

Medical Education

NEWSLETTER



October 2023
Issue no. 6

Welcome to the LUHFT Medical Education Newsletter

The Medical Education Team at LUHFT are keen that you are well supported both educationally and pastorally during your time here. Our aim is to maximise all your training opportunities to allow you to develop and progress. To do this we need to know when things are right, so we invite you to address any concerns or issues you have promptly with us or the relevant personnel at whichever site you are working. Also we would love to hear any suggestions how as a team we can improve.

LUHFT is a big organisation and so there are lots of opportunities available but sometimes these might seem too remote to access. We hope you find this bi-monthly newsletter a valuable resource which summarises and highlights upcoming changes, teaching opportunities and education quality to allow you to maximise your time in our organisation. Remember there are no such things as silly questions, so if you don't know, ask.

Dr Daniel Komrower (Aintree)
Dr Rachael Ellks (Broadgreen & Royal Liverpool)
Directors of Medical Education



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Submit your
newsletter stories
here via your
LUHFT email
address



<https://forms.office.com/r/sb1NyZDrDJ>

Click these links for
further information
about LUHFT

- [Welcome to LUHFT](#)
- [LUHFT Website](#)
- [Staff Hub](#)

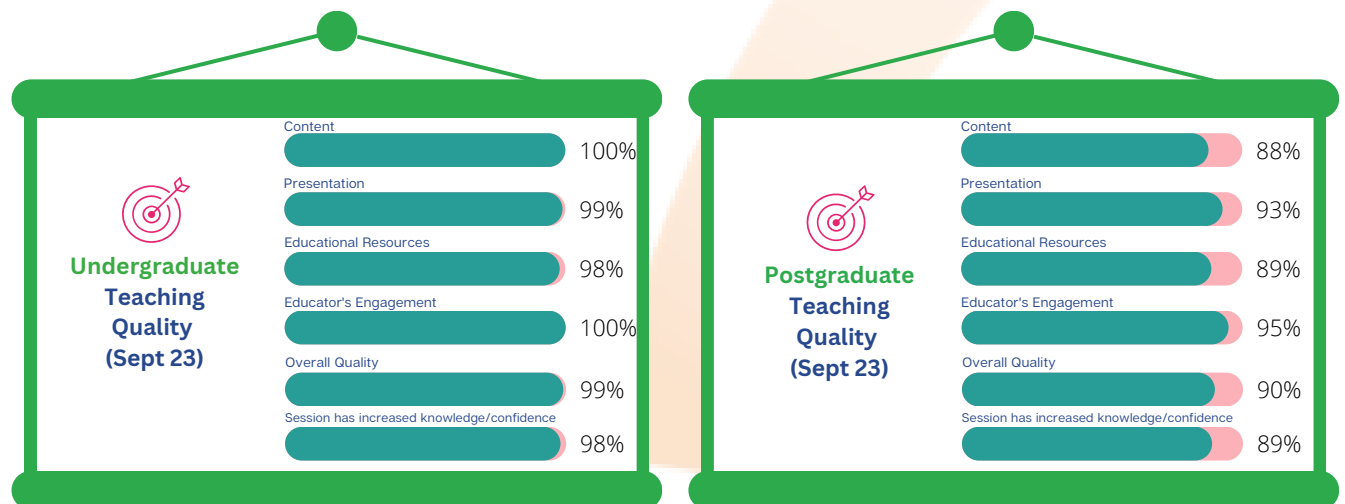
Medical Education Teaching Feedback





Teaching Quality (Sept 23)

At Liverpool University Hospitals, the quality of our Medical Education teaching sessions is a high priority. In order to assure our teaching meets the needs of our students and trainees, we have implemented a Medical Education Teaching Feedback QR Code.

Student doctors, foundation staff and higher trainees are encouraged to scan/click the QR code and complete the short feedback form for every session they attend, whether a scheduled seminar or informal bedside teaching.




If you are an educator delivering a session, please do encourage your attendees to scan our code; All educators who deliver teaching will be provided with a copy of their feedback for portfolios and appraisals.


