

## Programme Review Findings Form

To be completed by the Visit Chair, please return your fully completed form to the Quality Manager. Incomplete forms will be returned.

SECTION 1: DETAILS OF THE VISIT	
Programme Name:	Clinical Genetics
LEP (Trust/Site) reviewed:	Held at Willow Terrace Road, Leeds Leeds Teaching Hospitals and Sheffield Children's Hospital
Date of Visit:	18/01/2016

SECTION 2: FINDINGS FROM THE VISIT
<p><b>SUMMARY</b></p> <p>There was a good representation of trainees, three of the six trainees were present and one absent trainee submitted a written evaluative statement, the feedback from which has been incorporated into the report. The trainees present represented ST4, ST5 and ST6. All five Educational Supervisors (ES) were present.</p> <p>The trainees feel well supported by the ESs and at no time did the trainees feel that they were working beyond their level of competence. The clinic format is well structured with ESs on hand to discuss cases prior and post clinic. Cases are carefully considered by the ESs prior to distribution to trainees. ESs do not feel pressured to see more patients per clinic and are able to be flexible with bookings.</p> <p>It can be more difficult for part time trainees to manage clinical time and to attend educational meetings, however with careful planning this is not insurmountable. The rota is deemed reasonable and there is no on-call facility.</p> <p>One trainee did not feel that the induction was adequate and felt that improvements could be made to ease the transition into Clinical Genetics as the culture and format of the specialty differs significantly from others. It is understood that the structure of induction is under review and changes will be made.</p> <p>Assessments are being completed successfully and the trainees feel that they are gaining a good level of experience and have many learning opportunities. Difficulty has been experienced by some in gaining approval for funding for attendance at some of the larger national and international conferences, however if these are added to the curriculum then funding should become less of an issue. An advanced communication course held in Manchester was discussed in relation to this; advanced communication skills are significant for this specialty therefore this course could logically be incorporated into the curriculum. The trainees feel that they are fully covering the curriculum and no issues have been encountered in securing cover to attend education and training events.</p> <p>Consideration has been given to running a local revision course in the lead up to the SCE. Currently the only revision course is based in Cardiff.</p> <p>Trainees are not allocated an ES when they start in post; trainees are able to choose their ES. The trainees found that their initial appraisal was delayed due to this and they would prefer to be allocated an ES. Appraisals are not always taking place at the end of a rotation either. The trainees see their ESs regularly, however the appraisal process must be properly formalised.</p> <p>When asked whether the trainees would consider rotation to another centre, they said that they could see the benefit of this and considered it a positive change provided those applying for the post were informed of the location change.</p> <p>While the trainees feel that generally they have good access to resources, improvements could be made to the access of online journals which the trainees need to consult on a daily basis as part of their role. In order to gain access to</p>

e-journals the University provide honorary access, however this can take up to six months to secure.

Access to rooms has been problematic; other specialties have more regular clinics and are given priority over the Clinical Genetics ESs and trainees. The specialty will soon be added to the electronic booking system and this should lessen the problem.

No patient safety concerns were identified.

Overall the trainees are happy in their posts and would recommend the facility to friends and family.

#### AREAS OF STRENGTH

No	Site	Area	
1		All	The trainees are very well supported by their ESs with help and advice on hand at all times. The ESs demonstrated flexibility and a genuine drive to make any improvements to the trainee experience where possible.
2		All	The trainees have time to complete assessments and there are no barriers to attending clinics and training.

#### AREAS FOR IMPROVEMENT

No	Site	Area	ITEM	Recommendation	Timeline
1	All	All	Allocation of Educational Supervisors	<p>Currently trainees are able to choose their own ES. Feedback from the trainees highlights the need for trainees to be allocated an ES in order to allow the initial appraisal to take place in a timely manner and also for the trainees to feel that they have a dedicated person to support them when they first start in post.</p> <p>All trainees must be allocated an ES</p> <p>Plans for future allocation of ES to trainees at the start of training must be put in place</p>	<p>April 2016</p> <p>30/04/16</p> <p>30/04/16</p>
2	All	All	Completion of Appraisals	The initial, mid-point and end-point appraisals should be scheduled and the process formalised	30/04/16
3	All	All	Access to online journals	<p>The trainees need access to a wide variety of e-journals and are waiting up to six months for honorary access to be granted by the University. Earlier request for access to e-journals to be made/negotiate access with the University.</p> <p>All trainees to be provided with honorary access to e-journals</p> <p>Access for all future trainees to be arranged within 2 months of taking up post</p>	30/04/16
4	All	All	Access to rooms	Unavailability of rooms is limiting training opportunities. An improved, flexible system needs to be developed to allow	End 2016

				service and training.	
5	All	All	External courses	<p>The School need to be advised that the trainees need to attend the Advanced Communication Skills course and that they benefit greatly from attending the SCE revision course in Cardiff.</p> <p>All trainees must be given the opportunity to attend the advanced communication skills course before the end of ST5</p> <p>All trainees must be given the opportunity to attend the SCE revision course in Cardiff before the end of ST6</p>	
6	All	All	Rotation	<p>Rotation across location would increase the trainees' experience within their field and present greater learning opportunities. All trainees must be offered the opportunity to spend time in a relevant post in another location.</p>	January 2017

### SECTION 3: OUTCOME (PLEASE DETAIL WHAT ACTION IS REQUESTED FOLLOWING THE REVIEW)

No further action required – no issues identified	
Monitoring by School	Yes
Speciality to be included in next round of annual reviews	
Level 2: Triggered Visit by LETB with externality	
Level 3: Triggered Visit by LETB including regulator involvements	

### Section 4: Decision (To be completed by the Quality Team)

NEXT PROGRAMME REVIEW TO TAKE PLACE IN THREE YEARS (2019).

### Section 5: Approval

<b>Name</b>	Mr Peter Taylor
<b>Title</b>	Deputy Dean, Health Education Yorkshire & Humber
<b>Date</b>	18 <sup>th</sup> January 2016

### DISCLAIMER:

In any instance that an area for improvement is felt to be a serious concern and could be classed as detrimental to trainee progression or environment this item will be escalated to a condition and included on the Quality Database for regular management.