

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)
QA4566	GMC visit requirements	Theme 5 Developing and implementing curricula and assessments	5. The weighting of different assessments needs to be made clearer to students. Students said it was not clear what individual assessments were worth or about the cumulative assessment figure for each School year. We heard from the School that students are informed of this in Year 1 but the School is aware this is early on in the programme when the students still have five years to complete. Students in various years were not clear which assessments would contribute to their UKFPO educational performance rankings. (TD87)		2012/13 QIF Belfast Medical School	Focus Groups with students indicated that students are aware of the data. Students acknowledged that the relevance of the data and its importance in career planning was less clear. In 2017 QUB introduced a 3 week development programme at the end of years one and two. The aim of this programme is to enhance the students' career and employability skills. Information about assessment weightings will be highlighted for students during this programme. GMC feedback 17/18: Please provide update in next MSAR on the programme, and whether this should remain open.	As outlined in previous MSAR students were provided with additional information about the weighting of different assessments and the relevance for career planning as part of the Development Week Programme. Further focus groups with students indicates that students are aware of the data and its relevance for career planning.	No further action planned. Suggest this item is closed.	01/02/2019	Request for closure	Dr Neil Kennedy	
QA10256	GMC visit requirements	Theme 3 Supporting learners	Work must continue in order to increase flexibility when considering absence requests.	24/10/2017	2017 GMC QAF Northern Ireland Review	A. Use focus groups to explore students' perceptions of the difficulties with the current policy. B. Improve communication to students about outcome of requests. C. Review absence monitoring processes. GMC Feedback 17/18 Thank you for your update - we look forward to an update in the next MSAR.	From September 2018 students are permitted to take two "discretionary" days leave per academic year to participate in extra-curricular activities. Numbers of applications for discretionary leave have increased. Focus groups with students indicate that this initiative has addressed the issue.	No further action planned. We will continue to monitor student satisfaction	01/02/2019	Request for closure	Dr Neil Kennedy	
QA10255	GMC visit requirements	Theme 3 Supporting learners	Equality and diversity issues must be better integrated into the curriculum in order to improve student knowledge and application of these concepts.	24/10/2017	2017 GMC QAF Northern Ireland Review	1. Appointment of Academic Lead for Equality and Diversity (E&D). A. Mapping of current E&D teaching and assessment across the programme. B. Develop strategy for integration of E&D throughout the curriculum in partnership with student representatives. C. Develop tools for the assessment of E&D. GMC feedback 17/18: Thank you for your update - we look forward to an update in the next MSAR.	1A An online survey was sent to CME staff and students in the summer of 2018 to inform the mapping of E&D teaching & assessment. 1B The strategy will be completed in early 2019 as discussions with key staff are ongoing. 1C Recommendations on assessing E&D will form part of the strategy which will be informed by the current curriculum review. Developing assessment tools forms part of a long-term programme of work involving key teaching staff and assessment leads. It will also be informed by the curriculum review.	Strategy will be developed during Spring Semester 2019.	01/07/2020	Plan in place	Dr Mairead Corrigan	
QA10254	GMC visit requirements	Theme 2 Educational governance and leadership	The quality management process must be developed further to reduce the variability we found in student experiences.	24/10/2017	2017 GMC QAF Northern Ireland Review	1. The Centre for Medical Education Senior Management Team has reviewed the use of 'run charts' as a method of quality management. A. Pilot use of 'run charts' to provide Trusts with comparative student experience data. 'Run charts' will be piloted for one Year 3 and one Year 4 module. If the pilot is successful the use of 'run charts' for reporting will be considered for other specialities from September 2018 onwards. B. Work with Sub-Deans to identify their perception of the issues and identify strategies that will enhance this aspect of practice. C. During CME visits to Trusts, initiate discussions about teaching variation in teaching with hospital-based clinical Specialty Leads. GMC feedback 17/18: Thank you for your update - we look forward to an update in the next MSAR.	