"I've had this session delivered to me before and I'm still in awe of how fanatically and passionately Dr Mimmagh speaks about gender identity and transgender medicine. It's not something frequently talked, about let alone taught in medicine, but extremely important and genuinely useful to clinical practice."
- Foundation Y2 Doctor



Liverpool University Hospitals
NHS Foundation Trust

Medical Education Teaching Feedback

Liverpool University
Hospitals NHS
Foundation Trust

Undergraduate Students
Postgraduate Trainees
Physician Associates

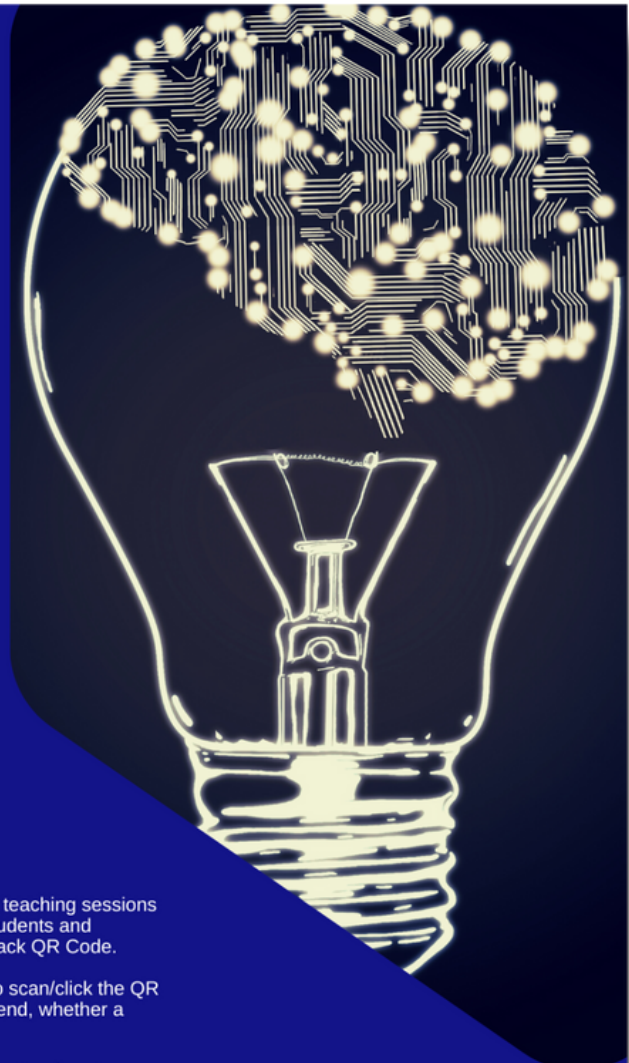
At Liverpool University Hospitals, the quality of our Medical Education teaching sessions is a high priority. In order to ensure teaching meets the needs of all students and trainees, we have implemented a Medical Education Teaching Feedback QR Code.

Student doctors, foundation staff and junior doctors are encouraged to scan/click the QR code and complete the short feedback form for every session they attend, whether a scheduled seminar or informal bedside teaching.

If you are an educator delivering a session, please do encourage your attendees to scan our code; All educators who deliver teaching will be provided with a copy of their feedback for portfolios and appraisals.



<https://forms.office.com/r/ejHFMGkyev>



Bedside Teaching at LUHFT

While there is not a standard definition of what Bedside Teaching entails, we would suggest the following as a useful guide for what this may include:

"We use a very specific definition of 'Bedside Teaching', which students should expect as part of their course. We use this term to define teaching conducted by a senior doctor (ST3+), involving direct patient contact. This is in addition to teaching that takes place on ward rounds and outpatients clinics. We also expect 'Bedside Teaching' to be at a time that is specifically focused on the educational needs of the student."

– Dr Goddard (University of Liverpool)

LIVING OUR VALUES

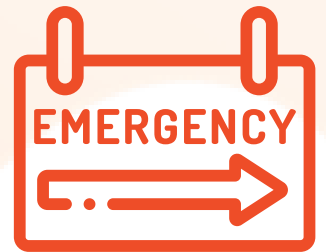


Simulation Teaching

Physician Associates at LUHFT took part in an Emergency Simulation session in July 2023. Below is a selection of the excellent qualitative feedback received.

