

Medical School Annual Return - Section B  
GMC quality assurance items

This sheet is pre-populated with open GMC visit requirements and recommendations. Please provide updates on all items. Supporting documents and action plans may be required to evidence progress.

Item number	GMC item	Promoting excellence theme	Description of item	Date item was identified (DD/MM/YY)	How was the item identified?	Previous updates with additional information requested by the GMC	What actions have been taken to resolve the concern over the past 12 months?	What further actions have been planned to resolve the concern?	Deadline for resolution (DD/MM/YY)	Status	Person responsible	Supporting documents (if required)
PLY2017/03	GMC visit - Requirement	Theme 2 Educational governance and leadership	We remain concerned there is still scope for improvement in how undergraduate education is considered by the trust's board at Plymouth Hospitals NHS Trust. We require the school to communicate with the trust that undergraduate education must be consistently represented at board level through being a standing item on the agenda.	30/11/2017	GMC visit 29/30 November 2017	We have met with Plymouth Hospitals NHS Trust (PHNT) to discuss the requirement to include undergraduate education as a standing item on their board agenda, and there has been an agreement that this will now be discussed on a consistent basis by the Trust board.	Quarterly reporting of postgraduate and undergraduate medical education is in place, and the Medical school regularly tables a report at the Trust Board. The Dean is a non-executive director of the University Hospitals Plymouth NHS Trust Board. The Trust Learning and Development Framework identifies the collaborative and innovative working links with local partners including the university and medical school. The strategy includes the commitment to provide a high quality learning environment and experience for all learners, including students. The Trust R&D 5 year strategy includes a commitment to engage with students at an early stage.	No further action.		Resolved	Dean	<a href="https://www.plymouthhospitals.nhs.uk/trust-board-meetings-and-papers">https://www.plymouthhospitals.nhs.uk/trust-board-meetings-and-papers</a> eg April, July, Oct 2018
PLY2017/04	GMC visit - Requirement	Theme 2 Educational governance and leadership	We require that the school ensures that patient safety should be a standing item on the agenda of the liaison board with key LEPs.	30/11/2017	GMC visit 29/30 November 2017	Patient safety has been added as a standing item on the agenda of the existing PHNT/Peninsula Medical School joint board, and will be included on the joint boards with our new providers in due course.	This is now a standing item on all liaison board agendas.	No further action.	n/a	Resolved	Clinical Liaison Manager	
PLY2017/06	GMC visit - Requirement	Theme 5 Developing and implementing curricula and assessments	We recommend that the school makes out of hours experience in secondary care mandatory in year five.	30/11/2017	GMC visit 29/30 November 2017	Existing students undertake a variety of placements that provide opportunities to gain out of hours experience. However, the School agrees that it would be beneficial to ensure that all final year students undertake mandatory out of hours secondary care placements, and are putting the appropriate arrangements in place. PHNT has agreed that final year students will have out of hours on call experience in the trust, and the School and Trust will work collaboratively to ensure students have adequate supervision during the experience.	The school has implemented the GMC requirement. In Year 5 students must complete 3 out of hours sessions shadowing a Junior Doctor. This has been agreed at all Year 5 hospital sites. Students must also complete a mandatory out of hours Ambulance placement in Year 5. This is in addition to the mandatory GP out of hours placements in Year 3 and 4. Out of hours placements are recorded by the student on their eportfolio and countersigned by the supervising doctor. All students must identify and record a supervising junior doctor and a supervising consultant. Appropriate briefings and guidance are in use now for students and supervising doctors. Student feedback forums in term 1 have identified this is working well and students are very positive about the learning point experience.	Ongoing monitoring.	n/a	Resolved	Community Sub-Dean	
PLY2017/05	GMC visit - Recommendation	Theme 2 Educational governance and leadership	We recommend that the school extends the liaison board structure to all LEPs that provide education for PUSMD students.	30/11/2017	GMC visit 29/30 November 2017	The School has developed close working relationships and regular liaison with all existing providers, and this will be extended to all new partners. We have planned with South Devon Healthcare Trust to start regular liaison boards from 2018, and the same structure will be in place for new providers in due course.	The existing collaborative working arrangements and liaison boards have now been established with the newer partner organisations. Close working relationships and communications continue to be developed as new partners come on board.	Continuing development.	n/a	Resolved	Clinical Liaison Manager	

Medical School Annual Return - Section C

Quality of medical education within the medical school

You should use this sheet to highlight concerns and areas of good practice within the medical school to us. The reporting thresholds in the guidance document would guide you for reporting.

