
UK Medical Schools Annual Return 2009/10: QABME

KCL

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.

In April 2009 we signalled that we would be requesting an enhanced annual return. It has been expanded to include a request for self-assessment of progress on the implementation of *Tomorrow's Doctors* 2009. This is to ensure a continuing oversight of undergraduate medical education and to begin benchmarking all schools against the revised standards. The full enhanced annual return from Schools will not be published, however we intend to publish a summary report or reports of key issues and challenges and to share practice that might be of use to other schools.

The data returns for Section A on action on requirements and recommendations from previous QABME reports are published on the GMC website.

Basic Information

Name of Medical School:	King's College London School of Medicine	
Name of Dean/Head of School	Professor Anne Greenough, Head of School Professor John Rees, Dean of Undergraduate education	Contact tel: 020 3299 3037 Contact email: anne.greenough@kcl.ac.uk Contact tel: 020 7188 3739 Contact email: john.rees@kcl.ac.uk
Name of QABME contact	Ms Hannah Sewell, Academic Centre Manager (Undergraduate)	Contact tel: 020 7848 6369 Contact email: hannah.sewell@kcl.ac.uk

Section A - Response to previous QABME requirements and recommendations

For all schools except those reviewed in 2008/09

Since submission of the School's previous Annual Return at http://www.gmc-uk.org/education/undergraduate/undergraduate_ga/medical_school_reports.asp, please answer the following questions:

1. For any requirements, state those that have been fully completed or not been fully implemented providing an explanation indicating how they have been addressed.

If the School did not have any requirements in its last report or the requirements were fully met and reported in a previous annual return please check the box

Tomorrow's doctors 2003 area	Requirement	Action taken – If none, explain why	Contact	Supporting documents list	Timeline
	Requirement 1: Review the supervisory structures and quality management processes of the curricula, and establish systems to monitor and act on the changes recommended in this report.	Clarification of financial responsibilities of School and Trusts with greater transparency of SIFT funding. Review of support required for Trust/DGH/Community delivery of quality teaching.	Head of School – Professor Anne Greenough anne.greenough@kcl.ac.uk 020 3299 3037	Minutes from meetings between Trusts and School. Notes from site visits.	2009/10
	ii. Improve the consistency of student experience, especially during clinical attachments	Review curriculum management structures.	Curriculum Working Group reporting to Medical Education Committee Head of Phase 5 – Dr Richard Phillips richard.phillips@kcl.ac.uk 020 7188 3703	Working group minutes	2009/10

	Requirement 1 (cont.): As part of [the review], the School must put in place a quality improvement strategy which will: i. Ensure effective monitoring of student evaluation across all phases in order to identify and respond to issues and monitor trends	Review administrative staff structure and responsibilities. Provide more timely feedback on student evaluations to clinical teachers.	Academic Centre Academic Centre Manager (UG) – Ms Hannah Sewell hannah.sewell@kcl.ac.uk 020 7848 6369	Medical Education Committee minutes	2009/10
	Requirement 1 (cont.):As part of [the review], the School must put in place a quality improvement strategy which will: ii. Improve the consistency of student experience, especially during clinical attachments	Re-emphasise course objectives for all teaching staff, work towards standardised timetables for clinical sites and review clinical teaching leads' job descriptions.	Head of Phase 3 – Dr Teifion Davies teifion.davies@kcl.ac.uk 020 3299 0927 Head of Phase 4 – Dr Simon Hannam simon.hannam@kcl.ac.uk 020 3299 4000 ext 4644		2009/10
		Ensure appropriate physical resources are available at all teaching and clinical sites	Sub-Deans' Committee Head of Phase 5 – Dr Richard Phillips richard.phillips@kcl.ac.uk 020 7188 3703	Sub-Deans' Committee minutes. Medical Education Committee minutes.	2009/10
		Improve detail and monitoring of course delivery and student experience, including the introduction of staff-student liaison committees at each clinical teaching site.	Quality Group Head of Quality – Dr Helen Graham helen.graham@kcl.ac.uk 020 7188 6098	Quality Group minutes. Staff-Student Liaison Committee notes / responses.	2009/10

	Requirement 2: Revise the overall assessment strategy in order to: i. Improve the consistency of assessment of student selected components	New assessment strategy produced	Head of Examinations board Dr Graham Clayden graham.clayden@kcl.ac.uk 020 7188 6098	School Examination Board minutes	2009/10
		Publish SSC handbook for all staff and students. Re-issue SSC marking scheme with full grade descriptors.	SSC Committee Head of SSCs – Dr Anthea Tilzey anthea.tilzey@kcl.ac.uk 020 7848 6448	SSC Committee minutes. SSC Handbook. SSC Marking Scheme.	2009/10
	Requirement 2 (cont.): Revise the overall assessment strategy in order to: ii. Improve the feedback provided to students on their development to ensure they can identify their individual strengths and weaknesses.	Reinforce the audit of in-course assessment and logbook verification. Introduce online feedback for SSCs for all years, following successful Phase 3 pilot. Redesign OSCE feedback into domains, rather than stations.	School Examination Board Chair of School Examination Board & Head of Assessment – Dr Graham Clayden graham.clayden@kcl.ac.uk 020 7188 6098	School Examination Board minutes. SSC Committee minutes.	2009/10
	Requirement 2 (cont.): Revise the overall assessment strategy in order to: iii. Improve the reliability of the Incremental Clinical Examination in Phase 3	Increase the number of stations in the Incremental Clinical Examinations (ICEs).and change pass/fail decisions to overall mark and minimum number of failed stations	Phase 3 Part Board Chair, Phase 3 Part Board – Dr Eithne MacMahon eithne.macmahon@kcl.ac.uk 020 7188 7188	Phase 3 Part Board minutes. School Examination Board minutes.	2009/10