Scenarios

The course covered a range of scenarios including common emergencies encountered in the ED and on the ward, such as cardiac arrest, and provided useful debriefs after each simulation. These scenarios also included managing tracheostomy patients and post-op patients, which taught me how to better manage acutely unwell patients and communicate effectively with my team. The use of real-life examples and appropriate timing for MET calls made the scenarios engaging and exciting to go through.



Valuable Experience

The Emergency Simulation Course provided excellent learning opportunities and helped me improve my skills in managing acutely unwell patients through realistic scenarios.

Appropriate for All Levels

The course was designed to be appropriate for all levels of healthcare providers and provided enough pressure to simulate stressful real-world situations.

Highly Recommended

I highly recommend the Emergency Simulation Course to anyone looking to improve their problem-solving skills and confidence in healthcare management.



Teamwork

One of the key takeaways from the course was the importance of communication and teamwork during stressful situations. I learned how crucial it is to have designated leadership and effective communication between team members. The course helped me identify my own strengths and weaknesses in leadership, which I can work on going forward.

Practical Session

The practical session was designed very well, and the props used were extremely helpful in creating realistic scenarios.

Situational Awareness

The realistic scenarios helped me improve my situational awareness, and the appropriate pace allowed all levels of participants to keep up.

Engaging Instructors

The instructors were knowledgeable and engaging, and they explained the importance of A to E assessment in organizing patient management.

Undergraduate

The student doctors new academic year commenced with first group of 4th year students arriving on 11.09.23.

Thank You

The Undergraduate Team would like to formally thank the following educators for their contribution to the Medical Education Teaching programme:

- Dr James Hackett - Radiology teaching
- Dr C Kennedy/Dr C Goulden - ABCDE teaching for 3rd year student doctors
- Dr C Kennedy / Dr C Goulden - How to be the Surgical FY1
- Dr Zhi Cheng - Ophthalmology Teaching
- Dr Imogen Vorley and Dr Patrick Birkenhead - ABCDE Teaching (RLH)

Welcome

The Medical Education Team would like to welcome our new Undergraduate Year Leads:

- Raj Malhotra 2nd year (RLH)
- Kunal Gadhvi 4th year (RLH)
- Rohan Gunasakera 5th year (RLH)

UG Timetables

A Quality Improvement Project is currently underway with the Undergraduate Student App 'Timetabler'.

All scheduled student doctor activities are now uploaded, quality checked and accessible with live update notifications.

Undergraduate Teaching

ABCDE Teaching with academic FY2:

Disability and Exposure - Tuesday 10th Oct 12pm



Many congratulations to Katy Badrock for being successful in her application for the Fixed Term Senior Administrator post in the Undergraduate Medical Education Team

Postgraduate

Lead Employer Updates



Thank you to FY2 Doctors: Dr Jonas Schlautmann, Dr Natalie Harmer, Dr Lucy Wright & Dr Rebecca Paterson for providing the 'Ask to See the Patient' Teaching to our FY1's at LUHFT



Teaching Bulletin

FY1 Teaching Dates:

18.10.23
01.11.23
15.11.23
29.11.23
20.12.23

FY2 Teaching Dates:

11.10.23
25.10.23
08.11.23
22.11.23
13.12.23

IMT Teaching Dates:

12.10.23
26.10.23
09.11.23
23.11.23
21.12.23



Congratulations

to Dawn Bullen, Medical Practice Education Facilitator, winner of the: 'Outstanding Medical Education Team' category at the Celebrating Achievement and Practice Excellence Awards 2023

This award recognises the important role in the education of students on the Physician Associate programme and recognises excellence in innovative approaches to supporting learners, placements and assessors and supervisors in delivering high quality learning experiences.



FORUS Meetings

with the Foundation Programme Directors

Every Wednesday 13:00– 14:00

[https://us06web.zoom.us/j/85155579528?](https://us06web.zoom.us/j/85155579528?pwd=UUJSd21jaEYvSHJmcHB6OUYwdUE3dz09)
[pwd=UUJSd21jaEYvSHJmcHB6OUYwdUE3dz09](https://us06web.zoom.us/j/85155579528?pwd=UUJSd21jaEYvSHJmcHB6OUYwdUE3dz09)

