A Trainee's Quick Guide to starting as ST1 Obstetrics & Gynaecology within the Kent, Surrey & Sussex Deanery

Welcome to what we as trainees consider to be one of the most diverse and happy deaneries in the country. Congratulations on being appointed to this special school where the personal and professional skills you have acquired so far will be nurtured and where you will have the opportunity to develop many new skills to enable you to compete with the best in the business. These are some of the people who will help you do that.

Training committee members

- Head of School (HoS)
  Miss Sarah Flint: sarah.flint@nhs.net

- Training Programme Directors (TPD)
  Miss Melanie Tipples: Melanie.Tipples@wsht.nhs.uk
  Mr Robert Bradley: robert.bradley@bsuh.nhs.uk

- Trainee representatives:
  ST1 Representative - TBC
  Dr Fiona Cowan ST2 KSS
  Dr Maryam Modarres ST3 KSS
  Dr Naila Khan ST2 KSS
  Dr Ciaran Crowe ST4 KSS
  Dr Melanie Allen ST4 London South

If you are interested in taking on the role of the ST1 Trainee Representative please contact the Deanery O&G team at the below email address.

- Specialty Workforce Team for the School of O&G (this is who sends you training information and who you should contact with any general training concerns)
  Alison Saunders – Medical Workforce Project Officer
  Paul Kociucki - Medical Workforce Projects Assistant
  O&G@kssdeanery.ac.uk
College Tutor – one for each unit. Meet with them early in the academic year and they should keep you in touch with any assessment/College changes.

**Training program structure and requirements**

[Diagram of training program structure]

Training matrix for overall requirements


**Essential Requirements**

- All assessments must be completed on the EPortfolio
- Make sure all your life support courses and trust mandatory training are up to date and certificates uploaded to EPortfolio
- Audits and teaching attendance/delivery should be recorded
- Must keep RCOG logbook up to date – best to carry it with you and get signed off as you go
- Regional training days are held at various trusts every 2-3 months. Please watch out for emails and updates on the school website. You will be required to ask for study leave so just complete and submit all the forms as soon as you can in the year.

**Annual Review of Competence Progression**

Otherwise known as ARCP, it takes place in August and is an annual assessment process to assess competence for progression to the next level of training. In addition all trainees will attend an Interim Review in June to assess whether trainees are progressing at the required rate.

It has traditionally been associated with a great deal of anxiety but it does not have to be. The key is to complete assessments regularly throughout the year -in particular OSATs, CBDs, mini CEX and reflective practice. You will be given a list of documents required well in advance, as long as you ensure you have all the required documents and all on e-portfolio, you will not have any problems.
The Mentorship Scheme

In 2011 Dr Fiona Cowan (KSS Representative and ST2 in O&G) pioneered the Obstetrics and Gynaecology Mentorship Scheme for ST1 trainees in the Kent, Surrey and Sussex Deanery. The aim of the scheme is to provide you with a mentor who is an ST4 or above trainee who will see you more frequently than the Educational Supervisor and who will be available to provide invaluable support and confidential advice on work or career related difficulties.

The scheme ran successfully last year with each ST1 being allocated a mentor by their Clinical Tutor. The mentors will undergo specific training in mentoring. Last year, the ST1 trainees believed that the mentors had been beneficial for Log book and assessment sign offs, advice during procedures, career and on call advice, guidance on audits and publications, patient and staff related problems and preparation for the MRCOG Part 1 examination.

The mentorship scheme will be continued for you. You will be expected to choose a mentor in your department after 2 weeks of starting your placements. If a mentor is not chosen by this time, one will be allocated to you by your Clinical Tutor. A small number of ST1’s had issues with their mentor moving out of area and KSS will expect Clinical Tutors to feedback to the deanery if this has occurred. Please ensure your Clinical Tutor is aware if this happens. You may be expected to fill out a few online feedback forms throughout the year and we would appreciate if you could complete these.

Overall, the Mentorship Scheme has been a great success so far helping to provide ST1 trainees with the support and guidance that is needed when starting this specialty. We hope to continue the success this year and are proud this scheme is available to trainees in KSS, a scheme which is currently not available to trainees in other deaneries.

Educational meetings

These are vitally important and should not be new to you. Your educational supervisor (ES) is the person who oversees your training and progress over the course of the year or training period. Your clinical supervisor is the consultant in the team you are assigned to and responsible for your day-to-day supervision in the workplace. Your Mentor is an ST4 or above who you will be assigned to provide confidential work or career related advice. If you are not assigned an ES then see your college tutor, contact the college and/or speak with the director of medical education for your trust. You should meet with your supervisor within the first week of commencing your placement and set achievable objectives. You then meet with your ES preferably quarterly or at 6 months and at the end of May or start of June. This is so that you can be well prepared and have all documentation prepared in advance for your Annual Review of Competence Progression (ARCP) in June each year. Your last meeting should be a further appraisal and sign off to highlight any problems you have and to pass these on to your next job ES to work through with you.

