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# UK Medical Schools Annual Return 2009/10: QABME

## Liverpool

### 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 The full enhanced annual return from Schools will not be published, however we intend to publish a summary report or reports of key issues and challenges and to share practice that might be of use to other schools.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

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|------------------------------------|---|--|
| <b>Name of Medical School:</b>     | Liverpool Medical School  |  |
| <b>Name of Dean/Head of School</b> | Professor John Caldwell, Pro-Vice-Chancellor and Dean of Medicine<br><br>Professor David Graham, Dean of the Medical School | Contact tel: 0151 706 4261/ 0151 794 2220<br>Contact email:<br><a href="mailto:deanmed@liverpool.ac.uk">deanmed@liverpool.ac.uk</a> or<br><a href="mailto:jcc@liverpool.ac.uk">jcc@liverpool.ac.uk</a><br><br>Contact tel: 0151 706 4263<br>Contact email:<br><a href="mailto:david.graham@liverpool.ac.uk">david.graham@liverpool.ac.uk</a> |
| <b>Name of QABME contact</b>       | Ms Wendy Skirrow, Senior Assistant Registrar  | Contact tel:<br>0151 794 8702<br><br>Contact email:<br><a href="mailto:skirroww@liverpool.ac.uk">skirroww@liverpool.ac.uk</a>  |

## 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](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 |
|------------------------------|-------------|-------------------------------------|---------|---------------------------|----------|
|                              |             |                                     |         |                           |          |

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  |
|------------------------------|---|---|--|--|---|
| Curricular Outcomes          | 57. Visitors would like to commend the importance of the availability to staff and students of a curriculum map for all major themes. | Following extensive consultation with local NHS colleagues, we are in the process of populating a database which will help us move from a static map to the University interactive map. | <a href="#">Dr Paul Dimmock</a><br>Faculty of Health and Life Sciences | <a href="#">Schematic Curriculum Map</a> | Static map to be substantially complete by end of January 2010. The University is implementing a centralised curriculum map from May 2010 |

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| <p>Delivering the curriculum</p> | <p>58. The Visitors noted the dependence of the curriculum on a very small number of senior staff, and suggest the importance of identifying more staff to take on organisational roles to aid with good succession planning.</p> | <p>The School has appointed a senior clinician to the post of Dean of the Medical School and appointed a Director of Medical Studies, in addition to two deputies. We have reformed the Senior Management Team and have also appointed a clinician as Director of Clinical Studies. We are actively considering succession planning, and this has been highlighted in our recent curriculum review. We have engaged several more members of clinical staff. Years 2,3 and 4 now each have two directors.</p> | <p><a href="#">Professor David Graham</a><br/>Head of the Medical School</p> | <p><a href="#">Creating Tomorrow's Doctors</a></p> <p>Staff involved in delivery</p> <p>Management Flow chart.</p> | <p>Ongoing, management structure to be reviewed by March 2010</p> |
|----------------------------------|---|--|--|--|---|

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| Assessing student performance and competence | 55c. On review the Visitors felt that the structure and delivery of RITA was still inconsistent in parts and have suggested that RITAs should be reviewed centrally towards the end of year 5. | The RITA process has been revised, and is now termed Professional Education and Training Appraisal (PETA). It matches the process that our students will experience as Doctors in training. We continue to support staff through training, and have emphasised the role of the review process half way through the year. PETA files are all reviewed towards the end of the year. | <a href="#">Professor Richard Griffiths</a><br>School of Clinical Sciences | <a href="#">Year 5 supervisor guide</a> | Completed |
|--|--|---|--|---|-----------|

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*.

| Tomorrow's doctors 2003 area | Changes   | Action  | Contact   | Supporting documents list  | Timeline  |
|------------------------------|-----------|---|---|--|-----------|
| 61                           | Portfolio | We have now made it compulsory for students to start collating a portfolio from year 1 of the programme, and review it twice a year | <a href="#">Dr Mary Jane Platt</a><br>Deputy Director | Programme specifications<br><a href="#">A100</a><br><a href="#">A101</a><br><a href="#">A105</a><br><a href="#">Generic Handbook</a> | Completed |

| Tomorrow's doctors<br>2003 area | Changes                       | Action  | Contact  | Supporting<br>documents list   | Timeline  |
|---------------------------------|-------------------------------|---|--|--|---|
| 6,9,29,64,66                    | Assessment of ethics          | We have discontinued a summative examination paper in ethics in year 3 and substituted a reflective document, which the students complete earlier in the year. This was to relieve the assessment burden towards the end of year 3. | <a href="#">Dr David Taylor</a><br>Deputy Director | Programme specifications<br><a href="#">A100</a><br><a href="#">A101</a><br><a href="#">A105</a>                                     | Completed   |
| 63                              | Criteria for awarding honours | We have altered the criteria whereby honours and commendations are awarded, to better reflect overall performance on the programme  | <a href="#">Dr David Taylor</a><br>Deputy Director | Programme specifications<br><a href="#">A100</a><br><a href="#">A101</a><br><a href="#">A105</a><br><a href="#">Generic Handbook</a> | Introduced, the first students under the new system will graduate in 2014 |