Meeting ID: 851 5557 9528

Passcode: 369929

Every Thursday 14:00 – 15:00

[https://us06web.zoom.us/j/81190356560?](https://us06web.zoom.us/j/81190356560?pwd=aE5nYks3ZUZheUVTY3dRTEZkLzgwZz09)
[pwd=aE5nYks3ZUZheUVTY3dRTEZkLzgwZz09](https://us06web.zoom.us/j/81190356560?pwd=aE5nYks3ZUZheUVTY3dRTEZkLzgwZz09)

Meeting ID: 811 9035 6560

Passcode: 525771

Self Development Time (SDT)

SDT is advised by HEENW to be a minimum of 2 hours on average per week for FY1 & FY2 doctors and approximately 2 days per month for Higher Trainees. Some examples of non-clinical SDT include: supervisor meetings, collation of e-portfolio, ACRP preparation, preparing for & delivery of teaching, quality improvement projects and career planning & applications.

If SDT is not being given, it should be escalated to clinical and educational supervisors. If not resolved, trainees should exception report and discuss with their FPDs.

- [Intended uses of SDT](#)
- [STD FAQs](#)
- [Foundation Programme Review](#)
- [NHS Employers, Information on the Foundation Programme Review](#)



Compliance

Guardian of Safe Working (GOSW):

Philip Weston - philip.weston@liverpoolft.nhs.uk



Junior Doctors are invited to attend the Junior Doctors' Forum; A Quarterly Meeting where concerns can be raised to the Guardians of Safe Working.

Welcome

This year the trust has three Chief Registrars based across the three sites. The role of the Chief Registrar is to provide a vital bridge between senior clinical leaders, managers and the wider trainee workforce. They will be focusing on education and training, staff morale and service improvement. They are all currently ST5 trainees in medical specialities. Anish is a gastroenterology Registrar, Stephanie a Rheumatology Registrar and Mariyam is a Renal registrar.

If you have any issues that you feel they could help with, please do not hesitate to contact them. The email addresses are below:

- Aintree: Anish Kuzhiyanjal- anish.kuzhiyanjal@liverpoolft.nhs.uk
- Broadgreen: Stephanie Gall- stephanie.gall2@nhs.net
- Royal: Mariyam Adam- mariyam.adam@liverpoolft.nhs.uk

[CLICK HERE](#)

[Exception Reporting How-To Video](#)

Exception Reporting

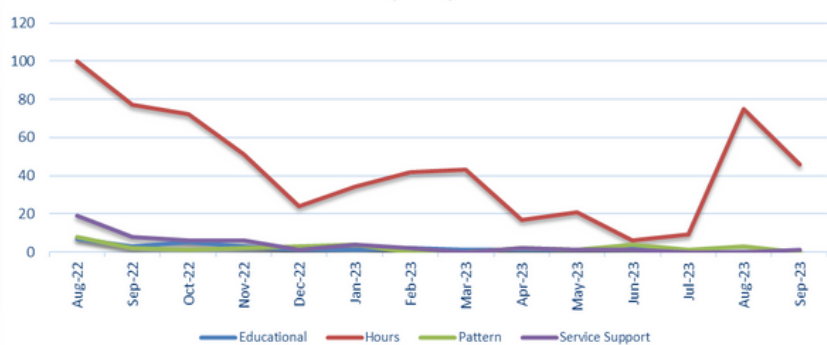
Exception reporting provides colleagues with the opportunity to inform their employers when their day-to-day work varies significantly and/or regularly from their work schedules. Please continue to submit your exceptions for the Guardians of Safe Working to oversee and monitor.

Educational Exceptions should be submitted within 24 hours of the missed teaching opportunity. All other exception reports need to be submitted within 14 days, or 7 days if you are claiming payment.

You can access further information by scanning /clicking on this QR code, or by clicking the Exception Reporting 'How-To Video Link'.



Exception Reporting (by type)
(ME 5.0)



Staff Hub Pages



During your career with LUHFT, you may need to access some information to support you on a practical level. For managers and staff, these pages should assist with all the workforce actions needed to support you and your team.

- [Payroll](#)
- [Medical Rostering](#)
- [Employee Support](#)
- [Less Than Full Time](#)
- [Speciality Contacts](#)
- [Exception Reporting](#)



“
We have put together your **'Life at LUHFT'** offer, so that when you need support you have a wide range of tools and resources at your fingertips.
This includes both internal LUHFT resources and national initiatives to support you as much as we can.”