Run Charts continue to be used for clinical placements where issues with delivery have been identified. Case based learning will be introduced as a part of the review of the undergraduate medical programme. Cases will standardise teaching across clinical sites. To further standardise the learning experience students will attend case review seminars at QUB during clinical attachments. This approach will further standardise the student learning experience. Case based learning scenarios were introduced for the Year 3 Medicine Attachment in September 2018. Feedback from this initiative is being used to inform case design and delivery in the new programme.	Case based learning will be used to standardise student learning experiences during clinical placements when the new undergraduate medical programme is introduced in 2020.	01/07/2020	Progress being monitored	Dr Neil Kennedy	
QA10253	GMC visit requirements	Theme 1 Learning environment and culture	The School must explore how it can improve communication with students to ensure awareness of changes to policies, placements and processes.	24/10/2017	2017 GMC QAF Northern Ireland Review	1. Review design and lay-out of information on the Medical Education Portal. A. Focus Groups with randomly selected cohorts of students to identify the positive and negative aspects of the current system and explore solutions. B. Develop new communication strategy in partnership with students. C. Consultation with staff and students prior to the implementation of a revised strategy. GMC feedback 17/18: Thank you for your update - we look forward to an update in the next MSAR.	As part of the Summer Studentship Programme students were invited to provide feedback about the design and lay-out of the Medical Education Portal. Suggestions for improvement included clear signposting of resources. This has been addressed. Focus Groups with students indicated that students would like to receive information about changes to policies and processes from one source. A newsletter which is published once each semester was suggested as a solution. A pilot newsletter will be circulated to students during the Spring Semester 2019. Students will be invited to provide feedback on the value of the newsletter before a decision is taken to formally implement it.	We will continue to monitor student satisfaction with communication to and from the school through staff-student consultative committees and NSS.	01/12/2019	Plan in place	Ms Mairead Bohan	
QA10252	GMC visit requirements	Theme 1 Learning environment and culture	The School must address why some student perceive there to be barriers to raising patient safety and bullying or undermining concerns.	20/10/2017	2017 GMC QAF Northern Ireland Review	1. A question focusing on opportunities to raise patient safety and bullying or undermining concerns has been added to all 'student evaluation of teaching' questionnaires. 2. The induction for new staff in CME will include information about empowering students to raise concerns. 3. Additional information provided to students at the beginning of the Academic Year and throughout the year to reinforce the importance of reporting issues. Reporting opportunities signposted for students. A. Monitor data throughout the academic year. B. Focus Groups with randomly selected students from each year of the programme to gather additional qualitative data about the issue. C. Discussions with Trust Sub-Deans to explore their perception of the issues. D. Discussions with the Directorate of Academic and Student Affairs to consider the introduction of an honest broker system to break student anonymity when patient safety, bullying and undermining issues are reported in student evaluation of teaching questionnaires. E. Consultation with NIMDTA to identify good practice and lessons learned from their experience of dealing with these issues with postgraduate trainees. F. Consultation with colleagues from other Medical Schools to identify good practice. G. Discussions with other Centres in the School to explore the development of School-based guidelines for students raising concerns. Data from actions A-G above will be used to identify areas for improvement and to inform the development of new process to encourage students to raise concerns. GMC feedback 17/18: Thank you for your update - we look forward to an update in the next MSAR.	Since September 2018 students have access to an electronic system for the reporting of issues relating to patient safety and bullying and undermining. Focus groups with students are being used to evaluate the effectiveness of this system.	At the end of the academic year Focus Group data will be evaluated to determine the effectiveness of the electronic reporting system.	01/06/2019	Progress being monitored	Dr Neil Kennedy	

