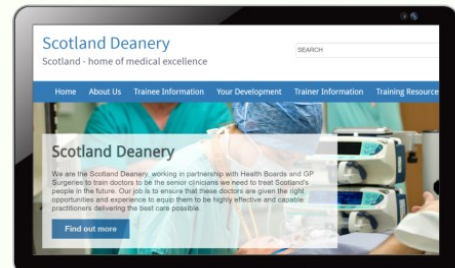


## Welcome to the 12th edition of your Foundation newsletter



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

### Key Contacts

**For all general enquiries:**

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

For contact details for the Foundation School team please click [here](#).

For administrative contacts for all training specialties in Scotland please click [here](#).

For contact details for Associate Postgraduate Deans and Consortium Leads for Foundation please click [here](#).

For contact details for Foundation Programme Directors please click [here](#).

### Useful Links

[Scotland Deanery and the Foundation School webpages](#)

[Turas e-Portfolio](#)

[Scottish Medical Training website](#)

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

In this edition the focus is on your ARCP requirements. You will be reminded of your requirements and will find links to useful resources such as our new timeline for portfolio completion which will help you to plan throughout the year.

Remember that the deadline for submitting evidence to your portfolio is **31st May 2022**.

This edition will also feature information about the new mental health simulation pilot, updates on events and conferences for Foundation doctors, and information on the Scottish International Medical Graduate Buddy Scheme (SIBS).

### Placement Supervision Group (PSG)

A completed PSG form is a mandatory requirement for ARCP. The PSG requires to be set up by your Educational Supervisor. If this has not already been done, please contact your Educational Supervisor now. If you have any difficulties with the process of setting up and completing your PSG, please contact your Foundation Programme Director for assistance.

**What do you want to see in future editions?** We would love to receive feedback, ideas or article suggestions.

Please e-mail any comments to [sfas@nes.scot.nhs.uk](mailto:sfas@nes.scot.nhs.uk)

### UKFPO Foundation Fellowships

The UKFPO will shortly be recruiting two F1 doctors to serve as UKFPO Fellows for the duration of their F2 year (August 2022 to July 2023). If you are interested, please see the [UKFPO website](#). Applications open on Monday 16th May 2022 at 9:00 and close on Sunday 22nd May at 23:59. Applications will be capped at 100, meaning that if they receive 100 applications whilst the application window is open, no new applications will be accepted.

### NTS Survey

The NTS survey has been extended until 17th May. Please make sure to complete this so your views are heard.

# ARCP 2022

This article covers the requirements for F1 and F2 doctors who have an ARCP in June 2022. All of your ARCP requirements can be found on the [Scotland Deanery website](#).

The requirements may not apply to Foundation doctors who have had a remedial outcome who will have had specific requirements set by the FPD/APGD. Please contact your FPD for advice if you are out of sync or have had a remedial outcome at the last ARCP.

Please provide your evidence in your **completed portfolio by 31<sup>st</sup> May 2022** in order to give your FPD time to review your evidence before the ARCP which will be held in June. The ARCP will be a desktop exercise and you will not attend. You will receive a notification that your outcome will be issued on TURAS after the ARCP. You should then log into your Portfolio and acknowledge this.

If you receive an adverse outcome you will be notified by your FPD and will be invited to a further meeting to discuss what actions are required. For the vast majority of you this will not be relevant.

## Sickness absence

The GMC requirement to permit a maximum of 20 days sickness absence remains, however due to COVID we have a little more flexibility. COVID leave that has been taken when you are well and have been asked to self-isolate will not count towards the 20 days maximum, however guidance was given that you should have been working from home on your portfolio/learning etc. Your FPD will want to see evidence of what you did during this time.

Any other sickness, including if you were unfortunate and had COVID, counts towards the 20 days.

If you breach the 20 days this will trigger a review by your Associate Dean who will decide if further training time is necessary. This will be managed in a similar way across the four regions in Scotland.

## ARCP outcomes

There are several outcomes from ARCP all detailed [on the Deanery website](#).

Outcome 1: Satisfactory progress, all evidence on time and adequate curriculum coverage (F1 only).

Outcome 3: Additional training time required. Not all competences met.

Outcome 4: Removal from the training programme.

Outcome 5: If you do not have your evidence in on time then you will receive an outcome 5. This will revert to either an outcome 1, 6 or 3 once you upload the required evidence. You will be given a timeframe to provide the necessary evidence; usually 2 weeks (10 days) although the FPD may adjust this.

Outcome 6: Satisfactory completion of Foundation (F2 only).

## ARCP Checklist

The UKFPO have created an ARCP checklist which can be found on page 49 of the [2021 curriculum](#). They have also produced other helpful resources which can be found [on their website](#) including factsheets about different aspects of the curriculum including the PSG, SLEs and the summary narrative, and a video on [how to build your portfolio](#).

## Portfolio timeline

The Scottish Foundation School along with F1 trainee rep Flora Jobson have created a portfolio timeline to help you plan your portfolio completion throughout the year and ensure you have done everything you need to do in each block. This can be found [on the Scotland Deanery website](#).