Life at LUHFT Your staff support offer

Life at LUHFT is our promise to take great care of you, to allow you to take great care of yourself. Our priority at LUHFT is to provide you with access to the tools and resources which will allow you to live life well.

Your staff support offer includes information and resources in the below four sections:

Your Physical Wellbeing



Your Mental Wellbeing



Your Financial Wellbeing



Working Life



Staff Services



*It's okay not to be okay...
for mental health support
services, please scan/click
our QR code.*



[LUHFT Occupational Health
and Wellbeing](#)

[LUHFT Staff Psychology
Service](#)

[Lead Employer Wellbeing
Hub](#)



Headspace - Free for NHS Staff until Dec 2023

Mindfulness & meditation made easy - helps
reduce stress, and aid resilience / sleep.



Enter the link into your search bar, and follow the
sign-up prompt:

[https://help.headspace.com/hc/en-
us/articles/360044971154-Headspace-for-the-NHS](https://help.headspace.com/hc/en-us/articles/360044971154-Headspace-for-the-NHS)

If you are an NHS employee with a registered NHS email address
you can sign up to access Headspace Plus at no cost. Please
note: You will not be asked for payment to activate this
subscription.



Staff Services

LUHFT Library & Knowledge Service

... is here for all your information needs, whether online or as a physical space for you to use – why not download our [Guide to Services](#) brochure to find out everything you need to know!

By accessing the [Library website](#) :

- You can sign up for an [OpenAthens](#) Account to access online resources –
- You can search our Knowledge & Library Hub search box to download the full text of an article or to request it from library staff.
- You can register to join the Library online at our [Library catalogue](#) link and search for or request books to borrow.

Our Resources include:

- [UpToDate](#) clinical decision support resource (To obtain access to the App via your mobile phone click on the relevant Hospital site at this [link](#) and then click on Register)
- [BMJ Best Practice Comorbidities](#) – a clinical decision-making support tool
- [BMJ Case Reports](#) - you can submit a case report free of charge by using our Institutional fellowship code – 839245
- [Anatomy.TV](#) – interactive anatomy software
- Quick links to [Healthcare Databases](#) like Medline, EMBASE & CINAHL [Oxford Medical Handbooks online](#)
- SPSS – Statistical software - Locate the 'software centre' icon on the desktop and install.

You can request a literature search by completing the [online form](#)

You can request a training session on how to search the literature effectively.

You can check the online [Journals](#) collection.

You can request documents/articles/books not in stock by completing the [online form](#)

You can contact the Library by emailing library.service@liverpoolft.nhs.uk or by phoning 0151-706-2248 (RLUH) or 0151-529-3879 (Aintree) You can contact the Library Manager by emailing angela.hall@liverpoolft.nhs.uk

Why not follow us on Twitter @LUHFT_Library or see our latest posts on the LUHFT Staff Facebook Group