ALL OF YOUR MEETINGS SHOULD BE ON ePortfolio. So make sure your supervisor has all log on details. If they do not, contact the RCOG technical team via your ePortfolio and they can send it to them.
Checklist for the first few days of your new job

✓ Meet with your Educational Supervisor within the first week
✓ Ensure you choose a Registrar to be your Mentor within the first 2 weeks
✓ Make sure you have EPORtfolio is set up and that you are registered with the RCOG, have a log book (or on its way), a Synapse and StratOG account
✓ Ensure your e-Portfolio is up to date with your personal details including GMC and college no.
✓ Complete Trust online induction – you won’t get paid otherwise
✓ Complete your initial forms for objectives so this is done before meeting with your supervisor
✓ Find the canteen, the doctors mess and where to eat out of hours
✓ Spend some time getting to know important places around the hospital such as areas within your Women’s Health department, EPAU, A&E, Theatres and clinic areas.
✓ Get to grips with the curriculum on e-Portfolio and on RCOG and in the logbook
✓ Read your local online protocols especially for the management of gynae and obstetric emergencies
✓ Never work outside your comfort zone and speak up if you are unsure or uncomfortable with managing a clinical scenario – you are not expected to have detailed O&G knowledge
✓ Use others around you to get you through the first few weeks especially the midwives, Gynae nurses and your Registrar. If you are not sure about examinations then ensure a Registrar comes with you for the first few. It is ok to ask for this, in fact it is expected
✓ For all emergencies remember ABC and never forget to use common sense (like moving your patient to resus if you are worried and asking for A+E staff grade help early if your Registrar is unavailable

Points to remember while waiting for your Registrar to arrive

• Take a detailed Obstetrics/Gynaecology history
• If you are confident make sure you have examined the patient – abdo and pelvic exam, including triple swabs
• Gain IV access and send relevant bloods e.g. FBC/U+E/CRP/G&S or XMATCH/HCG/Progesterone. Set up IVI if necessary
• Keep communicating with your Registrar throughout the day. You will find out what is happening on LW and CEPOD and be able to join in when you are not busy
• Always commit to a possible diagnosis and suggest a relevant action plan – it shows you are thinking and enthusiastic
Worries and concerns

You are not alone!!!! There are many people you can speak to concerning a whole range of issues from your training through to personal difficulties and part time training. Your first port of call may be your Mentor, Educational Supervisor or College Tutor. If they are not helpful or you feel that you cannot speak with them then the Clinical Director or Director of Medical Education should be your next step. You can at this stage involve the Trainee Reps and we will be able to bring issues locally to the Local Faculty Group and Local Education Board meetings. If they cannot be resolved here then the Regional Representatives can be contacted and we can bring it to the training committee meeting for you. You can contact any committee member. We are all very approachable.

Get involved

Your Local Faculty Group/ LAB and year 1 representative.

Try and do more than one audit and get something published in the first two years.

Course recommendations

A: Essential
- Basic practical skills ST1 (RCOG )
- Regional Training Days
- Mandatory trust teaching (e.g. CTGs and skills drills)
- ALSO/PROMPT (www.also.org.uk)
- Basic Ultrasound – KSS organise a free USS regional training day

B: Strongly Advised
- Perineal Repair www.perineum.net £270 (may be provided as RTD – TBC)
- Bereavement
- Forensic Gynae
- Part 1 MRCOG Revision Course ST1

C: Also supported
- Theory eDFRSH, ST2
- Specific courses required as per curriculum to confirm basic competences if not covered within regional training days programme

Trainees recommend:

- Simulation courses at St. Thomas’
- Vacuum delivery Prof. Aldo Vacca only twice/year @ St. George’s and Northwick park Hospitals. obsandgy@sgul.ac.uk or Pauline.Mills@nwlh.nhs.uk £225
- Laparoscopic courses at Royal Free and Chelsea and Westminster are very good. Others available include Guildford.
**MRCOG part 1:**

This is a mandatory requirement before you can progress to ST3 level. The key is to complete it as soon as possible to avoid unnecessary anxiety in your ST2. KSS runs a peer led teaching course for this exam. Details will be available in due course.

**Regional Training Days (RTDs)**

The KSS Deanery School of Obstetrics & Gynaecology holds Regional Training Days for all ST1 & ST2 trainees bi-monthly. These rotate around the KSS Trusts. Please check the Regional Training Days page on the Obstetrics & Gynaecology area of the KSS Deanery website regularly as dates and venues may be subject to change. The ‘downloads’ section will contain the RTD programmes and display presentations from previous training days. The page can be found at:

http://kssdeanery.org/specialty/current-trainees/obstetrics-gynaecology/teaching-and-learning/core-training-days

You are required to confirm your attendance via email to:

O&G@kssdeanery.ac.uk

**Useful Websites**

www.rcog.org.uk – The Royal College of Obstetricians and Gynaecologists

http://kssdeanery.org/obstetrics/teaching-and-learning/core-training-days - Check this regularly for information on Regional Training Days

http://kssdeanery.org/school-clinical-leadership - KSS School of Clinical Leadership


http://www.rcog.org.uk/guidelines - RCOG Guidelines

http://www.rcog.org.uk/education-and-exams/curriculum - Information on the core curriculum

http://www.rcog.org.uk/book/flexible-training - less than full time training

http://www.nhsemployers.org/PayAndContracts/Pay%20circulars/Pages/PayCircularsMedicalandDental.aspx information on your payscale

http://www.nhsemployers.org/PAYANDCONTRACTS/MEDICALANDDENTALCONTRACTS/JUNIORDOCTORSANDDENTISTSGPREG/Pages/DoctorsInTraining-JuniorDoctorsTermsAndConditions150908.aspx - information on your working rights

Remember to create and take every opportunity that comes your way. You will regret it otherwise.
“A wise man will make more opportunities than he finds.”

~Francis Bacon, Essays, 1625

We wish you all the very best of success in the time that you continue to train with us in the region.

**Acknowledgements**

Updated by Dr Fiona Cowan and Dr Maryam Modarres (ST1 and ST2 Trainee Representatives). Original document produced by Dr Ciaran Crowe (ST3 Trainee Representative).