

NHS Scotland Medical ACT 2020/21 Accountability Report

This report is required to be submitted to Ulrike Sperling, ACT Officer of your Regional Group, **by 8th June 2021**, for discussion at the North Regional Medical ACT Working Group meeting on 1st July 2021.

NHS Board: Highland

Reviewed by

SECTION 1 Confirmation of total Medical ACT funding received from NES during 2020/2021

	Initial Allocation Per allocation letter £'000	2020/21 Total £'000	ACT Officer
a ACT Allocation 2020/21	£4,194	£4,194	

	Recurring £'000	Non-Recurring (b/fwd from previous year) £'000	2020/21 Total £'000	ACT Officer
b Use made of 2020/21 additional allocation	£146	£189	£335	

c Provide detail of any in year ACT slippage received in 2020/21 from out with own health board

£70k received (via Scottish Ambulance Service) for student accommodation upgrade meaning total received by NHS Highland for 20/21 is £4.264M

NHS Scotland Medical ACT 2020/21 Accountability Report

NHS Board: Highland

SECTION 2	General narrative on 2020/21 Medical ACT activity within your Board area:	Regional Group
a	<p><i>Detail Health Board Involvement in Regional ACT group Meetings including:</i></p> <ol style="list-style-type: none"> 1. Roles/job titles who represent Health Board at RAWG 2. How attendance at RAWG is managed if staff are unable to attend i.e. use of deputies 	Word Count
	<p>The Director of Medical Education, Medical Education Service Manager and ACT Accountant attend on a regular basis the North Regional ACT Working Group, ScotGEM ACT Working Group and Dundee ACT Working Group. These meetings are prioritised and NHS Highland tries to ensure it is always represented by at least one member of the team. The ADME for undergraduate training would be asked to deputise if DME /Service manager unable to attend. NHS Highland continues to collaborate with its partner universities in supporting the delivery of medical education to students, and utilising existing and new ACT resources to deliver and maintain high quality education to the students and support ongoing professional development of our educators.</p>	114
b	<p><i>Detail decision making process at local and regional level for any new uses of Medical ACT funding e.g. local governance structure and how it feeds in to regional level.</i></p>	
	<p>The ACT budget is discussed at NHS Highland's Medical Education Governance committee which meets every quarter. Throughout the year issues can arise at local level within clinical departments e.g. staffing pressures, service changes which can have an impact on medical education, and our department continues to work with those areas to support the delivery of teaching, which may require non recurring or recurring ACT funding, or approval for changing how existing ACT funding is being spent. In addition to this there is the National Survey, national RAG report and university feedback processes for undergraduate medical education which can influence how ACT funding is used. Bids for ACT funding are discussed within the board by a small committee consisting of DME/UG ADME, medical education Service manager, university representative, teaching fellow +/- senior representation from the clinical skills</p>	148
c	<p><i>Detail any new initiatives funded by Medical ACT only within the last 12 months</i></p>	
	<p>NHS Highland recruited a ScotGEM Year 2 Lead, ScotGEM Year 3 Lead and six Year 3 Generalist Clinical Mentors (GCMs) to support the ScotGEM programme. ACT funding has been used to create a Simulation Teaching Fellow which has been well received and excellent addition to the team. and new simulation equipment which has allowed us to increase simulation delivered teaching at a time of increased demand. ACT funding has been used to support GP Practices to develop capacity through renovation and purchase of equipment to support undergraduate medical education across our region. Additional equipment has been purchased to support teaching. ACT funding has been used to significantly enhance the teaching capacity of our Clinical Skills Centre through improved equipment and additional staff. We have supported University of Aberdeen, cost shared with all health boards with the purchase of iPads for Year 4 and Year 5 students to allow access to online teaching and systems.</p>	154
d	<p><i>Detail use of Medical ACT funding within health board area for improvement of quality of teaching.</i></p>	
	<p>NHS Highland continues to provide clinical placements in general practice or hospital setting to students from all Scottish medical schools. There are placements in a variety of clinical settings for Year 4 and Year 5 University of Aberdeen and University of Dundee students. At Belford Hospital there are Year 5 University of Edinburgh students. In addition to this NHS Highland in partnership with University of Aberdeen, continues to deliver the Year 4 Remote and Rural programme, through which a cohort of students spend the full academic year in Inverness at Raigmore Hospital and New Craigs Hospital, but get the opportunity to learn about medical careers and the delivery of healthcare in remote and rural areas by attending peripheral clinics across the Highland region as well as Orkney and Western Isles. This year saw the first ScotGEM Year 3 students on placement for one year, a clerkship based in primary care with sessions in a variety of secondary care settings. Throughout the year NHS Highland supports the universities with formative OSCEs, other OSCEs, admissions to medical school, Professional Practice block, simulation sessions, the majority of this held in Inverness. NHS Highland continues to support the ongoing professional development of the medical education team members and our educators, with funding for postgraduate qualifications. Due to COVID-19 a number of our face to face events have not been held but we continue to support our team members and educators to attend virtual events. NHS Highland continues to run our Doctors at Work programme and we support high school careers teams to promote medical career options, but this year saw that move to a one day online event, supported by multiple specialties and online mock interview practice later in the year.</p>	286

