

Trainers Group Minutes – Tuesday 9th February 2016

Present: Sharif Uddin, Kamran Khan, Sumit Guhathakurta, Rachel Jesudas, Manu Jeyam, John Tabor, George Ogden, Charles Hendy, Stuart Murray (AD), Nick Pendleton (TPD Bolton & Chair)

Apologies: Nathan Goldrick, Julian Tomkinson, Ian Hamer, Steven Whittaker, Maeve Hague,

Trainers Groups in 2016

Thursday 5th May 2016

Tuesday 6th September 2016

Thursday 8th December 2016

Link to Training Website where previous minutes can be found:

http://boltongptraining.org.uk/?page_id=50

Live demonstration of how the Panel assess the eportfolio by Stuart Murray

We looked at a real Trainee's eportfolio looking at various aspects including Trainee self-ratings, comments and linked evidence, Educational Supervisor comments, the learning log, the assessments and the CSR. We discussed the quality of the evidence and the feedback given. **Two documents have been uploaded to the Trainers Group Webpage (link above) showing how the Panel assess the quality of Learning Logs and also the quality of the ESR/CSR.** There is already a link to a document for Trainees on the ST1 webpage detailing how to write a good learning log.

Important Discussion Point!

What should you do if a Trainee has missing evidence?

Scenario 1. The Trainee has shown good engagement with the eportfolio and for a justifiable reason has a missing piece or two of evidence eg. COT/CBD. This scenario might arise if you are conducting a review in May when the Trainee still has several months to go to complete Training or circumstances in the placement are such that it has been difficult to get an assessment done in the timeframe.

Advice to Trainers: DO NOT CANCEL THE REVIEW. Conduct the review and if you are satisfied that the Trainee is otherwise engaging and has presented a range of good quality evidence, mark them as **satisfactory progress** and sign off. You should specifically agree with the Trainee that the deficit in evidence should be made up in a specified time frame eg.

the next few weeks. The Trainer should write an Educator's Note explaining the situation and the agreement which will be clearly visible to the Panel when it takes place.

Scenario 2. The Trainee has lots of missing evidence and there is evidence of lack of engagement without a justifiable reason.

Advice to Trainers: Conduct the review. Give the Trainee appropriate feedback and document this. Mark as *unsatisfactory progress* and email Nick Pendleton and Stuart Murray who will arrange to meet the Trainee to explore the situation further. You can contact NP and SM before the review or at any time if you have concerns about your Trainee's engagement or need advice about the progress outcome you intend to give.

nickpendleton@nhs.net; stuart.murray@nw.hee.nhs.uk

The next meeting is on Thursday 5th May. Anne Hawkridge and David Molyneux will present a CSA assessment tool with RAG ratings.

IDEAS FOR FUTURE TRAINERS GROUPS

1. What to do with Trainees in the period after passing the CSA.
2. How do we prepare our Trainees for the CSA?
3. How do we deal with different levels of motivation and self-direction in Trainees.
4. Trainers Group Balint style discussion about a Trainee.
5. Bring and discuss a video of an International Medical Graduate consulting.
6. CDBs – review of how to do one.
7. What is a 'practice library'?
8. Another session with Stuart Murray assessing the eportfolio.

Other ideas welcome. Send to nickpendleton@nhs.net