Item number	Item type	Please list the years of students affected	Promoting excellence theme	Description of item	Date item was identified (DD/MM/YY)	How was the item identified?	Previous updates with additional information requested by the GMC (outstanding items ONLY)	What actions have been taken to address the concern or to promote the area of good practice over the past 12 months?	What further actions have been planned to address the concern or to promote the area of good practice in the future?	Deadline for resolution (DD/MM/YY) Concerns ONLY	Status Concerns ONLY	Person responsible	Engagement with deanery, HEE local offices or other organisations including healthcare regulators (if any)	Supporting documents (if required)
PLY12/16-05	Concern	All years	Theme 1 Learning environment and culture	The PU PSMD Consent policy currently only covers consent for intimate examination. This policy needs development to include guidance on obtaining patient consent for other aspects, including general practical skills and the use/storage of photographs and video clips.	01/11/2016	An existing PCMD policy was due to be developed into PU PSMD policy. Additionally, a student raised a query relating to confidential storage of a video clip recorded during a GP consultation, which has highlighted the need for an update to policy.	A revised consent for intimate examination policy has been developed and published in 2016/17. The 'Consent policy and procedure for audio and visual recordings for teaching purposes' has been developed and is being integrated into Clinical Skills teaching, especially into VS Communication Skills. There is accompanying guidance for patients which describes the purpose of recorded interviews and makes clear that they are under no obligation to take part.	No further action	no further action: ongoing monitoring and review		Request for closure	Director of Clinical Studies		<a href="https://www.plymouth.ac.uk/your-university/about-us/university-structure/faculties/medicine-dentistry/policies">https://www.plymouth.ac.uk/your-university/about-us/university-structure/faculties/medicine-dentistry/policies</a>
PLY1819-g001	Concern	Year 1 Year 2	Theme 5 Developing and implementing curricula and assessments	Preparation for the MLA		GMC briefings	n/a	Developments and changes to policy and governance to support the MLA will be extensive, and are being considered and planned at a MLA Working Group, to ensure that the School will be compliant by 2022. We have MLA preparation as a standing item on appropriate committees and working groups.	Ongoing developments and engagement with GMC		Plan in place	Director of Assessment/Head of Administration		
PLY1819-g002	Concern	All	Theme 5 Developing and implementing curricula and assessments	Preparation for increased student numbers		Original student allocation of 86 increased to 100 in 2018, followed by further increase to 156 students in 2020	n/a	Detailed planning has been undertaken, and the School is confident in its readiness for increased cohort numbers as they progress through the programme. Enhancements include additional placements agreed with Taunton and Torbay, acquisition of new buildings and adaptations to existing teaching spaces, including the development of enlarged clinical skills and life sciences teaching area.	Ongoing developments		Progress being monitored	Dean/ Head of School	Liaison and co-development with Faculty of Health and Human Sciences	
PLY1819-g003	Concern	Year 3 Year 4 Year 5 Graduates	Theme 3 Supporting learners	Enabling students and graduates to apply for the USLME and work in the US and other international destinations. UK medical students/graduates will not be able to get approval (via ECFMG or any other source) to work in the USA, whether on elective or other work, unless the GMC is recognised as an accredited agency by the WFME. Other jurisdictions eg Australia, look to listing by WFME to confer eligibility.	29/08/2018	Highlighted by ECFMG at the 2nd Accreditation in Health Professions Summit, AMEE Basel 2018	n/a	Highlighted to the GMC and Medical Schools Council 08.11.18			Concern created	Professional Accreditation Coordinator, Head of Administration	GMC, MSC	
PLY1819-g004	Good practice	All	Theme 1 Learning environment and culture	Use of iPads for assessments		Planning and development	n/a	Ipads have been rolled out to all students and are used to complete assessments on placements. This aids workflow and improves quality assurance. They are now being trialled for Year 5 AMK tests, which has the potential to resolve logistical issues related to increased student numbers and students being based in different locations.			Progress being monitored	Director/Deputy Director of Assessment		
PLY1819-g005	Good practice	All	Theme 1 Learning environment and culture	Review of assessment software. The school is reviewing the use of Speedwell, the software used to deliver AMK tests. This is partly related to MLA preparation, since it would be sensible to align with the MLA software if possible.		planning and development	n/a	A staff and student trial of the MSC MLA software was undertaken recently. The School is also part of a European project to research into adaptive testing as a more reliable measure of ability.			Plan in place	Director/Deputy Director of Assessment		
PLY1819-g006	Good practice	all	Theme 2 Educational governance and leadership	It is planned for the Faculty of Medicine and Dentistry to merge with the Faculty of Health and Human Sciences.	01/10/2018	Following several months of consideration and work, informal consultation, and review of similar structures in other institutions, it has been decided to progress with the journey towards the merger of the two faculties. This has a number of strategic advantages, particularly enhancing collaborative working in multiple areas, engagement with external partners under a coherent banner and the ability to compete in the higher education and healthcare sectors. There will be opportunities for optimising utilisation of resources.	n/a	A proposal for the merger will go to the University Senate in February 2019. Consultations continue. The merger is particularly relevant in promoting interprofessional education for medical students and other healthcare profession students.				Dean		
PLY1819-g007	Good practice		Theme 3 Supporting learners	Introduction of a Foundation programme. The School is introducing a foundation programme from Sept 2019, which will enhance the widening participation provision.		planning and development: enhancement of widening participation programme	n/a					Head of School		
PLY1819-g008	Good practice	All	Theme 3 Supporting learners	Student podcast developed in response to low level racial comments they have received from patients	01/02/2018	A group of students used the Raising Concerns process to highlight that they had received low level racial comments from patients	n/a	Senior member of staff met with students to discuss concerns. GMC were contacted for guidance. Issue was raised at School/Trust Liaison Committees, and referenced in clinical teacher training. Students were empowered to develop a helpful set of resources on a dedicated support area of the DLE, including a podcast.	n/a	n/a	n/a	Raising Concerns Lead	Discussion with clinical teachers and at joint medical school/trust boards.	
PLY1819-g009	Concern	All	Theme 1 Learning environment and culture	Cap on international student numbers. There is uncertainty regarding the situation regarding the cap on the numbers of international medical students. We think it is important to have clarity of this, so that the school has sight of potential international fees and can plan for selection/recruitment and learning resources/placements etc. This in addition to the negotiations surrounding the medical undergraduate training tariff (MUT).			n/a	engagement with GMC			Concern created	Dean, Head of School		
PLY1819-g010	Good practice		Outcomes 3 - Professional knowledge	Students participate in a University Hospitals Plymouth NHS Trust QA programme for patient care.								Director of Clinical Studies		