NHS Scotland Medical ACT 2020/21 Accountability Report

NHS Board: Highland

SECTION 3 Detail Funding Confirmation 2020/21

a

ACT
Officer

Confirmation that your Board have used the 2020/21 additional funding as agreed by NES (details to include full summary that reconciles to submissions to NES) or identify any changes made in-year.

	<i>Proposal/item description</i>	<i>Unit cost (£)</i>	<i>Capital (Y/N)</i>	<i>Recurring (£)</i>	<i>Non-recurring (£)</i>	<i>Total (£)</i>	<i>Implemented? (Y/N)</i>	<i>Slippage (£)</i>
1	Additional session for Year 4 Co-ordinator for 6 months				6,000.0	6,000.0	Y	
2	10 x IPAD pro 128GB for clinical skills & HMEC with protective covers				7,800.0	7,800.0	Y	
3	2 X Thinklabs one bluetooth stethoscope				1,000.0	1,000.0	Y	
4	additional 0.6 WTE hours for band 6 clinical skills facilitator post in HMEC clinical skills unit			26,000.0		26,000.0	Y	-17,470
5	0.75 WTE hours for Clinical Simulation Fellow (STR equivalent grade) based in Clinical Skills Centre HMEC			53,000.0		53,000.0	Y	-29,145
6	staff development			20,000.0		20,000.0	Y	
7	ipads				17,500.0	17,500.0	Y	
8	increase in rent for HMEC teaching rooms & offices			22,000.0		22,000.0	Y	
9	headset adaptors (36)				2,680.0	2,680.0	Y	
10	laerdal sim man				80,000.0	80,000.0	Y	6,732
11	psychiatry teaching fellow			25,000.0		25,000.0	Y	-3,026
12	additional hours (refers to proposal 1)				6,000.0	6,000.0	Y	

13	purchase of 100 comms headsets for students				2,000.0	2,000.0	Y	
14	purchase of 5 laptops (4 Aberdeen university and 1 NHS, all for NHS/ACT-funded staff)				4,000.0	4,000.0	N	-4,000
15	purchase of comms headsets for staff				800.0	800.0	Y	
16	iPads (Year 4 students)				15,272.0	15,272.0	Y	
17	Clinical Female Pelvic Trainer (dark)				4,000.0	4,000.0	Y	
18	Laptop for ObsGynae Coordinator				500.0	500.0	Y	
19	Secure charging cabinet for iPads				800.0	800.0	Y	
20	Pregnancy abdomen model				4,800.0	4,800.0	N	-4,800
21	Paediatric sim manikin				37,635.0	37,635.0	Y	7,708
22	NHS Laptops and accessories (administration team)				1,600.0	1,600.0	Y	
23	GP tutorials for University of Aberdeen Year 4 Long Term Conditions block				3,896.0	3,896.0	Y	
			146,000.0		196,283.0	342,283.0		-44,001
	Later bid from in-year slippage							
24	purchase of i-simulate RealtiGo ipad & software kits for in-situ simulation				32,900.0	32,900.0	Y	3,760
	Slippage incurred less agreed costs to be met from slippage							-40,241

b) Provide detail below for each item of additional expenditure;

Regional Group

Proposal/item description	Has an evaluation/ review been undertaken? (Y/N)	If yes, details results of evaluation/review	If no, detail why	Is investment to continue in future years?
---------------------------	--	--	-------------------	--

