

## Action Plan for Oxford 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
OXD 1	Next scheduled report to the GMC	The School must clarify curriculum documentation for the first year of the graduate entry programme so that learning outcomes are clearly and consistently presented and can be mapped to assessments.	A review of the first-year syllabus was begun in November 2014, informed by the comments made by Professor McGowan at the summing-up meeting; it has involved an assessment of the existing text for consistency of standards, and the design of specific learning objectives.	The review of the whole first-year syllabus is likely to continue through this academic year. We will publish the new text for next year's first-year intake, and review it with the new students during the next academic year.	Publication of new text: October 2015. Review of new text: May 2016.	Paul Dennis

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OUH 4	Next scheduled report to the GMC	Clinical and educational supervisors in all departments, including undergraduate clinical teachers, must have an adequate allocation of time in their job plans for training.	The Oxford Medical School fully supports this requirement. We understand that a response to the requirement is being developed by the Oxford University Hospitals NHS Trust, and we have had the opportunity to comment on this response	We will work closely with the OUH Trust to progress this requirement	07/2015	Tim Lancaster
BHT 5	Next scheduled report to the GMC	Clinical and educational supervisors in all departments, including undergraduate clinical teachers, must have an adequate allocation of time in their job plans for training.	The Oxford Medical School fully supports this requirement. We understand that a response to the requirement is being developed by the Buckinghamshire HealthCare NHS Trust.	We will work closely with the Bucks Trust to progress this requirement	12/2015	Tim Lancaster

## 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
OXD 1	Next scheduled report to the GMC	There are historical issues with the allocation of research projects. The School should continue to improve the process for allocating projects in Year 3, so that students apply for the full range of projects	This has arisen in part by trying to have a fair and accessible system for allocating projects but also allowing individuals to seek arrange their own project outside the main system. This year we worked hard to increase the number of projects offered in the allocation system and this seems to have alleviated most of the	We will monitor the allocation process to completion for this year. At the end of term feedback session we will focus on the details of the process and try to see if further improvements can be made. We will also collect detailed feedback from the current	12/2015	Jeremy Taylor

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		that would suit their interests.	problems. We have also improved the briefing that students receive on the way the project allocation system works and the rule of fair play. This has included more information on what to expect from lab heads in terms of producing CVs, being interviewed etc.	third year students to ensure that the remedial measures we have put in place (or any additional measures in response to second year feedback) have addressed the problems that they raised. The FHS committee will receive all of the information relating to the improved process this year and feedback and assess whether any further action is required		
OXD 2	Next scheduled report to the GMC	The School should provide formalised, ongoing support for teachers involved in Years 1-3 of the course.	This has received initial discussion by the Pre-clinical Medicine Steering Committee and the Divisional Undergraduate Studies Committee which has generated some initial ideas	We will explore with the Oxford Learning Institute and with Professor Stephen Goss Pro Vice chancellor for personnel ideas about suitable continuing professional development for all academic staff.	12/2015	Jeremy Taylor

### 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
OXD 1	Next scheduled report to the GMC	The School has developed a group of lay clinical teaching associates to teach clinical skills and the patient's perspective.	The school provides advice and support to other schools and LEPs interested in setting up similar projects.	We plan to continue to develop initiatives in patient and public involvement	N/A	Jane Moore

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		This is supported by a thoughtful approach to patient involvement and engagement with best practice nationally.				
OXD 2	Next scheduled report to the GMC	Opportunities provided through the ambulance first responder scheme, which provides good experience for some students and contributes to the local health service.	The scheme has received extensive publicity through being highlighted in local media and online dissemination	Plans are under consideration to offer the opportunity to students earlier in the Oxford course	N/A	Tim Lancaster
OXD 3	Next scheduled report to the GMC	Peer-teaching by Year 6 students which supports students to make the transition to Year 4 and aids the development of clinical skills.	This is a well-established initiative which has been working well for over a decade. We do not have any plans for further dissemination or development at this stage		N/A	Tim Lancaster