Medical School Annual Return - Section D

Quality of placements

You should use this sheet to highlight concerns and areas of good practice at student placements (education providers). The reporting thresholds in the guidance document would guide you for reporting.

Item number	Item type	Local education provider (if applicable)	Site (if applicable)	QDS/NSS code (if applicable)	Please list the years of students affected	Promoting excellence theme	Description of item	Date item was identified (DD/MM/YY)	How was the item identified?	Previous updates with additional information requested by the GMC (outstanding items ONLY)	What actions have been taken to address the concern or to promote the area of good practice over the past 12 months?	What further actions have been planned to address the concern or to promote the area of good practice in the future?	Deadline for resolution (DD/MM/YY) Concerns and GMC visit items ONLY	Status Concerns ONLY	Person responsible	Engagement with deanery, HEE local offices or other organisations including healthcare regulators (if any)	Supporting documents (if required)
PLY12/16-02	Concern	Neurology Department, Derriford Hospital	Plymouth	RK9	3,4	Theme 1 Learning environment and culture	Neurology - year 3 & 4 student feedback on their pathway week placements is less than satisfactory and comments on students not receiving an introduction and no time for teaching.	08/11/2016	Student feedback	We continue to monitor student feedback, some of which is positive. There is still clinical pressure on this department and the dispersed nature of the patients round the hospital renders clinician time scarce for teaching. We have encouraged the department to think of different learning environments where students can achieve the same Learning Outcomes. The school has discussed with the Clinical Teacher Lead the possible appointment of a teaching fellow that would coordinate and further enhance the quality of teaching.	Poor student feedback received in September 2018 from year 3 students relating to the organisation of the week. Meeting held with Clinical Teacher Lead. Timetable changed: improved introduction, change to reporting instructions, change of location for one of the placements. This has improved the student experience, however we continue to monitor.		Progress being monitored	Hospital Sub Dean			
PLY2017/16	Concern	Upper GI / Colorectal Department, Derriford Hospital	Plymouth	RK9	3,4	Theme 1 Learning environment and culture	Negative student feedback highlighting poor teaching and a number of teaching sessions have been rearranged. Department have failed to appoint a teaching fellow and are struggling to co-ordinate and cover teaching commitments.	01/10/2017	Student feedback and number of teaching problems.	n/a	The department has had difficulty appointing a teaching clinical fellow and has been without one for 2017/18 and 2018/19. The department therefore continues to have multiple issues, including cancelled teaching sessions. The clinical teachers are struggling to keep up to date with training. The location and timing of one of the peripheral theatre lists, which is good for teaching causes logistical issues. We are arranging a meeting with the Clinical Teacher Lead to review teaching and discuss imaginative ways to support the department eg an additional consultant clinical teacher lead?		New concern identified	Hospital Sub Dean			
PLY1819-p001	Concern	Orthopaedics Department, Derriford Hospital	Plymouth	RK9	3	Theme 1 Learning environment and culture	Department under pressure clinically, concerned about delivering teaching. Service changing, contract has been signed for more work to be carried out by Peninsula Treatment Centre. School will need to enter discussions with Peninsula Treatment Centre about increasing teaching if they have the contract for more clinical work.	01/10/2018	Hospital Clinical Teacher approached School, in addition there have been discussions with Peninsula Treatment Centre.	n/a	Orthopaedic department continues to provide teaching for the pathway weeks. The School has helped to cover some of their clinical skills sessions. Once plans for clinical services become clearer the School will meet with the Peninsula Treatment Centre about providing year 3 teaching.		New concern identified	hospital Sub Dean			