1	Additional session for Year 4 Co-ordinator for 6 months	Yes	Additional session for year 4 lead has been invaluable in the context of increased pressures associated with Covid and the integration of the new Year4Curriculum.. The continued challenges of delivery of the new curriculum and student placement indicate a continuing need for additional time for this role which we propose should increase to 2 sessions.	Yes, will bid for recurrent funding
2	10 x IPAD pro 128GB for clinical skills & HMEC with protective covers	Yes	Extremely successful additional to our teaching resources, allowing provision of virtual clinics with Volunteer patients joining from their own homes, as well as providing a mechanism for recording of high quality teaching materials.	No
	2 X Thinklabs one bluetooth stethoscope	Yes	evaluation by local clinical team - awaiting results	No
4	additional 0.6 WTE hours for band 6 clinical skills facilitator post in HMEC clinical skills unit	Yes	expansion of our staffing within our clinical skills team has been essential to allow us to meet the increasing demands for simulation/clinical skills teaching. Student feedback has been extremely positive.	Yes
5	0.75 WTE hours for Clinical Simulation Fellow (STR equivalent grade) based in Clinical Skills Centre HMEC	Yes	positive feedback from students and staff on enhancement of simulation based teaching activities.	Yes
6	staff development	Yes	Positive contribution to educational team development with multiple team members completing diplomas in medical education, creating increased knowledge and skill within our team, and enhancing both quality of teaching delivery and commitment to medical education.	Yes
7	ipads (Year 5 students)	Yes	The iPad implementation has been evaluated via a questionnaire survey to years 4 and 5 of the MBChB. Students have regarded the provision of devices as essential to their studies with an approval rating of 4.18 (out of 5) across both years 4 and 5. 92.5% of respondents regarded the iPad as an acceptable means in which to gather and collate workplace based assessments	No
8	increase in rent for HMEC teaching rooms & offices	Yes	In progress	Yes
9	headset adaptors (36)	In progress	Student feedback	No
10	laerdal sim man	No		Recently repaired - has yet to be implemented but feedback will be gathered over coming year.
11	psychiatry teaching fellow	Yes	positive feedback from students on teaching and induction activities within psychiatry placement and new resources created including online resources and simulations.	Yes
12	additional hours (refers to proposal 1)	Yes	as above - yr 4 lead role has expanded and requires additional time	Yes

13	purchase of 100 comms headsets for students	No		Students subsequently received ipads with bluetooth headphone connectivity therefore more limited use of these items. However they can be used with NHS IT systems and have been useful for visiting faculty. They remain a resource for the department to contribute to teaching activity.	No
14	purchase of 5 laptops (4 Aberdeen university and 1 NHS, all for NHS/ACT-funded staff)	No		Difficulty accessing IT equipment before financial year end. plan to resubmit in new financial year.	No
15	purchase of comms headsets for core staff	Yes	Essential for delivery of virtual activity		No
16	iPads (Year 4 students)	Yes	The iPad implementation has been evaluated via a questionnaire survey to years 4 and 5 of the MBChB. Students have regarded the provision of devices as essential to their studies with an approval rating of 4.18 (out of 5) across both years 4 and 5. 92.5% of respondents regarded the iPad as an acceptable means in which to gather and collate workplace based assessments		No
17	Clinical Female Pelvic Trainer (dark)	No		Arrived end of financial year, evaluate this year	No
18	Laptop for ObsGynae Coordinator	Yes	Student feedback re engagement with coordinator		No
19	Secure charging cabinet for iPads	Yes	Devices charged, ready to use		No
20	Pregnancy abdomen model	No		Not available before end of financial year, order cancelled. Would be keen to resubmit as new bid for new financial year	No
21	Paediatric sim manikin	Yes	Positive ongoing student feedback. Contribute to diversity of teaching resources.		No
22	NHS Laptops and accessories (administration team)	Yes	Team able to work at home / office flexibly during pandemic restrictions		No
23	GP tutorials for University of Aberdeen Year 4 Long Term Conditions block	Yes	Student feedback		No
24	purchase of i-simulate RealiGo ipad & software kits for in-situ simulation	No		Arrived end of financial year, plan to evaluate this year	No

c)	Please attach a revised base-line budget for 2020/21 which reconciles to your 2019/20 base-line budget submitted to NES plus the additional recurring funds received in year. see Section 3c 2021 worksheet	ACT Officer
----	--	-------------