## Foundation Trainee Rep Update

The Scottish Foundation Trainees Forum is peer-led and the Chair rotates around the regions of Scotland. The most recent meeting was chaired by Flora Jobson, F1 trainee rep from the West, who has provided the following update:

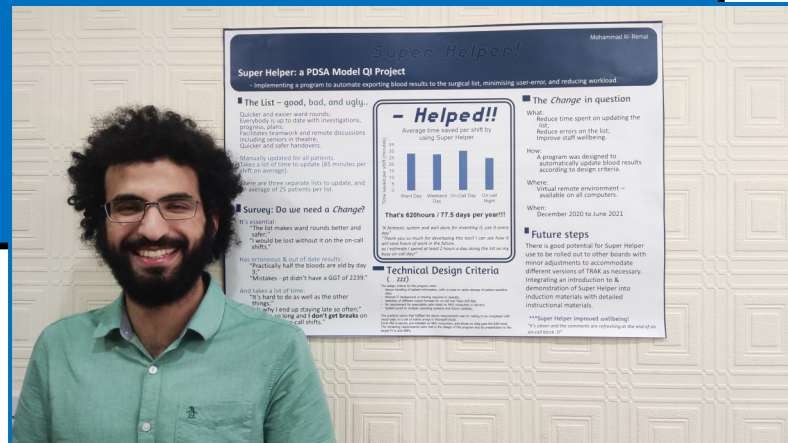
***“The Scottish Foundation Trainees Forum meets quarterly to discuss the experiences of trainees across all of the regions in Scotland. We look at finding solutions to the issues facing Foundation trainees. Additionally we look at what positive elements of training may be transferable to other regions. As well as this we feed back into the national Foundation Board. At our most recent meeting we discussed rota-monitoring, self development time, redeployment and the portfolio (the Placement Supervision Group in particular). Please get in contact with your local representatives with anything you are struggling with.”***

Details of your local trainee reps can be found [here](#).

## Foundation Conferences

### National Foundation Doctors Presentation Day 2022 Prize Winner

Congratulations to South East F2 doctor Mohammad Al-Remal whose poster entitled “Super Helper: a PDSA Model QI Project Implementing a program to automate exporting blood results to the surgical list, minimising user-error, and reducing workload” won the prize in the sustainability poster group at the recent National Foundation Doctors Presentation Day. A full list of prize winners can be found on the [UKFPO website](#).



### National Academic Foundation Programme Conference 2022

Date: Saturday 11th June 2022

Venue: Wills Memorial Building, University of Bristol

Time: 09:00-18:00

This event is hoped to be of immediate practical assistance to anyone interested in following an academic career path. The conference will be trainee-centred and will be of interest to Foundation doctors, medical students and any faculty/senior colleagues who are involved in academic Foundation training. Themes of academic research, education and leadership will be included, and there will be opportunities to present your research and network with your peers and senior academics.

Further information can be found on the [UKFPO website](#).

### Other courses and Events

Please click [here](#) to visit the Courses and Events page on the Scotland Deanery website.

## Scottish IMG Buddy Scheme (SIBS)

### What is SIBS?

The Scottish International Medical Graduate Buddy Scheme (SIBS) was started in August 2020 to support IMGs who are new to working in Scotland. New IMGs are matched with a doctor with experience of working in Scotland - usually someone who works in their local area - and can benefit from their buddy's expertise in areas such as understanding hospital processes, knowledge of the local area such as housing, and advice about working in the NHS.

### What does a volunteer buddy need to do?

This can vary depending upon the needs of the IMG, however typically participants contact their buddy 1-6 times during their first 3 months of work. Volunteers are encouraged to make the first contact and to instigate an initial meeting, either face-to-face if desired or via Teams/e-mail/messaging. Further guidance for volunteers can be found [on the Scotland Deanery website](#).

### What are the benefits?

SIBS was set up in response to feedback from IMGs that they would benefit from a specific, local person to help answer their queries as they commenced work in Scotland. In a recent survey, 58.3% of past participants strongly agreed that they would recommend SIBS to another IMG who was new to working in Scotland. Many positive comments have been received about individual buddies, some of which can be found on our [website](#).

### How can I get involved?

If you are a doctor with experience of working in Scotland you can volunteer to be part of SIBS! Both UK graduates and IMGs are invited to volunteer as part of this scheme. Please contact [gillian.carter@nhs.scot](mailto:gillian.carter@nhs.scot) including your working location and grade if you are interested in supporting this project. Thank you in advance for your support!

## Psychiatric skills for the General Hospital

One of the core challenges of being a Foundation Doctor is in meeting the holistic and varied needs of patients across every placement and rotation. The requirement to support the mental health needs of our patients, particularly during times of acute distress, is something that can occur on any ward or department at any time. Historically, there had not been a lot of training or rehearsal around this during Foundation Years. That's why a national Foundation Simulation Programme rehearsing psychiatric skills is so important. The Foundation School has recently commissioned a pilot programme which is currently running in the Lothian Health Board. Designed in conjunction with Foundation Programme Directors and Consultant Psychiatrists across Scotland, this programme seeks to enhance preparedness and performance of Foundation Doctors during such emergencies. The course is aligned with the latest Foundation Curriculum and once successfully piloted, will hopefully be launched as a national programme in the next few years. If you would be interested in finding out more, or being part of the pilot within Lothian, please do get in touch with the Lothian Simulation Team at [medsimulation@nhslothian.scot.nhs.uk](mailto:medsimulation@nhslothian.scot.nhs.uk).

**Nathan Oliver, Clinical Simulation Programme Manager, Medical Education Directorate, NHS Lothian**