

Clinical Education & Standards Sub Group Meeting

25th October 2017, Fulham Training Centre, Red Room.

10:00 – 12:00

Present:

John Hailstone (JH) - Education Performance Manager (Chair)
Gary Ralph (GR), Project Manager at Barking
Peter Hannell (PH) – North West Sector – (Brent, Friern Barnet, Camden)
Daniel Allford (DA) – East Central Sector
Paul Chiddington (PC) – West Sector
Marie Randall (MR) – South West area (R1, R3, S1, M2)
Jack Roberts (JR) – North East Sector
Tim Stephens (TS) – Central area (Deptford, Oval, Westminster)
Dave Wedlock (DW) – North West sector
Valentina Bishop (VB) – Administrator, minute taker

1 - Apologies:

Ian Bullamore (IB) Acting Governance Manager
Marcus Davis (MD) – Central Sector
Ian Lee (IL) Health & Safety
Rasak Salawe (RS) – South East Sector
Clive Tombs (CT) – South East area

2 Notes of last meeting

Page 2- Item 3 Group Membership Staff Side – Daniel Allford's location is East Central Sector.

Page 3 AOB Point 2 should read "JH thanked Paul Ray (PR)" (not PC)

Page 3 Action Point 6 (current meeting) – owner of action point should be PH and not PC.

2i) Matters Arising from Notes and Action Points

- 1. Action Point 1 & 3- Issues regarding Manual Handling** – are to be discussed at the Manual Handling Sub Committee Group. It is a new Group of H&S Corporate, of which Kerry Fowler (KF) is chair. PH reported that he had emailed Pat Grealish (PG) and it was felt that this issue was best dealt with in the Manual Handling Group. Manual Handling has been highlighted by the CQC as an issue and Health, Safety & Risk have a plan going forward.
- 2. Action Point 6** – PH reported that the Service is awaiting the result from talks between Chief Executives of Ambulance Trusts and Unions. It was agreed that transitional NQP Staff would become Band 6 on either the anniversary of their joining the Service or their Registration whichever is the latter. The meeting will come together again in November and hopefully it will get funding to pay transitional back pay. It has been costed at £1.3m for this financial year. There was discussion about the differing rules for Apprentice Paramedics (300 hours) for which the decision had not been made by Clinical Education & Standards Dept. (CESD). We are in this instance governed by National Agreement, but with local implementation some confusion has arisen.

3 Group Membership

1. **Terms of Reference** TS led discussion regards Terms of Reference. JH will forward them on to the new Chair of the Sub Group before he leaves.

ACTION 2: JH to forward Terms of Reference of Sub Group meeting onto GR

2. **PH Standing down from Sub Group** – PH reported that Mark Belkin (MB) will take over from PH when he stands down.

4) Clinical Education & Standards Department Update JH

1. **Core Skills Refresher (CSR) (GR)** the advert for CSR 2017.3 had now gone into the RIB and is starting Week commencing 27th November. **CSR 2017.2 ELearning** has been dependent upon the launch of MyESR. Some issues arose from testing and it is to be re-tested and then hopefully launched in the next two weeks. There are no capacity issues with E Learning. **The topics covered by CSR 2017.2** are Information Governance, Fire Safety, Safeguarding, Medicines Management, Dynamic Risk Assessment and Suicide Risk prevention. The Learner can dip in and out of the topics and the study can be done from home. PC queried as to whether the 8 hour timescale is sufficient and the meeting agreed that the topics are all do-able within this time. **Topics covered by CSR 2017.3** are Resus through the lifespan (newborn, Paediatric and adult), Tracheostomy and Laryngectomy, Pain Management and Information Update. Train the Trainer (TTT) for CSR 2017.3 has been planned at the start of November.
2. **TTT for Manual Handling** is planned in for December. This will be part of CSR 2018.1.
3. **Instructional Methods training** – there are 5 CESD staff on this training.
4. **TEAC numbers** – There are 22 courses this year of 2017/18 (with 150 Learners in the system at present).
5. **NQP (UK)** – there are 5 courses as at October (with 75 students' places.)
6. **NQP (Int)** – from January 2018 there are 9 International courses booked in.
7. **Australian recruitment** – There were 185 offers made in March '17. The recruitment figures from October are 166 offers made. The meeting discussed the implications of Brexit regarding recruitment from abroad and that it may not be sustainable in the long term. There was some discussion regards Australians applying for a 2 year visa initially and thereafter for renewals 1 year at a time.
8. **Recruitment uptake** – despite good uptake of new recruits, there was a general feeling expressed by staffside in the meeting that there are still not enough staff.
9. **Funding** – was raised and it was put to the meeting could we move funding from International to UKGrads to help them with fees and help them deal with debt issues?
10. **Academy – Cohort 1** – 10 people remain after 2 withdrew, 2 were deferred and 3 ramp failures; **update Cohort 2** – 13 people remain after 1 withdrew, 1 was deferred and 3 ramp failures; **Cohort 3** – 14 people remain after 2 deferral requests and 2 withdrawn.
11. **Academy recruitment** – In September there were 148 applicants. 55 have been invited to assessment and interview. From those 55, 40 places were given out, 20 in January and 20 in May.

ACTION 3: JH to contact Paul Bates (PB) to establish the sifting process used and the number of assessment places available for the Academy.

Any Other Business (AOB)

1. **PH** stated that it has been a pleasure to have spent 13 years on the Sub Group and gave his thanks to JH on his forthcoming retirement.
2. **Partnership working** – TS also expressed his thanks for the Partnership working.
3. **DA is leaving the service after 10 years** to go to East of England as a Band 6.

4. **TEAC PAD document submission reminder** – GR gave a reminder in IB’s absence that PAD Documents should be submitted in good time for 31st December 2017 when the service from Pearson for Ambulance Aid will be withdrawn.
5. **Remaining TEAC1s** - GR reported that the pool of TEAC1s remaining has now dwindled to 11 from 18. Those remaining will go onto a FutureQuals (FQ) Conversion Course to transition them to EAC Status. Peter Rhodes (PR) is leading on TEAC1 Conversion from Operations’ perspective.
6. **Concern about delay in getting FQ Portfolios marked** – PC reported on behalf of one of his members of concern that there had been a 4 month delay in getting the Portfolios marked.
7. **The meeting gave JH a vote of thanks for his service to this Group over the years.**

ACTION POINTS FROM PREVIOUS MEETING

	Action Point	Owner	Status
1	Request update from Tina Ivanov for a decision on the transition time for NQP’s.	PH	

ACTION POINTS FROM MEETING

	Action Point	Owner	Status
2	Forward Terms of Reference of Sub Group meeting onto GR	JH	
3	Contact (PB) to establish the sifting process used and the number of assessment places available for Academy.	JH	

The meeting ended at 11:54.

Date of Next Meeting: Wednesday 31st January 2018, 10:00hrs at Fulham.