Department/Activity	2019/20 base line budget c/f into 2020/21	adjustment for non-rec 19/20 funding	2020/21 Additional Non Recurring Funding	2020/21 Additional Recurring Funding	2020/21 Revised Budget	
UNIVERSITY BASED						
<u>General</u>						
Admin Support and Team Lead	45,601				45,601	
Other Expenditure - Consumables, Travel, Advertising, Student Bursaries	100,430				100,430	
Clinical Teaching Fellows	138,400				138,400	
Consultant Sessions	0				0	
Replacement equipment	0				0	
Cost Share - UoA	103,601				103,601	
Cost Share - NHS Tayside / UoD	17,510				17,510	
Occupancy Costs	76,777				76,777	
Inverness Library costs (for student access)	18,336				18,336	
NHS BASED						
<u>General / Central</u>						
Director of Medical Education	26,239				26,239	
Consultant Session (HMEC and DME team leadership)	216,976		12,000		228,976	1;12
Admin Support, OH contribution (teaching), Finance Support, Quality Mgr	205,726				205,726	
Staff Development	10,000			20,000	30,000	6;
Public Health Teaching, Pharmacy Teaching, Sexual Health	117,538	5,600			111,938	
Innovation Fund	10,000				10,000	
Equipment to support infrastructure	5,890	5,890	35,880		35,880	2;3;7;9;14;15;18;22
eHealth NHS Grampian Lead	6,300				6,300	
<u>Dundee Longitudinal Clerkship</u> (Regional Tutor, Admin, GP Fees, T&A)	127,000				127,000	
<u>Clinical Skills Centre</u>						
Clinical Skills Educator and Clinical Lead	69,879			53,000	122,879	5;
Clinical Skills Facilitator	74,213			26,000	100,213	4;
Administrator, Technician, Equipment	206,454	151,214	159,335	22,000	236,575	8;10;17;20;21;24
<u>Raigmore Hospital</u>						
Clinical Sessions - Medical Division	412,576				412,576	
Clinical Sessions - Surgical Division	587,910				587,910	
Clinical Sessions - Clinical Support	18,492				18,492	
Ophthalmology equipment	0				0	
Hospital Accommodation	100,000				100,000	
Educ. Admin Asst for Paediatrics	11,000	11,000			0	
Various Upgrades, equipment etc.	16,400	16,400			0	
					0	
					0	
<u>North and West Operational Unit</u>						
Clinical Sessions - Belford Hospital and Lochaber area	48,000				48,000	
Administrative Support	5,000				5,000	
Caithness Equipment	0				0	
<u>New Craigs Hospital</u> (clinical sessions, admin, equipment and materials)	147,655			25,000	172,655	11;

Department/Activity	2019/20 base line budget c/f into 2020/21	adjustment for non-rec 19/20 funding	2020/21 Additional Non Recurring Funding	2020/21 Additional Recurring Funding	2020/21 Revised Budget
Argyll and Bute Operational Unit					
Clinical Sessions - Lorn and Islands Hospital	84,000				84,000
Clinical Sessions - Argyll and Bute Hospital (Psychiatry)	29,500				29,500
Central costs - LIH Librarian, A&B Library / Training	29,000	1,500			27,500
GP Placement fees and associated student travel and accommodation	72,000				72,000
<u>Highland Hospice</u> (clinical sessions and other support)	34,591				34,591
North Highland General Practice and Primary Care					
GP Placement Fees	217,966			262,479	480,445
Accommodation and Travel	156,534	49,500			107,034
GP Sessional Contracts, GP Coordinators	156,080				156,080
Admin Support	18,699				18,699
Teaching Materials and Equipment	11,040	11,040	21,968		21,968
Movement in T&S Top Slice	11,000				11,000
Movement in GP Topslice	109,000				109,000
Funding to support Student accommodation refurbishment (Via SAS)			70,000		70,000
Non recurring ACT funding not allocated	-7,850				-7,850
<u>Historical - Absorbed into Baseline</u>	3,857				3,857
<u>Overall Total</u>	<u>3,849,320</u>	<u>252,144</u>	<u>299,183</u>	<u>408,479</u>	<u>4,304,838</u>
<u>Less Slippage on Bids as per Section 3 Revised</u>					<u>-40,241</u> <u>4,264,597</u>
				2020/21 Allocation	4,264,151
				Variance	446
2020/21 reconciliation - as per allocation letter	4,194,151				
In-year adjustments:-					
Student Accom refurb (via SAS)	<u>70,000</u>				
Total revised allocation 20/21	4,264,151				
20/21 allocation (see cell F78)	4,264,151				

13;16;19;23

Received in March 21

NHS Scotland Medical ACT 2020/21 Accountability Report

NHS Board: Highland

SECTION 4 Use of Measurement of Teaching Data and Financial Allocations

Please refer to: <http://www.scotlanddeanery.nhs.scot/trainer-information/medical-act/medical-act-performance-management-framework/>

a Please provide a breakdown of your Boards 2020/21 ACT allocation by specialty/department or other clinical service grouping used locally. This should reconcile to the total ACT funds identified in 1a above.

