

Action Plan for Brighton and Sussex Medical School

Requirements

Report Ref	Due Date	Description	Action taken by medical school to date	Further action planned by the medical school	Timeline for action (month/year)	School lead
BSMS1	Next scheduled report to the GMC	The school must calibrate and clarify further the thresholds in student fitness to practise.	<p>Any student who finds themselves the subject of a fitness to practise investigation is sent a set of guidance notes about what to expect; this guidance is based upon that developed by the University of Manchester which is regarded as an example of good practice and published as part of the GMC/MSc's FTP toolkit.</p> <p>A focused session of curriculum and student support team staff was held in early September 2015 to review FtP/PPPC guidance and thresholds.</p>	BSMS intends to augment existing guidance with examples to better illustrate the thresholds in student fitness to practise matters along with a flow chart of student professionalism and FtP processes.	Draft document to be submitted to January 2016 meeting of the BSMS Academic Board.	Medical School Secretary

Recommendations

Report Ref	Due Date	Description	Action taken by medical school to date	Further action planned by the medical school	Timeline for action (month/year)	School lead
BSMS1	Next scheduled report to the GMC	The school should formalise relationships with HEKSS and local education providers. This will clarify the allocation of educational tariff funding.	<p>Senior colleagues at BSMS and its parent universities have membership on HEKSS postgraduate education committees (GF), the HEKSS Governing Body (VC UoB) and Boards of Trusts (GF, MR).</p> <p>The BSMS quality assurance team have developed a comprehensive process for assessing the quality of student placements. This will be initiated from the beginning of academic year 2015/16 and will be consistent across the 3 phases of the course and across primary/secondary care placements. The reports will be reviewed by the module and phase leaders and will be formally reviewed at the Module Review Board and the BSMS annual quality assurance event.</p>	<p>BSMS will work with the new leadership team at HEKSS to consider what further opportunities exist to further strengthen our formal structures to improve engagement.</p> <p>Requirements highlighted by the Quality assurance placement visits will be considered alongside the relevant SIFT spend to ensure that there is appropriate use and application of resources.</p>	Placement visit reports to be reviewed at QAEE in November 2016. Feed to SIFT funding for 2016/17.	Dean, Head of Division of Medical Education and Director of UG Teaching and Learning.
BSMS2	Next scheduled report to the GMC	The school should involve patients and the public in the selection process.	<p>A public event focused on selecting for excellence is planned for November 2015.</p> <p>I</p>	In addition, BSMS plans to develop a patient educator group in 2015/16 coordinating existing activity with involvement in curriculum development and delivery	November 2015-July 2016	Director of UG Teaching and Learning.

Good practice

Report Ref	Due Date	Description	Details of dissemination (across LEPs within the LETB or outside the School)	Any further developments planned to enhance the area of good practice	Timeline for action (month/year)	School lead
BSMS1	Next scheduled report to the GMC	The involvement of students in the dementia initiative is a good learning tool for dealing with chronic diseases and engaging with the third sector.	<p>Present baseline data and data on first cohort activity to HE-KSS and HEE. – by June 2016</p> <p>Completion and submission of first evaluative paper. – by Dec 2015</p> <p>Presentation of scheme and findings and national and international conferences – by August 2016</p>	<p>First phase of mixed methods evaluation to be completed – by Apr 2016</p> <p>Interdisciplinary conference bringing together all nursing and medical students with people with dementia and carers to share experiences – by Mar 2016</p>	Please see dates for each deliverable	<p>Director of UG Teaching and Learning.</p> <p>TfD project Lead.</p>
BSMS2	Next scheduled report to the GMC	The "BrightMed" programme is a very positive aspect which engages the school with the local education continuum.	<p>Details of BrightMed have been disseminated via:</p> <p>Fair Access to the Professions Progress report, 2012.</p> <p>MSC Outreach Guidance</p>	<p>Development of BrightMed taster days for delivery in Sussex secondary schools not currently engaged with BSMS and BrightMed.</p> <p>Development of BrightMed road shows to target areas with no immediate access to medical schools outreach.</p> <p>Delivery of MSAS Get in to Medicine Conference in 2016 with 50% of places available to WP students who do not have access to medical school outreach activity.</p> <p>Design of online activity to offer IAG</p>	Ongoing 2015/16	Head of Admissions