

North West Regional SuppoRTT Course

Specification

Contents

1.	Introduction	2
2.	Background.....	2
3.	Scope of Contract	2
4.	Service Levels and Key Performance Indicators (KPIs).....	3
5.	Contract Management and Review	4
6.	General Data Protection Regulations (GDPR) and Privacy Impact Assessments (PIA) .	4
7.	Contract Period	4

1. Introduction

Out of 50,000 doctors in England currently in Postgraduate Medical Training, approximately 10% take time out of training at any one time for personal and professional reasons, to gain additional qualifications or experience, or to take a career break:

<https://www.hee.nhs.uk/our-work/supporting-doctors-returning-training-after-time-out>).

Health Education England (HEE) Supported Return to Training (SuppoRTT) programme was developed to assist doctors returning to training, after a period of absence of more than 3 months, to get back 'up to speed' by providing access to a range of resources such as refresher courses and simulation training. With their appropriate educator / supervisor each trainee has the facility to develop their individualised training package using their local SuppoRTT processes and resources. Full details on North West (NW) SuppoRTT and its menu of resources can be found at: <https://www.nwpgmd.nhs.uk/supported-return-to-training>

2. Background

A HEE North West regional Supported Return to Training course was developed in 2018, with the aim of upskilling HEE North West (NW) trainees who were returning to training following a prolonged absence, and in so doing, ensuring patient safety when they returned to clinical practice.

The regional SuppoRTT course facilitates the transition of trainees back into the training environment by providing education in non-technical skills, including communication, situational awareness and decision making, training in resuscitation, and re-introduction to clinical scenarios and emergencies in a safe simulation setting, with appropriate debrief. As well as refreshing clinical skills, the course also covers well-being strategies, including stress recognition and improving resilience. The course helps facilitate a smooth transition back into the clinical training environment, which is essential to protect the numbers in the current and medical workforce in the NHS as well as individual trainees and the patients they care for.

The course was designed as a 2-day course, with day 1 being classroom based and day 2 being in a high-fidelity simulation centre. Feedback and evaluation of the first phase of the course demonstrated high levels of satisfaction and benefit to trainees. A further phase was developed, with slight amendments to trainee cohorts and content, based on feedback of trainees and faculty.

From national data, HEE (NW) would expect about 10% of its 7,000+ regional trainees to be away from training/the clinical workplace at any one time. To be able to offer access to the course to a significant proportion of these returning trainees, the number of courses delivered needs to be increased over the next 3 years.

3. Scope of Contract

The scope of contract is for an NHS Trust in the North West of England (Provider) to centrally manage, develop and co-ordinate the delivery of the classroom and simulation-based training courses through 3 hub sites (including itself as the primary site) across the North West and Mersey regions.

The primary site will be required to provide full programme administration and train the programme faculty in each of the hub sites.

The contract comprises of the following phases:

Phase 1:

Initial programme set up and delivery through the primary hub site (completed).

Phase 2: 1st April 2021- 31st March 2022

Roll out the delivery of course programme through 2 further hubs (3 in total).

Implement centralised administrative team and processes.

Train the programme faculty.

Programme evaluation.

Phase 3: 1st April 2022 – 31st March 2024

Continuous delivery of courses through each of the 3 hubs.

Programme evaluation.

As part of the contract the Provider will be required to:

- Provide an educational environment suitable for the learner, with back up facilities such as safe supplementary rooms for nursing mothers, secure fridges and provisions for trusted partner/friend if necessary.
- Provide consistent and regular course evaluation to monitor trainee feedback and actively promote areas of good practice across centres involved in the delivery of the Regional SuppoRTT programme
- Undertake Peer review of faculty on a yearly basis to ensure delivery of the programme is in keeping with the original ethos of SuppoRTT programme.
- Promote and share clinical/speciality scenarios to maintain consistency and to keep programme content relevant and up to date for trainees of all specialties.
- Ensure all participating clinical faculty have been trained in debrief techniques to enable them to deliver consistent and constructive feedback on trainee performance.
- Provide regular performance reports, including activity & finance reports to HEE (NW) to demonstrate value for money and trainee satisfaction in terms of the SuppoRTT programme.

4. Service Levels and Key Performance Indicators (KPIs)

KPI's for this contract include:

- Increased number of trainees able to access the course.
- Increased frequency of course delivery to ensure timely course is available prior to return to workplace.
- Facilitated attendance and a reduction in travelling time by offering a site as close to home as possible.
- A trained faculty and supported faculty development.

A target number of 2-day courses to 6 (+1 for 'F3' trainees). Trainees will be taught as a large group for day 1, with smaller, specialty specific groups for day 2 (therefore 5 days will be delivered to complete of each 2-day course for an individual trainee).

5. Contract Management and Review

The contract will be managed through bi-annual steering group meetings with representation from HEE (NW) and the course providers to review progress against the contract requirements and trainee feedback to ensure the courses remain relevant and up to date and continues to provide value for money.

During the final quarter of each contracted year the provider will be required to submit a programme evaluation report, including a financial summary, to HEE (NW) for review.

6. General Data Protection Regulations (GDPR) and Privacy Impact Assessments (PIA)

Trainees will need to apply for the course if they wish to attend. The only details that will be collected will be those required to allocate the trainees to an appropriate day 2 of the course, and to be able to contact the trainee with course details, i.e: name, e-mail address, training programme and year of training, date of return to training and Trust/site returning to.

Data will be stored by the Provider in a secure area (password protected).

As with all training, feedback will be collected following each event and collated anonymously.

7. Contract Period

From 1st April 2021 until 31st March 2024