Regional Group

See Section 4A&4B worksheet

b Please detail the number of ACT funded teaching sessions identifiable in job plans (shown by consultant and other teaching staff) in each specialty/department or other clinical service grouping detailed in 4a. Please use the template provided.

At a minimum this should include all sessions funded from all ACT funding provided to the Boards since the NES allocation model was introduced, however, if possible this should show all sessions funded from total ACT funds set out in 1a.

The table below can be used to provide the information requested in 4a and 4b but amended as necessary to suit local circumstances.

See Section 4A&4B worksheet

Specialty/ Department	ACT funding received in 2020/21 £'000	ACT Funded PAs (consultants)	ACT Funded PAs (other staff)	2019/20 MoT hours Cat A (if available)	2019/20 MoT Hours Cat B (if available)
<i>General Practice/Primary Care</i>					
<i>Centrally funded initiatives</i>					
Totals					

This is the results from the MoT exercise carried out at Raigmore Hospital a couple of years ago. Due to the University of Aberdeen Year 4 Curriculum Review and ScotGEM deferred to 20/21, and impact of Covid, NHS Highland decided to defer the rollout of this to elsewhere and any review of the current MoT data for Raigmore Hospital. A full MoT exercise across NHS Highland will be carried out once more details are known about the curriculum review and format of ScotGEM, and how this will impact for clinical placements and teaching at NHS Highland, and in turn how our ACT funding should be used to support undergraduate medical education.

Department	Average No. PAs per week in job plan	Description	Budget based on MoT data
MEDICINE - RAIGMORE HOSPITAL			
Acute Medicine	5.75	Consultant sessions	69,000
Cardiology	4.23	Consultant sessions	50,776
Clinical Oncology	0.63	Consultant sessions	7,606
Dermatology	1.52	Consultant sessions	18,217
Emergency Medicine	3.21	Consultant sessions	38,502
Gastroenterology	1.32	Consultant sessions	15,856
Haematology	0.51	Consultant sessions	6,083
Infectious Diseases	0.62	Consultant sessions	7,389
Medicine for the Elderly	3.68	Consultant sessions	44,162
Diabetes	1.77	Consultant sessions	21,272
Neurology	1.09	Consultant sessions	23,928
Rehabilitation	0.00	Consultant sessions	0
Renal Unit	2.10	Consultant sessions	25,228
Respiratory	3.51	Consultant sessions	42,099
Rheumatology	0.75	Consultant sessions	30,588
Stroke	0.99	Consultant sessions	11,868
Grand Total	38.27	Consultant sessions	412,576
SURGICAL - RAIGMORE HOSPITAL			
Anaesthetics	4.66	Consultant sessions	55,865
ENT	4.76	Consultant sessions	57,088
General Surgery	2.42	Consultant sessions	29,077
General Surgery - Breast Surgery	1.66	Consultant sessions	19,913
General Surgery - Upper GI & Colorectal Surgery	5.30	Consultant sessions	63,558
General Surgery - Urology	4.18	Consultant sessions	50,105
General Surgery - Vascular Surgery	2.77	Consultant sessions	33,242
Obstetrics & Gynaecology	6.07	Consultant sessions	72,872
Ophthalmology	2.44	Consultant sessions	29,292
Orthopaedics	7.86	Consultant sessions	94,276
Paediatrics	6.89	Consultant sessions	82,622
Grand Total	42.11	Consultant sessions	587,910
CLINICAL SERVICES - RAIGMORE HOSPITAL			
Biochemistry	0.04	Consultant sessions	462
Microbiology	0.19	Consultant sessions	2,280
Pathology	1.02	Consultant sessions	12,231
Radiology	0.29	Consultant sessions	3,519
Grand Total	1.54	Consultant sessions	18,492

NHS Scotland Medical ACT 2020/21 Accountability Report

NHS Board: Highland

SECTION 5

Detail any new initiatives being planned or you hope to achieve using Medical ACT funds within forthcoming year.

We hope in the new financial year to appoint to new roles including Lead for Quality Improvement, Equality and Diversity Lead. We hope to refurbish our medical education room within Raigmore Hospital to create a new simulation area and multipurpose teaching area with IT provision within the hospital. We hope to purchase some new IT equipment and clinical skills trainers which will support our ongoing provision of undergraduate teaching.

Signed:

Print name:

Date:

Signed:

Print name:

Date:

Note: DoF and DME signature and date must be obtained prior to report submission to Regional ACT Group & NES