QA10257	GMC visit - Recommendation	Theme 2 Educational governance and leadership	The School recognises that a full curriculum review is due, and should initiate this at the earliest opportunity to ensure the School can respond to changes in service provision as a result of 'Systems not Structures' (Bengoa 2016) and changes in the medical education continuum.	23/10/2017	GMC Northern Ireland national review 2017	<p>1. Processes are now in place for the review: stakeholder meetings are planned for the Autumn Semester 2017; the Centre is preparing a Tendering Document for the appointment of a Consultant to assist with the review.</p> <p>A. Agree blueprint for the new curriculum.</p> <p>B. New curriculum agreed by Courses and Regulations Committee.</p> <p>C. Phased implementation of new curriculum. Subsequent years of the programme will be rolled out sequentially.</p>	External facilitator - Prof Val Wass. Following stakeholder review, curriculum plan now agreed. Final curriculum documents to be presented for University programme review in February 2019. Plans have been presented to and agreed by Trusts and Department of Health	Progress on curriculum implementation. Appointment of curriculum project manager. Identification of leaders of key curriculum themes. Plan to begin new curriculum September 2020	01/07/2020	Plan in place	Dr Neil Kennedy	
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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)
BEL1819-g001				There are no outstanding items										
BEL1819-g002	Good practice		Theme 2 Educational governance and leadership	Collaborative working with the Northern Ireland Medical and Dental Training Agency (NIMDTA) was highlighted in the GMC report of 2017 as an area of good practice. The Centre for Medical Education (CME) collaborates with NIMDTA on the following: 1. Senior members of staff from CME sit on the Foundation School Board. 2. Staff from CME attend meeting of the Quality Mangement Group at NIMDTA. The Postgraduate Dean attends quality management meetings at CME. 3 NIMDTA and QUB organise an Annual Research Day and an Annual Educators Day. 4. Leads for student support and support for doctors in training meetings, sharing good practice and a common approach. 5. Collaborative approach to Recognition of Trainers. 6. Establishment of committee looking at equality and diversity issues affecting students and doctors in training.	2017 GMC QAF Northern Ireland Review	GMC report		Day conference co-hosted by NIMTDA and QUB addressing issue of support for doctors in training and students. GMC and QUB staff presented on 'Welcomed and Valued' and how this would apply to Northern Ireland						
BEL1819-g003	Good practice		Theme 2 Educational governance and leadership	The Centre for Medical Education is using Run Charts to provide Hospital Trusts with anonymous comparative data about quality of teaching for some clinical attachments. This has encouraged Trusts to enhance the learning opportunities offered to students.	December 2018	Meetings with Sub-Deans who have reported that the data is very useful		Automation of production of run-charts	Roll out to cover all clinical placements					

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)	ODS/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)
BEL1214-5	Concern	Northern Trust, Causeway Hospital		21028	3 (General Medicine)	Theme 1 Learning environment and culture	Third year students on attachment to Causeway Hospital for Medicine contacted the Centre for Medical Education in May 2014 and reported that they were not receiving regular teaching. Discussions with the Sub-Dean revealed staff shortages due to retirement, illness and maternity leave. These issues were making it very difficult to deliver undergraduate teaching in Medicine. Discussions with the Sub-Dean prior to the commencement of the 2015-2016 academic year revealed that it would not be feasible to deliver General Medicine teaching in Causeway Hospital during the academic year. It was agreed that students assigned to Causeway Hospital would undertake their attachment in Antrim Area Hospital.	16/05/2014	Students contacted Centre for Medical Education.	There are no immediate plans to send students to Causeway for Year three or Year five medicine teaching. The Director of the Centre for Medical Education and the Postgraduate Dean continue to meet regularly with Trust senior management to monitor the situation. GMC feedback 17/18: Appropriate action being taken. Please advise in next MSAR if there is a timeline for students in Y3 and Y5 to return to Causeway.	Several new consultants in medical specialties have been appointed. There are no immediate plans for Y3 students to return to Causeway. There are plans for Y5 students to return to Causeway for the Clinical Assistantship in April 2019.	Continue to monitor staffing levels at Causeway to determine if it will be appropriate to allocate Y3 students to the hospital for medicine. Monitor student feedback from the Y5 Clinical Assistantship.	01/07/2020	Changes sustained	Dr Neil Kennedy		
