

Advice, appraisal and assessment

Dr John Potter

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Developing people

for health and

healthcare

www.hee.nhs.uk

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Advice

Appraisal

Assessment

Getting Advice & Guidance

Getting Advice & Guidance

- Royal Colleges
- HEE YH
- Associate Deans
- Specialty Training Committee
- Director of Medical Education
- College Tutors
- Clinical Supervisors
- Educational Supervisors
- Postgraduate Education Manager
- Medical Personnel Department
- Mentors

The Royal Colleges

- CCT / regulations
- Curriculum
- Assessments
- Exams

HEE YH

- Training Posts
- Trainers
- Structure
- <http://www.yorksandhumberdeanery.nhs.uk/>

Associate Deans

Associate Deans work part time for HEE YH.

They have special areas of responsibility, as described on the HEE YH website.

There is an Associate Dean with responsibility for each specialty e.g. GP.

You will not have much personal contact with them. (Unless you need advice on something specific e.g. "Less Than Full Time Training")

Speciality Training Committee

- Oversee training in speciality – ST1 to CCT
- Oversee Assessment in speciality
- Includes Training Programme Directors (TPDs)

Director of Medical Education

- Postgraduate Education Centres in each Trust
- Overview of training in Trust
- Organise Programmes
- Career advice & counselling

College Tutors

- Specialist representatives of Royal Colleges
- In the workplace / Trust
- Oversight of programmes
- Career advice & counselling
- Quality assurance
- May also be DME
- Link between Trusts and Colleges

Clinical Supervisors *Health Education England*

- Local representative of HEE YH
- In the workplace / Trust
- Responsible for programmes and training
- Career advice & counselling

Educational Supervisors

Appraisal

- confidential
- developmental
- what do you need?

Assessment

- open
- external
- how good are you?
- are you ready to progress?

Appraisal

- Identify needs
- Set goals
- Review progress
- Feedback
- Plan for future

Postgraduate Education Manager

- Runs postgraduate centre
- Administers study leave
- Good starting point for advice

Medical Personnel Department

- Trust employment process
- Looking after employees

Mentors

- In HEE YH there is at least one mentor in each Trust
- Senior doctors available to help overseas doctors

Other useful contacts:

British Medical Association (trade union)

Defence Societies

General Practitioner (personal health)

Occupational Health

Confidential Counselling (“Take Time”)

Get your advice from the right person

Clearly it is important to go to the right resource to get advice and guidance.

Most important and relevant information is available online and you should take time to locate the most important websites e.g. your College, HEE YH and Trust websites.

Get to know the staff in your education centre. Above all treat them with respect – they can do a lot to make your life easier if you relate to them properly.

Get your advice from the right person

- If you want to know about GMC registration, then ask the GMC
- If you want to know about prospects in a particular specialty, then speak to the relevant College Tutor or Regional Advisor
- If you want to know about your contract, then speak to Medical Staffing Dept. of your employer
- Be wary of advice from your friends and relatives
- Make sure your decisions are based on accurate information
- Use your appraisals for discussion about what you should do

The end?
Any questions?