

## Guidance for Acting up as a Consultant (AUC) during Covid-19

### This paper is for: Trainees, Training Programme Directors (TPDs), Heads of School (HoS), Medical Staffing and Directors of Medical Education (DMEs)

We are aware that some Trusts / Health Boards are asking trainees in their final year of training, to act up as a consultant during the COVID-19 pandemic. The purpose of this short paper is to provide clarification on the process by which this should be approved and recorded.

#### Principles for managing AUC requests and approvals:

1. Trainees acting up as consultants will need to have appropriate supervision. Support would not normally be given for a trainee acting up without appropriate supervision for them in the acting up role.
2. The training programme director (TPD) should approve the acting up arrangement. This is to enable the time to be credited towards a CCT if appropriate. Trainees must complete the OOP application available online in local postgraduate medical and dental education (PGMDE) offices/Deaneries, which should be signed by their TPD.
3. AUC requests are managed through the OOPT process as set out in the Gold Guide (GG8: 3.166) which are normally approved for a maximum of three months. However, during the COVID-19 pandemic the Postgraduate Dean may allow exceptional extensions for a longer period of AUC, if appropriate in accordance with GG8: 1.12
4. Requests for trainees to act up in a different Trust / Health Board from the one they are currently working within would not normally be approved unless there are exceptional circumstances.

#### **Example of good practice:**

*Asking a final year trainee to act as the consultant covering medical admissions, an ED shift or a theatre list with appropriate support i.e. one of the consultants available at all times for advice by phone or face to face.*