

UK Medical Schools Annual Return 2007/08: QABME

The QABME Annual Return Process

Every year, each medical school must provide a return to the GMC that:

- a. Identifies significant changes to curricula, assessments or staffing.
- b. Highlights risks or issues of concern, proposed solutions and corrective actions taken.
- c. Identifies examples of innovation and good practice.
- d. Responds to issues of interest and debate in medical education, including promoting equality and valuing diversity.
- e. Identifies progress on any requirements or recommendations arising from the QABME visit process.

The GMC writes to each medical school towards the end of the calendar year to request the specific information required that year. School returns allow the GMC Education Committee to identify:

- a. Issues to explore with all medical schools.
- b. Examples of good practice that can be shared.
- c. Issues to be investigated with individual medical schools.

If we need to explore an issue, for example the introduction of a new curriculum or significant changes to the curriculum or facilities, the school may be requested to submit detailed information for analysis or may be selected for the QABME visit process.

Name of medical school:	Barts and The London School of Medicine and Dentistry, Queen Mary, University of London <i>[please note new formulation of name]</i>
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QABME Annual Return Table Templates

Tables 1 to 5 below are part of the GMC's QABME Annual Return Process. They track:

- The steps the schools are taking to address specific requirements and/or recommendations arising out of their QABME review.
- The changes in provision of undergraduate degrees, including risks and innovations resulting from the school's own quality management systems.

What you need to do

Complete Tables 1 to 5 with brief notes. Instructions on what you need to include in each column of the tables are given below.

Tomorrow's doctors area	Requirement/ Recommendation/ Change/ Innovation/ Risk or challenge	Action	Contact	Supporting documents list	Timeline
<p>Identify the most relevant area of Tomorrow's Doctors.</p> <p>This has been pre-populated for each table with general areas. Please amend, delete or duplicate the rows as appropriate.</p>	<p>Identify the areas under each category in the individual tables for:</p> <ul style="list-style-type: none"> ▪ Requirements ▪ Recommendations ▪ Changes ▪ Innovations ▪ Risks or challenges 	<p>List the key actions and steps the school plan to take in order to address each:</p> <ul style="list-style-type: none"> ▪ Requirement ▪ Recommendation ▪ Change ▪ Innovation ▪ Risk or challenge 	<p>State the working group/committee/ person that will be taking the lead on the action identified.</p> <p>Include details of the:</p> <ul style="list-style-type: none"> ▪ Contact name ▪ Email address ▪ Telephone number 	<p>List the document names of any committee decisions, management plans or other documents that evidence the actions.</p> <p>Please do not attach these documents.</p>	<p>State the timeline for each action stipulated.</p> <p>Include an estimate for the final deadline of when the school expects to be able to fully meet any requirements listed.</p>

A fictional example response is provided in Table 1.

Please note that your responses may be published on the GMC's education website pages.

Please send your completed responses on this template by **Monday 17 December 2007** by email to QABME@gmc-uk.org.

Table 4 – Innovations

Please identify any innovations the school is piloting or planning to introduce.

If you do not have any innovations currently being piloted or planned, please check this box

Tomorrow's Doctors area	Innovations	Action	Contact	Supporting documents list	Timeline
Curricular outcomes	Consideration of 'integrated health + wellbeing' as component of 'patient choice' in Professionalism strand.	Discussions with Prince of Wales Foundation for Integrated Health.	Prof. Chris Fowler c.g.fowler@qmul.ac.uk	Draft document for 'Integrated Health and Wellbeing' strand.	Possible content in Curriculum '08 to be negotiated during 2007/08.
Curricular outcomes	Pilot 'Arts in Medicine' strand.	Pilot in second year, following collaboration with The Clod Ensemble – evaluation of its delivery as SSC is underway.	Prof. Chris Fowler (as above)	THES Award for Innovation, December 2007	Complete evaluation by August 2008
Curricular content and structure	Development of electronic curriculum map	Define framework of map and populate with agreed learning outcomes	Prof. Bruce Kidd (as above)	Notes of Curriculum Planning Group,	Ready by January 2008
Delivering the curriculum	Pilot structured e-learning, supported by IVIMEDS Project	School has joined IVIMEDS Project; associated e-learning materials to be used creatively in MBBS curriculum.	Dr Patricia Revest p.a.revest@qmul.ac.uk	Minutes of Deans' Team	Implementation ongoing in 2007/08.
Delivering the curriculum	Inform students in a timely manner of timetable changes and assessment deadlines.	Pilot text messaging system.	Ms Deborah James d.a.james@qmul.ac.uk	Minutes of Senior Staff-Student Committee, Nov07	Implementation in early 2008; evaluation by July 2008.

Tomorrow's Doctors area	Innovations	Action	Contact	Supporting documents list	Timeline
Assessing student performance and competence	e-Portfolio, appraisal and mentoring for every student, linked to new arrangements for student review.	Pilot e-portfolio and mentoring arrangements. Review staffing resources needed.	Ms Vivien Cook v.cook@qmul.ac.uk	Minutes of Deans' Team	Pilot evaluated July 08; likewise arrangements for roll-out to all years in Sept 2008.
Assessing student performance/ competence	Pilot 'progress testing', as part of consortium led by National Board of Medical Examiners (USA)	Define procedures, modify draft questions, review resources needed.	Dr John Patterson <i>(as above)</i>	Minutes of Deans' Team	Procedures in place by July 2008, for pilot starting Sept 2008.
Student health and conduct	EPP policy issued and implemented	Revision in view of feedback from staff. Testing for BBVs to be offered to all students.	Prof CG Fowler	EPP Policy document	Implementation of revised policy in 2008-09