

## Educational and Clinical Supervision

### Guide for supervisors COVID -19 FiY1

The Scotland deanery gratefully acknowledges the good will of clinicians who are taking on the role of educational and clinical supervision of the FiY1 doctors. These new doctors have been welcomed early into the workforce and our hope is that they have a valuable experience in a supported learning environment.

FiY1s are required to have a named clinical supervisor and a named educational supervisor who may be the same individual. The GMC have requirements of the supervisors and trainees which must be met as described in this document.

#### **Educational and clinical supervision**

FiY1 trainees will have access to TURAS e-portfolio although it is possible that this will not be available on the first day of employment. Work is being undertaken to ensure this is done in a timely fashion. Trainees will also be allocated an FPD. They will be allocated to COVID programs- COVID East, West etc

The TPM team will record on TURAS the supervisors to these roles from the existing supervisor database supplied by the DMEs. Allocation of supervisors will be done by the DME in conjunction with the APGDs in each region. In this current climate clinicians are likely to be committed to front line care or may be unwell. Having both an ES/CS and FPD will secure support for these trainees.

Educational activity recorded and performed during the FiY1 post can be counted towards the F1 year however time spent will not count.

The GMC have set requirements for supervisor meetings. They will require an ES/CS induction meeting and a clinical supervisors and educational supervisors report at the end of the post.

#### **Mandatory supervisor meetings**

**Educational/ Clinical supervisor induction meeting- ideally to take place within 2 weeks of starting posts.** Where the ES and CS roles are the same individual then the combined ES/CS form should be used otherwise the FiY1 will need separate CS and ES induction meetings and the appropriate forms. Ideally this meeting should be face to face but given social distancing it could take place virtually by VC or by telephone. Email contact is not considered satisfactory for these trainees as a first meeting. This meeting must be recorded on TURAS on the e-portfolio.

At the CS/ ES induction meeting(s) the supervisor will be asked to confirm the PDP for the FiY1. They should tick YES here and write short and appropriate detail in the PDP eg Exposure to general medicine in a district general hospital.

#### **Checklist of topics to be covered**

- Do you know who your clinical / educational supervisor(s) are?
- Have you had health board induction, eg IT, passwords, badges?
- Have you had departmental induction?
- Are you aware of your roles and responsibilities?
- Are you aware of who you would contact in hours and out of hours? (weekend working is considered OOH)

- Do you have any concerns about your preparedness for practice and do you need any additional clinical teaching?
- Are you aware of the pastoral support available for you-please supply any written information such as contact details and arrangements? (if available)
- Have you received a rota, and do you understand what is expected of you?

### **Educational supervisor End of Placement meeting**

This should be completed towards the end of the post and recorded in the portfolio. The ESR will ask if the educational requirements have been met. There are no educational requirements required so it is appropriate to write yes here.

If there has been activity, please review and comment as you would usually.

The report will require you to comment as to whether the FY has met the standard required to complete the post. The FiY1 post does not count towards the F1 ARCP so it is acceptable to tick the satisfactory box. If you feel that they have not performed at the level of an F1 you should write your concerns and constructive feedback on the form so that the FiY1 can take this forward as learning into their formal F1 post. Any major concerns should be raised with the Associate Postgraduate Dean so that support/ targeted learning etc can be initiated at the start of F1.

### **Clinical supervisors End of Placement report**

This should be recorded towards the end of the post and recorded in the portfolio. Any concerns that have been raised should be noted here to help support the FiY1 going forward into their F1 post but will not count against them in their F1 year. This should be regarded as constructive advice rather than a satisfactory/ unsatisfactory.

### **FPD role**

Trainees will be allocated into COVID program and will have a responsible FPD for this period of working. There is no requirement to hold an FPD meeting with the FiY1 however you should offer advice and support if you are contacted and are able to do so. If your commitments are such that it is difficult to allocate time please contact the Consortium lead or regional APGD for their input.

### **Induction**

In addition to local induction NES will provide additional educational induction by several methods. Prof Ronald MacVicar has recorded a general induction about support and educational governance to FiY1s via web- based technology (<https://vimeo.com/406151990>) and has regular update sessions via a Q and A webinar. The GMC is actively engaging in this development supporting new doctors in their new and challenging posts.

As part of this induction we will signpost e- learning such as LIFT and E-learning for health

### **Formative learning**

It is recognised that all face to face teaching is currently not being delivered but the FiYs should be encouraged to undertake on- line e learning activity however we recognise that trainees will be busy and would not mandate any learning activity. Any activity undertaken during this time could be recognised by linking it to their formal F1 portfolio.

It may be possible for the FiY1s to undertake some SLEs and record some of their core procedures during their post. There is no requirement for them to do this however any evidence they gather may be used towards their evidence for F1.

If they are to remain in Scotland, they will continue to use TURAS however if they move to England they will need to download any activity including recorded supervisor forms as a pdf and upload to their HORUS portfolio.

If you have any questions, please contact the APGD for your region or use the Deanery COVID website.

[www.scotlanddeanery.nhs.scot/covid-19/interim-foudation-year-1](http://www.scotlanddeanery.nhs.scot/covid-19/interim-foudation-year-1)

Fiona Cameron

APGD

Foundation school director