

Training Responsibilities

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Objectives

- 1) Understand your responsibilities as an employer
- 2) Know what your responsibilities are as a workplace supervisor
- 3) Top tips for success

Employer Responsibilities

- Delivery of the specific curriculum and assessment requirements
- Practical experience - to allow achievement and maintenance of scientific, clinical and professional requirements
- Opportunities and support for trainee to develop clinical and practical skills and professional capabilities
- Opportunities for inter-professional multidisciplinary working
- Achieve Accreditation as a HSST training department

Employer Responsibilities

- Regular, useful meetings with clinical and educational supervisors
- Placements - long enough for integration in multidisciplinary team
- Ensure balance between service and education/training
- Design assessments mapped to curriculum and sequenced to match trainee's progression to meet Academy's Standards of Proficiency
- Assessments by someone with appropriate expertise
- Notify NSHCS and MAHSE if your trainee will be absent from training e.g. maternity leave/long-term sick leave.

Workplace Supervisor

Ideally

- Consultant grade or equivalent, Postgraduate qualification
- Enthusiasm for training and developing scientists
- Commitment to CPD, and to remaining up to date
- Good communication skills, approachability and interpersonal skills
- Understanding of equal opportunities
- Time and resource allocated in their job plan to deliver on these responsibilities

Workplace Supervisor Responsibilities

- Works with trainee to produce and review Training Plan
- Participates in Annual Review of Progression (ARP)
- Ensures progression (clinical, scientific, educational)
- Pastoral care, career guidance
- May supervise the research/innovation project in workplace, or may delegate

Supervision of research and innovation

Workplace Supervisor

- Detailed knowledge of the project background
- Understanding of the work constraints on the student
- Usually close by to give day-to-day advice

Project Supervisor

- Understands the academic process for Doctoral degrees
- Has experience of supervising PhDs/MDs
- Understands the University constraints
- Contact with the University supervisor

Duties a trainee may undertake..

- Routine clinical and/or diagnostic services
- Interpretation of test results, reporting and authorisation of results
- Researching, developing and validating new methods of diagnosis
- Advice that improves patient care and outcome
- Advising on purchase and use of commercial products/equipment - Procurement
- Personal programme of self-study and professional growth with guidance from workplace supervisor

Top Tips for Success

- Know your trainee's timetable – University Attendance, Assessments, Research, WPBA, FRCPPath, ARP, IAPs
- Use assessments from University to drive departmental development
- Look for synergy in aspects of the training
- Identify Projects early
 - Who will supervise?
 - Opportunity to share supervision and learning
 - Consider need for ethical approval

Top Tips for Success

- **Regular** documented reflective review meetings
 - set date for next meeting and try to stick to it
- Be innovative with opportunities to map to SoP
- Look for
 - Reflective learning in current role
 - Development opportunities in current role
 - Opportunities outside current role (How can they help you in your role?)
- Make use of Multisource Feedback (MSF) for trainee
- Reflection on outcomes and objectives set.

Hold regional HSST moderation assessment days

- Trust led local/regional initiative
- Make use of Trainee Networks to organise
- Trainees – opportunity to network and share work-based experiences
- Supervisors – opportunity to network and share best practice
- Find the right level of evidence

Any Questions?