**Minutes of the Anaesthetics, ICM and EM Specialty Training Board held on Friday 07 December 2018 at 11.30am in Room 5, Westport, 102 Westport, Edinburgh (with vc links)**

**Present:** Neill O’Donnell (NOD) Chair, Monika Beatty (MB), Linda Crawford (LC), Stephen Friar (SF), Alistair Hurry (AH), Graeme McAlpine (GMA), Carol MacMillan (CMM), Ronald MacVicar (RMV), Alastair McDiarmid (AMD), Cieran McKiernan (CMK), Joy Miller (JM), Alastair Murray (AM), Hugh Neill (HN), Debbi Paterson (DP), Andrew Paterson (AP), David Ramsay (DR), David Semple (DS), Karen Shearer (KS), Malcolm Smith (MS)

**Apologies**: Shabbir Ahmad (SA), Fiona Cameron (FC), William McClymont (WMC), Rowan Parks (RP), Malcolm Sim (MS), Radha Sundaram (RS)

**In attendance**: Paola Solar (PS)

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| **Item** |  | | **Lead** |
|  | **Welcome and apologies**  The attendees introduced themselves and were welcomed to the meeting.  The apologies were read. | |  |
|  | **Minutes of meeting held on 13 September 2018**  The minutes of the previous meeting were approved as a correct record.  The action points of the previous meeting were completed or on this meeting’s agenda. | |  |
|  | **Matters Arising /Action points** | |  |
|  | Shape of Training  RMV reported that all Colleges are working to update their curricula to make it Shape-compliant by 2020. | |  |
|  | **Workforce Planning** | |  |
|  | Anaesthesia  The request for 10 additional ST and 5 additional CT for next year has been supported by the Transitions Group and the Scottish Government. Negotiations about funding are ongoing.  Distribution of the new posts will be as follows:  West: 5 ST and 2 CT  South East: 2 ST and 1 CT  East: 1 ST and 1 CT  North: 2 ST and 1 CT | |  |
|  | Emergency Medicine  There has been no news about the specialty request for additional numbers. If it has not been approved, another request will be put forward next year. | |  |
|  | Intensive Care Medicine  One expansion post in the South East has been confirmed, including funding, totalling 12 posts in Scotland. | |  |
|  | ICM Workforce plan  The Board had seen the paper drafted by MB regarding the issues of ICM establishment in Scotland.  The first issue arises because almost 65% of current ICM trainees in Scotland are funded by other specialties. This will become a more serious problem when the CCTs cannot be replaced as they have been funded by other specialties.  The second issue relates to dual trainees initially funded by Anaesthesia who are now obtaining their CCT, but they will only be replaced by Anaesthesia trainees.  MB’s paper proposes to recycle funding in the same round of recruitment to ICM establishment in each region, on a case by case basis. The STB was supportive of the proposal but this will have to be taken to MDET for further approval. NOD and MB will work on future ICM establishment. | | **NOD/MB** |
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|  | **Recruitment** | |  |
|  | Anaesthesia  CT interviews will take place in Dundee on 23, 24, 27 and 28th of January. There are 143 applicants for 60-65 posts.  ST interviews will take place in Dundee on 15 and 16th of April. | |  |
|  | Emergency Medicine  Interviews on 14-16 January, in Edinburgh. As part of the UK recruitment, there will be a single transferable score. | |  |
|  | Intensive Care Medicine  Interviews will be done from 12th March over 4 days.  Anaesthesia ST3 trainees applying for dual training will be given time to the end of the week so there is no clash with exams. | |  |
|  | MDRS Review  RP set up a Task and Finish group to gather all specialties’ views about remaining in the UK Recruitment system. The vast majority of specialties are keen to remain part of the UK recruitment process. Specialties with recruitment centres in Scotland also want to continue to do so.  Anaesthesia takes part in UK recruitment, but not in the single transferable score. However, clearing is done UK-wide. | |  |
|  | Core rotations  It has been recommended that all Core training, including ACCS, give more detailed indicative rotations to candidates so that the posts show as much information as possible.  NOD noted that Core Anaesthesia in the West could do it in a few paragraphs. EM in the North, East and South East would be relatively simple, but more complex in the West region. | |  |
|  | Recruitment Lead  The Transitions Group have asked that there is an identified Recruitment Lead for each specialty.  WMC is the Lead for Anaesthesia. The EM TPDs will discuss amongst themselves and will let NOD know. MB will be the Lead for ICM. | | **EM TPDs** |
|  | **Quality Management/Improvement** | |  |
|  | sQMG Highlights  The QRP took place in September - the plan for future activity was agreed and the good practice letters were sent out. There are no sites on Enhanced Monitoring and no triggered visits, only scheduled ones.  The Quality Annual Report is now available and will be sent out to the Board. | | **PS** |
|  | **ARCP** | |  |
|  | Cross-region workingupdate  All three specialties have agreed on a system.  This item can be taken off the agenda. | |  |
|  | ARCP outcomes Deanery report  The document with a summary of all ARCP outcomes has been sent out to the Board. There is consistent 80-90% satisfactory outcomes across Scotland. Once more data is available the Board will be able to draw more conclusions. | |  |
|  | **MDET/LDD report**  RMV reported that currently there is focused work regarding flexibility and trainees’ wellbeing, undertaken by GMC, NES and Colleges.  The Scottish Clinical Leadership Fellowship recruitment is open.  Lindsay Donaldson, GGC’s DME, will lead next year on the “2019 Year of the Trainer”.  The GMC have published two worthwhile reports: Training environments (based on the GMC survey); and State of Medical Education in practice.  England is piloting supporting LTFT requests for any reason – in particular to combat burn out in EM. | |  |
|  | **Colleges Reports**  No Anaesthesia report.  AP had attended the last CEM training standards meeting where there have been proposals to discuss core training and make all run-through, but still keeping recruitment process for ST4.  The Faculty of ICM is working on the new curriculum. | |  |
|  | **Trainees’ reports**  Anaesthesia trainees have had discussions around training SPA time as this is not consistent across regions. England have already looked at it. EM ST3 have 1 day in alternate months or ½ day/month. This is in addition of 30 days of study leave. Trainees felt that some regions are more resistant to offer SPA time. | |  |
|  | **Papers for information**  There were no other papers received for information. | |  |
|  | **Any other business**  There were no other businesses. | |  |
|  | **Dates of meetings 2019** | |  |
|  | Fri 22 Feb, 11.30am, Room 1, Westport  Fri 24 May, 11.30am, Room 1, Westport  Fri 20 Sep, 11.30am, Room 1, Westport  Fri 13 Dec, 11.30am, Room TBC, Westport | |  |
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**Action points**

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| **Item No.** | **Item Name** | **Action** | **Lead** | **Deadline** |
| 4.3.1 | ICM Workforce plan | To work in ICM establishment numbers and present proposal to MDET. | NOD/MB | 22/02/19 |
| 5.6 | Recruitment Lead | To identify an EM Recruitment Lead for Scotland and let NOD know. | EM TPDs | 22/02/19 |
| 6 | QM/QI | To send out Quality Annual Report | PS | 22/02/19 |
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