PLY1819-p002	Concern	Plastic Surgery, Derriford Hospital	Plymouth	RK9	3	Theme 1 Learning environment and culture	No resilience in the department, teaching provided by one person. Some difficulties at present covering teaching.	28/11/2018	Student feedback	n/a	School has liaised with managers, the department will cover clinical placements and the School has found cover for the Clinical Reasoning Session.		New concern identified	Hospital Sub Dean			
PLY1819-p003	Concern	Child Development Centre, Derriford Hospital	Plymouth	RK9	4	Theme 1 Learning environment and culture	Staff shortages have resulted in difficulty covering teaching.	01/03/2018	Department contacted School	n/a	School is liaising closely, department providing placements and School has found cover for clinical reasoning sessions.		New concern identified	Hospital Sub Dean			
PLY1819-p004	Concern	DPT	Torbay	RA9	5	Theme 1 Learning environment and culture	Psychiatry unable to provide year 5 placements in 2018/19 due to non availability of supervising consultant.	09/01/2018	DPT confirmed with Torbay Sub Dean	n/a	Torbay locality staff have had to find alternative Torbay placements and liaise with Medical School to find 2 Plymouth placements - this has incurred extra student travel & accommodation costs.	School meeting with DPT to discuss teaching on 31/01/19.	New concern identified	Hospital Sub Dean			
PLY1819-p005	Concern	TSDFT	Torbay	RA9	5	Theme 1 Learning environment and culture	Haematology unable to continue with providing placements for students due to staff shortages from January 2019.	01/07/2019	Clinical Teacher discussed with Medical Director and then contacted Locality Office.	n/a	Current student has been re-allocated back to Palliative Care. Sub Dean is contacting Oncology to see if future students can be reallocated.	Continue discussions with Haematology regarding students for 2019/20.	New concern identified	Hospital Sub Dean			
PLY1819-p006	Good practice	Medical Assessment Unit, Derriford Hospital	Plymouth	RK9	3,4,5	Theme 1 Learning environment and culture	Despite a huge amount of clinical pressure and staff shortages, the department continues to provide teaching to a high standard across years 3-5.	06/11/2018	Meeting with department and student feedback.	n/a	The department has a clinical fellow to help with teaching. This helps a busy department facilitate and co-ordinate lots of student teaching. The school may consider more teaching fellows in the future / at other sites.						
PLY1819-p007	Good practice	GUM, Derriford Hospital	Plymouth	RK9	3	Theme 1 Learning environment and culture	Department consistently receives excellent feedback as they are organised, the whole team is involved in teaching, run parallel clinics and monitor how much the students have learnt in a week.	01/01/2018	Student feedback and quality assurance visit.	n/a	Clinical Teacher Lead asked to co-lead breakout session at staff development event in March 2018.						
PLY1819-p008	Good practice	GP & GP Outreach Clinics	Plymouth		3	Theme 1 Learning environment and culture	There were problems with Psychiatry delivering Substance Abuse Week. Teaching now hosted by GP Practice using GP out-reach clinics. The week is running really well and has received good student feedback.	01/03/2018	Community Sub Dean	n/a	This has increased GP input into the curriculum, we will continue to consider this when looking at the curriculum in the future.						
PLY1819-p009	Good practice	GP	all		2,3,4,5	Theme 1 Learning environment and culture	Practice visits and face to face discussions have helped to build close working relationships with practices which has helped us to sustain and capacity.		Community Sub Dean	n/a	We will continue to prioritise practice visits and face to face contact with providers. Listening to practice feedback has helped with curriculum changes and ensuring we allocate the relevant students to each practice.						