	Requirement 2 (cont.): Revise the overall assessment strategy in order to: iv. Ensure consistent marking, and reconsider the purpose and complexity of in-course assessments	Simplify the end of rotation marking scheme. Introduce a single examination period at the end of Phase 4, mirroring the other phases. Reduce the number of SSCs taken in Phases 4 and 5, bringing them into line with the other phases.	School Examination Board Chair of School Examination Board & Head of Assessment – Dr Graham Clayden graham.clayden@kcl.ac.uk 020 7188 6098	School Examination Board minutes. Phase 4 & 5 Part Boards minutes. SSC Committee minutes.	2010/11
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2. For any recommendations, state those that have been fully completed or not been fully implemented providing an explanation and indicating how they have been addressed.

If the School did not have any recommendations in its last report please check the box

Tomorrow's doctors 2003 area	Recommendation	Action taken – If none, explain why	Contact	Supporting documents list	Timeline
	Recommendation 1: With regard to the quality improvement strategy the school should: a. Ensure all staff, in particular those leading in different phases, understand the course in its entirety and how each phase is related to the others	Summarise the MBBS curriculum for dissemination to all staff and students. Strengthen site-based clinical teacher training.	Medical Education Committee Dean of Undergraduate Education – Professor John Rees john.rees@kcl.ac.uk 020 7188 3739	Curriculum summary. Student handbooks. Virtual Campus.	2009/10

	<p>Recommendation 1 (cont): With regard to the quality improvement strategy the school should:</p> <p>b. Review and improve the provision of administrative support for the courses</p>	<p>Review line management arrangements of SSC Office.</p>	<p>Academic Centre Manager (UG) – Ms Hannah Sewell hannah.sewell@kcl.ac.uk 020 7848 6369</p>	<p>Academic Centre staff structure.</p>	<p>2009/10</p>
	<p>Recommendation 1 (cont): With regard to the quality improvement strategy the school should:</p> <p>c. Consider the remit of the existing staff-student liaison committees in Phases 1 and 2, ensure that there are effective mechanisms in Phases 3 to 5 to allow appropriate evaluation, and ensure that students are advised of any resulting changes to the content and delivery of the curriculum in response to their evaluation</p>	<p>Improve the arrangements for students to provide feedback through staff-student liaison committees and ensure students are informed of outcomes.</p> <p>Improve standardisation of year/phase questionnaires and timing of evaluations by year and rotation.</p>	<p>Quality Group</p> <p>Head of Quality – Dr Helen Graham helen.graham@kcl.ac.uk 020 7188 6098</p>	<p>Quality Group minutes. Staff-Student Liaison Committee minutes.</p>	<p>2009-11</p>
	<p>Recommendation 1 (cont): With regard to the quality improvement strategy the school should:</p> <p>d. Ensure all clinicians involved in delivering the curriculum and providing support understand what is expected of them and the</p>	<p>Clarify learning objectives for clinical curriculum elements.</p> <p>Identify and share good teaching practice within Phase 3 and 4.</p>	<p>Head of Phase 3 – Dr Teifion Davies teifion.davies@kcl.ac.uk 020 3299 0927</p> <p>Head of Phase 4 – Dr Simon Hannam simon.hannam@kcl.ac.uk 020 3299 4000 ext 4644</p>	<p>Phase 3 and 4 Curriculum Meeting minutes.</p>	<p>2009-11</p>

		<p>Improve teacher support and encourage teacher training at clinical sites.</p> <p>Revise and extend the student learning contract.</p>	<p>Sub-Deans with NHS Trust Medical and Education Directors.</p> <p>Dean of Undergraduate Education – Professor John Rees john.rees@kcl.ac.uk 020 7188 3739</p>	<p>Sub-Deans' Committee minutes. Medical Education Committee minutes.</p>	2009-11
	<p>Recommendation 2: The School should improve the introduction into Phase 3, particularly for students joining from other institutions and those returning after a BSc year</p>	<p>Enhance preparation and induction for those new to King's.</p> <p>Ease the transition of students from Phase 2 to Phase 3.</p>	<p>Head of Phase 3 – Dr Teifion Davies teifion.davies@kcl.ac.uk 020 3299 0927</p>	<p>Medical Education Committee minutes. Phases 2 and 3 Education/Curriculum Committee minutes.</p>	2009/10

3. Please identify any planned changes or improvements as part of the School's continuous improvement and quality management regarding any aspect of the School's undergraduate degree/s **that are not** part of the School's response to *Tomorrow's Doctors 2009*.

All planned changes are currently encapsulated in the response to the 2008 QABME review or the actions planned to achieve compliance with *Tomorrow's Doctors 2009*.