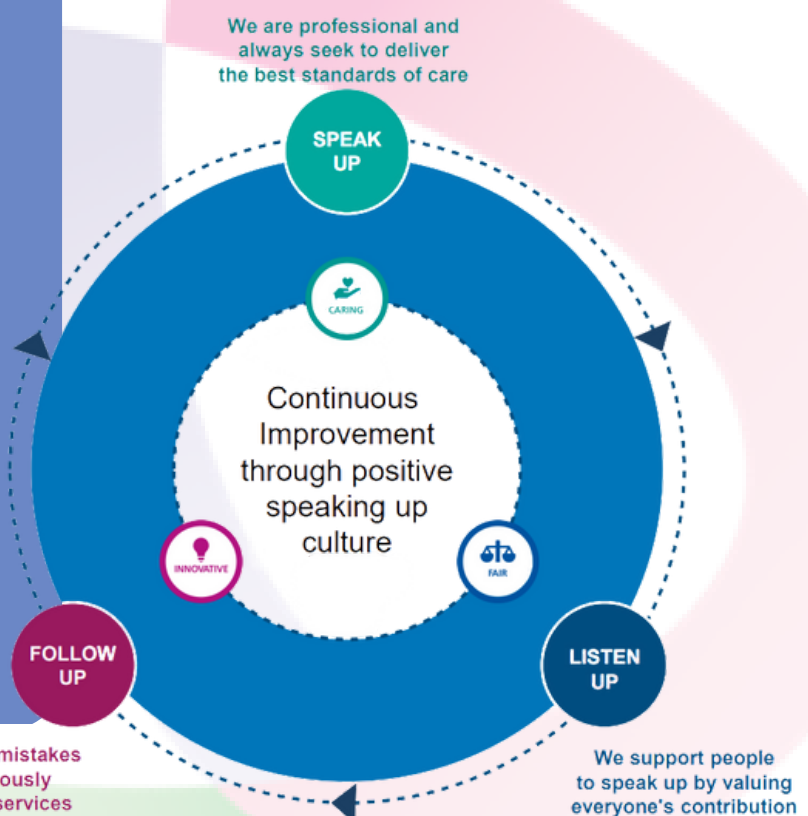
Freedom to Speak-Up Champions

LUFHT have now enrolled a network of 20 Freedom to Speak-up Champions throughout the Trust including Dawn Bullen (Medical PEF) and Noon Altijani (F2) within Medical Education; they will be working to support Lorraine Heaton - Freedom to Speak up Guardian.

FTSP Champion Role Purpose

- To help empower staff, students, volunteers, and other workers at the Trust to speak up safely at work with ideas, concerns, or errors and feel that their voice counts, working together to continuously improve their services and achieve great care
- To support and signpost people who wish to speak up, listening to and communicating with them objectively and with empathy and compassion
- To support the FTSU Guardian to raise awareness, share information and promote the importance of speaking up and how to speak up effectively using Trust processes and routes

For more information and access the network FTSU Champions, please click [here](#).





Medical Education

The **Undergraduate Medical Education** Team aims to promote and provide the best possible clinical teaching for all undergraduate medical students allocated to clinical placements at LUHFT

- undergraduateeducation@liverpoolft.nhs.uk
- Aintree: 0151 529 (5808) (5869) (6744)
- Royal: 0151 706 3783

The **Postgraduate Medical Education** Team provides both administrative and pastoral support to doctors from Foundation years to Consultants at LUHFT

- postgraduate.education@liverpoolft.nhs.uk
- Aintree: 0151 529 (5858) (5807)
- Royal: 0151 706 3742

Practice Education Facilitators for Medical Education are an additional layer of support for students doctors and postgraduate trainees. You may see them on wards, clinics, and in lectures to ensure your environment delivers safe and effective learning.

- medicalpef@liverpoolft.nhs.uk
- physician.associates@liverpoolft.nhs.uk

Medical Education Compliance, build compliant trainee templates issuing work schedules and managing establishment of hosted staff.

The team pages can be found here: <https://staffhub.liverpoolft.nhs.uk/working-with-us/medical-Education.htm>

- medicalcompliance@liverpoolft.nhs.uk / 0151 529 3557

Lead Employer

Part of St Helens & Knowsley Teaching Hospital trust, the Lead Employer employs over 12,000 doctors and dentists-in-training who are based across six regions within the UK, including the Northwest, West Midlands, East Midlands, East of England, Thames Valley and London and the Southeast.

- Lead Employer - [Website - Shared Services \(sthk.nhs.uk\)](http://www.sthk.nhs.uk)
- Contact Page - [Contact Us – Shared Services \(sthk.nhs.uk\)](http://www.sthk.nhs.uk)

HR & Workforce Services

Medical Roster, deal with live rota management working with specialties to ensure safe staffing.

The team pages can be found here, <https://staffhub.liverpoolft.nhs.uk/working-with-us/medical-rostering.htm>

- medical.roster@liverpoolft.nhs.uk

Medical Temporary Staffing, support the trust with ensuring safe working by sourcing locum and agency cover were required.

The team pages can be found here, <https://staffhub.liverpoolft.nhs.uk/working-with-us/bank-and-agency.htm>

- medical.tempstaffing@liverpoolft.nhs.uk

Employment and Payroll

- Monthly Pay - payrolluh@sthk.nhs.uk
- Weekly Pay - weeklybank@sthk.nhs.uk
- 0151 290 4940

Recruitment

The recruitment team is here to support you to ensure you select the most suitable candidate and that recruitment is completed within a timely manner and safely as possible.

- recruitment@liverpoolft.nhs.uk
- 0151 706 (2000) (4666)

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