARCP requirements, please e-mail the Scottish Foundation School via [sfas@nes.scot.nhs.uk](mailto:sfas@nes.scot.nhs.uk).

## UKFPO Leadership Fellow

The UKFPO is delighted to announce a training secondment opportunity. The knowledge and skills acquired through this post will provide leadership experience and it is anticipated that at the end of the secondment, the Fellow will be equipped to identify him/herself as a leader and to promote and disseminate learning in leadership to others.

The application window will be open from 13th to 17th May 2019. Please note that the application window will close once a sufficient number of applications have been received hence only the first 100 applications will be considered.

Click [here](#) to see a poster advertising this post.

Click [here](#) to see the job description for this post.

## Training Courses and Events

### Foundation Academic Conference

Friday 17th May 2019

#### Edinburgh International Conference Centre

The Foundation Academic Conference 2019 will take place on Friday 17th May 2019. The conference will be trainee-centred and will be of interest to academically minded medical students, Foundation trainees and any faculty or more senior colleagues who are involved with Academic Foundation trainees. Themes of academic research, education and leadership training will be included. There will be a focus on Foundation trainees themselves and their experiences. Please go to the [UKFPO website](#) to register to attend.

Further training opportunities can be found on the Scotland Deanery website or by clicking the link below:

#### [TRAINING COURSES AND EVENTS](#)

Disclaimer: Allowing an event, conference or course to be advertised on our website does not imply endorsement by the Scottish Foundation School

Previous Scottish Foundation School Newsletters and other helpful information on your training in Scotland, as well as news from the UK Foundation Programme Office, can be found on the [Scotland Deanery website](#).