

Minutes of the 2019 Junior Doctor Forum Meeting
held on 21st March 2019 12.30 pm – 13.30 pm
in Medical Education Centre Room 5

Members Present:	Dr. Andy Ng	Guardian of Safe Working (Chair)
	Dr Linda Hacking	Director of Medical Education
	Prof Anoop Chauhan	Chair of the LNC
	Laura Davey	Post Graduate Manager
	Nicola Di-Vito	Trainee Doctor Support Team Manager
	Dr Simon Mung	ST3
	Dr Jyo Manalyil	FY2 GOSW Junior Rep
	Debbie Croft	Trainee Doctor Support Team Admin

1. Apologies

Apologies were received from Kate Stannard and Marina Ransome.

2. Minutes of Previous Meeting

The minutes of the previous meeting held on the 18th December 2018 were reviewed by the committee; all listed actions had been completed or were to be discussed under later agenda items. Dr Jyo Manalyil is a GMC rep now.

3. Matters Arising

Review of Action Matrix

Action Matrix Item 1 – Two Junior Doctor BMA representatives have been appointed at the Trust and both colleagues will attend JLNC.

Action Matrix Item 2 – Staffing levels are improving which has meant fewer requirements for juniors to work additional hours. Business Cases for additional posts are being prepared. Trust Grade Doctors have asked to be placed on the on-call rota, discussion will take place with Lee Tarren.

Action – Dr Ng

Action Matrix Item 4 – Dr Ng has contacted Sophie Gee for monthly figures, no response has been received to date and the matter will be discussed with Lee Tarren.

Action – Dr Ng

Dr Simon Mung asked how many actual shifts are empty. Dr Jyo Manalyil said there are gaps on wards, but not on AMU. The night team has an extra Junior Doctor but at weekends there are less doctors on the wards. The juniors were asked to provide any rota gap data they have to Dr Ng. These shifts should be Exception Reported even if no remuneration or TOIL can be provided, the more evidence the Trust has to support accurate working patterns the easier it is to support colleagues working on the rota templates.

Action – Dr Mung

Action Matrix Item 6 – Issues have been highlighted by ENT juniors, it is felt that Rota Co-ordinators are not actioning emails regarding Annual Leave issues timely.

Issues have also been raised by Psychiatry trainees, these trainees are employed by Blackpool but are working within Lancashire Care Trust.

When the Rota Coordinators are centralised, processes may change. This work is currently ongoing and a further update will be provided in due course.

Action Matrix Item 7 – Informal Junior Doctor Forum has been suspended. The intention is for the meeting to continue but in a different format (the education content).

Action Matrix Item 8 - Engagement with the trainees is going and plans to meet with trainees face to face are in place. Dr Ng will work with Kate Goldberg (ADME) and another survey monkey questionnaire will be completed in July.

Action – Dr Ng

4. Performance Board Dashboard

The Committee reviewed the Dashboard as a whole, several specialities were identified for comment, please see individual responses below.

Exception Reports – There are a couple of exceptions still outstanding, Dr Ng has contacted the Supervisors but is awaiting a response.

Dr Ng attended the Regional Guardian of Safe Working meeting and provided a quick update. Currently the GOSW cannot close open exceptions within the Allocate system but this function should be available in August.

There appears to be a lack of engagement from the Supervisors. Dr Ng will discuss and reinforce the 2016 Terms & Conditions at the CS/ES Meetings.

ENT – Exception Report has been escalated

Action - Dr Ng

Non Resident On Call – A two week diary card exercise is being undertaken and trainees have been encouraged to respond, ensuring all their NROC is noted. Dr Ng has had discussions with other Guardians regionally and this is a common theme. To support rota template objective evidence is required to ensure no EWTD or Contractual breaches take place.

5. Submitted Quarterly Report

The report was provided within papers for review and discussion. It was noted that engagement of Junior Doctors will be supported by Education and GOSW jointly.

6. Exception Reports Received + Fines Levied

No fines have been levied.

7. Monitoring Outcomes

Monitoring outcomes have been covered as part of the Performance Board review. There are still concerns in ENT which has remained a Band 3 for some time.

Paediatrics Senior has again monitored as a Band 3, but this is due to the trainee supporting the transfer of a patient in an ambulance the doctor was provided time back in lieu.

General Surgery has monitored at a higher band than template

8. Trainee Feedback and Engagement

Feedback from the trainees was that workload has eased and Dr Hacking updated that she has recently been in discussions with the Phlebotomy Department. Issues raised have been discussed to Dr Curtis and Mrs Mountain and a Business Case is being completed.

A priority system for phlebotomy was being discussed and the current maximum on each ward is 14. The impact on patient care needs to be understood and it was highlighted that there is no Phlebotomy service at weekends. Dr Hacking asked how this will impact on patient care and show

improvements, this needs translating into a Business Case. Extra funding is needed to support making Junior Doctors safer on every ward.

Dr Mung asked if surveys could be completed outside of the hospital via SharePoint. Laura Davey will speak to Michael Farrell and feed this information back. The GMC survey is important and all trainees should be encouraged to complete this document.

Action - L Davey

9. Work Schedule Reviews and Outcomes

A&E Work Schedule Review Update - Following many attempts to engage with the trainees, a final reminder has been sent by Dr Ng. If no update is received by the end of this week the Review will be closed.

10. Funds and Disbursement of Funds

£72 funds have been levied to date. Dr Ng asked Dr Mung & Dr Manalayil if there were any suggestions on how to spend these monies that he should be updated.

Action – Dr Mung & Dr Manalayil

11. Informal Junior Doctors Forum Actions

This item will be removed from the Agenda.

12. All Other Business

Education Sessions – If anyone has any ideas around topics that can be covered in the new format meetings, suggestions could be made to Michael Farrell. For example; General Medical training, Audit, Quality Improvement, Simulation or Personal Development Portfolio.

FY3 Doctors - This group are finding it difficult to get tasters sessions for some areas, for example; Cardiology. Support to capture these colleagues is required and it was noted that this group would require a Trust Appraisal as locally employed doctors.

Datex - Dr Mung asked if incidents raised through Datex are anonymous, they are not. Incidents raised should be used for reflection purposes. An issue was raised with Dr Hacking that will be picked up outside the meeting.

Action: Dr Hacking

In addition, some trainees are attending clinics without Consultants – this is fine if there is good reason and the Consultants are still contactable.

13. Declaration of Confidentiality

It was agreed that all items discussed at the Forum will be held as confidential.

Date of the Next Meeting: Thursday 6th June, 2019 at 12:30 - 13:30 in Room 6, Medical Education