

Action Plan for Sheffield 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
SMS1	Next scheduled report to the GMC	The quality management strategy in place at the medical school must be reviewed to ensure that the quality management processes, associated structure and reporting mechanisms are clearly outlined.	The current QA mechanisms were outlined in the Quality Document and development of the Policy has commenced. This aims to articulate and clarify the co-ordinated management of quality information, including the flow of that information (gathering and receiving data) through to the implementation of responsive action plans.	Ways to enhance the QA interactions with LEPS include a specific QA and Educational planning quarterly meeting with STHT (in addition to the annual Training Tariff review meeting), and regular, formalised QA focussed meetings with the LETB and regional medical schools. Establish a new post of Director of Quality. The data and actions from all current and new information flow meeting to be collated into one end of cycle report, collated by the Director of Quality and the Academic Leads, and reviewed at	Aug-Sept / 2015	Dr Denise Bee

				the key. Curriculum Management Committee.		
SMS2	Next scheduled report to the GMC	The school must formalise relationships with local education providers and the Local Education and Training Board in the sharing of information relating to patient safety concerns, and quality management of the training environment.	<p>The ProVC Professor Tony Weetman has been commissioned by the LETB to meet with the three Yorkshire schools to explore the formalisation of relationships.</p> <p>Patient Safety concerns from the Medical School are currently passed to the Foundation School re the quality of placements with regards patient safety.</p>	<p>Patient Safety The route of concerns from Foundation School or Trusts to the Medical School is being explored by the ProVC as currently we have no mechanism to request this kind of feedback.</p> <p>Sheffield is organising a South Yorkshire meeting, including the University, LETB and Hospital Chief Executives, to discuss effective utilisation of clinical placements, preparedness for practice and retention of our graduates in the region.</p>	<p>March 2015 for the report from Professor Weetman.</p> <p>June 2015</p>	Professor Deborah Murdoch Eaton

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
SMS1	Next scheduled report to the GMC	The school should consider using equality and diversity data to inform all aspects of the programme.	<p>Placement allocation Consideration of clinical placements allocation takes into account meeting individual student needs. Students in difficulty are placed with appropriate support mechanisms, and relevant information passed to the LEPs, after discussion with students.</p> <p>Admission to Medical School The School's 'Sheffield Outreach and Access to Medicine Scheme (SOAMS)' Affords opportunity to students from a disadvantaged background. A number of places are ring-fenced for successful candidates from this scheme. In addition, there are ring-fenced places for overseas students. Our admissions process is intended NOT to discriminate on any grounds thus we review E&Q data annually to ensure this and are ready to adjust our processes if necessary. All staff, students and patients (our new addition to the process) involved in selection undergo regular E&Q training every 1-3 years dependent on role. To date not changes have been indicated.</p>	There are difficulties in the transmission of individualised data from the University to the Medical School. The Education Manager will discuss the data access with the centre and determine a way forward. This data can then be used across the course.	September 2015	Mrs Catherine Davison

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SMS2	Next scheduled report to the GMC	In response to student feedback, the school should consider reviewing the teaching of pharmacology and prescribing and how it is communicated to students.	An academic review is underway to evaluate and strengthen the pharmacology and prescribing thread throughout the MBChB. Outcomes from Tomorrow's Doctors and the Prescribing Safety Assessment Curriculum have been mapped with subject-specific learning outcomes for the MBChB. Areas for enhancement of the teaching and learning of prescribing have been identified.	An enhanced prescribing strand will be in place for the 2015-16 academic year. the enhanced prescribing strand will incorporate blended learning approaches (online materials, small group tutorials, problem-based learning, formative assessments and opportunities for practical experience under supervision delivered during clinical placements.	January -April 2016	Dr Michelle Marshall

