**Trainers’ Group Minutes – Thursday 21st May 2015**

**Present:** Julian Tomkinson, Manu Jeyam, Rachel Jesudas, Eve Haworth, Antoni Pomian, Zafar Chowdhury, Lisa Collins, Ian Hamer, Kamran Khan, Dharmesh Mistry, Shahid Munshi, Nick Pendleton (PCME, TPD and Chair)

**Apologies:** John Tabor, Richard Simpson, Steven Whittaker, Ali Majid, Julie McMillen, Adrian Haslam, Julian Page (PCME), George Ogden, Sumit Guhathakurta, Helen Wall, Angus Kirby, Sharif Uddin

**Programme Director’s Update**

**NP informed the group about issues relating to recruitment to the programme and the allocation process**. After round 1 of recruitment Bolton has 15 new ST1 Trainees who have accepted places. There were 18 places in total. Nationally there has been a fall in the numbers of applications to GP. The standards for acceptance have been kept at the same level. The North of England has faired worse than the South. Several Programmes have very low numbers of Trainees for example Blackpool has only recruited 4 trainees out of 18 and there is another North West programme that has only recruited 10 trainees for 30 available places. There has been another round of recruitment and these very underfilled programmes will be prioritised. It is unlikely that Bolton’s programme will be full this year.

Trainer numbers on the other hand have increased. There are 33 current Bolton Trainers. We have 5 candidates who have completed the Basic Trainers Course and subject to interview will be able to take on Trainees. 2 of these potential Trainers will be in newly accredited Training Practices. The long-term view is towards expansion of the Programme and hopefully at some point applications will increase and we will be well placed to accommodate this increase.

NP explained the allocation process for new Trainees. All Trainees were asked to rate the tracks available in order of preference and also Training Practices. Then Deanery rank in the recruitment process was used to sequentially allocate Trainees with their preferences starting with the top down. About 90% of Trainees got their 1st choice of track. The lowest preference track any Trainee was allocated to was their 3rd choice out of 9 options. Allocations to Practices was done in a similar way but to a maximum of 2 trainees per practice. The allocations will be emailed out to Trainers in the next few weeks. There are currently 3 practices who do not have any Trainee allocated. As there are 15 new ST1s and 33 available Trainers some of whom are new Trainers in new Practices the ST2 GP Plus post allocations will be adjusted to compensate for this. This means for example that a practice that usually has 2 ST2s every six months may get 3 ST2s over 12 months instead. NP will send out Trainees CVs and recruitment scores to Trainers in due course.

Ian Hamer told the group about **Broad-Based Trainees**. Information about this training programme can be found here <https://www.nwpgmd.nhs.uk/broad-based-training-bbt-programme#Overview> One of the Trainees on this programme has chosen to join GP Training and will join in ST2.

**Local/Mini Panels** – Trainers can request a local panel if they have unresolved concerns about their Trainee’s performance or engagement with training and the eportfolio. NP and Stuart Murray will visit the practice and interview the Trainer and Trainee and agree an action plan.

**The Mock CSA will take place on Wednesday 25th November** at Crompton Health Centre. Trainers will be compensated for their time and can include the experience gained in their personal Trainer CPD portfolio.

**Trainer Reaccreditation Panels** are ongoing. Trainers will be asked to submit evidence relating to their Training at least every 3 years. Trainers will be sent a document to complete and will need to collect Trainee feedback and submit a videoed tutorial. The Panel will consider the evidence and reach a decision on reaccreditation from 1 – 3 years. Practice visits will still occur but only where there are some concerns. Julian Tomkinson has sat on one of the panels and he explained the process to the group.

**CSA study groups**. The group discussed the value of these groups and the make-up of a suitable group. It was recognised that trainees form their own groups based on a number of factors including geography, who they are friends with and who they perceive to have a similar ability. However, it is proposed that CSA practice small group work on the Day Release Course should be in mixed ability groups if possible.

**IDEAS FOR FUTURE TRAINERS GROUPS**

There were lots of suggestions!

1. What to do with Trainees in the period after passing the CSA.
2. What do we each do with our Trainees and what do they do in our practices?
3. How do we prepare our Trainees for the CSA?
4. How do we deal with different levels of motivation and self-direction in Trainees.
5. Trainers Group Balint style discussion about a Trainee (JT).
6. Bring and discuss a video of an International Medical Graduate consulting.
7. CDBs – review of how to do one.

Other ideas welcome. Send to [nickpendleton@nhs.net](mailto:nickpendleton@nhs.net)

**The next Trainers group** is scheduled for Tuesday 1st September at 7pm at the Education Centre. You will also find the dates for the rest of 2015 on the website: <http://boltongptraining.org.uk/?page_id=50>

Minutes by NP