BEL 1 2016	Concern	Belfast HSCT			3 General Surgery	Theme 1 Learning environment and culture	During the 2015/2016 academic year feedback from third year students placed in the Mater Hospital for third year surgery indicated that there were problems with the quality of teaching. Issues identified included no induction, teachers not available to teach.	01/11/2015	Student evaluation of teaching questionnaires. Individual student reports to senior members of the Centre for Medical Education. Phase Quality Assurance Meetings.	The Trust appointed a teaching fellow to assist with the co-ordination and delivery of teaching. This appointment did help to address the issues highlighted by students. There was an improvement in student satisfaction scores during the 2016/17 academic year. CME will continue. Continue to monitor student about feedback on cases as part of the quality assurance processes. The use of Run Chart to provide Trusts with comparative data about the quality of the student experience is being piloted for a small number of specialties during including year 3 surgery 2017/18. It is anticipated that this data may further enhance the student experience. GMC feedback 17/18: Very comprehensive update and it appears appropriate action is being taken. Please provide an update in next MSAR.	During the 2017/18 academic year a number of ongoing issues were identified with the delivery of third year surgery in the Mater Hospital. Following extensive discussions between the Trust and QUB it was agreed that students will spend one day in the Mater Hospital during the 6 week surgical placement. For the remainder of the placement students will rotate between the other hospitals in the Trust.	01/06/2019	Progress being monitored	Dr Neil Kennedy			
BEL2016-02	Concern	Belfast HSCT			3. Neuroscience	Theme 1 Learning environment and culture	Students reported poor co-ordination of neurosciences teaching in the Belfast Trust.	16/11/2015	Student evaluation of teaching questionnaires. Phase Quality Assurance Committee meetings.	Continue to monitor student satisfaction scores. Progress discussions about alternative models of delivery. If a new model of delivery is agreed a time line for implementation will be identified. GMC feedback 17/18: Please provide an update in next MSAR.	The Trust reviewed the teaching programme and introduced a number of initiatives to improve the student experience. Student satisfaction scores improved during the academic year, over 75% of students rating the quality of teaching as good or very good.	No further action planned.	01/12/2018	Request for closure	Dr Neil Kennedy		
BEL2016-03	Concern	All			5	Theme 5 Developing and implementing curricula and assessments	Students reported that they did not receive structured teaching during year 5 medicine and surgery attachments.	10/10/2016	Student evaluation of teaching questionnaires, Staff Student Consultative Committee Meetings and visits to Hospital Trusts.	Discussion with Sub-Deans during regular meetings. It was agreed that students will receive 2 hours of structured teaching each week during medicine and surgery attachments. Monitor student evaluation of teaching surveys. Discuss the structure and delivery of year 5 medicine teaching with students and teachers during visits to Hospital Trusts. GMC feedback 17/18: It appears appropriate action is being taken. Please provide an update in next MSAR.	Discussions with students during visits to Hospital Trusts indicates that two hours of teaching per week is being delivered.	No further action planned. Suggest this item is closed.	01/12/2018	Request for closure	Dr Neil Kennedy		
BEL1819-p004	Concern	Northern HSCT				Theme 5 Developing and implementing curricula and assessments	Students reported poor co-ordination of ENT teaching in Antrim Area Hospital.	Throughout academic year 2017/8	Student evaluation of teaching questionnaires.	Discussions with staff from the Trust indicated that staff changes impacted on the delivery of teaching.	Issue discussed between QUB and Trust. The Trust reviewed staff allocations for teaching to ensure appropriate delivery of the programme.	Monitor during the 2018/19 academic year using student evaluation of teaching questionnaires and discussions with students during annual visit to the Hospital Trust.	Ongoing throughout academic year.	Plan in place	Dr Neil Kennedy		
BEL1819-p005	Concern	Western HSCT				Theme 5 Developing and implementing curricula and assessments	Students reported poor coordination of Fractures teaching in Altnageivn Hospital	Throughout academic year 2017/8	Student evaluation of teaching questionnaires.	Students reported poor co-ordination of teaching.	The Trust have undertaken a review of teaching in this speciality and allocated additional resources.	Monitor during the 2018/19 academic year using student evaluation of teaching questionnaires and discussions with students during annual visit to the Hospital Trust.	Ongoing throughout academic year.	Plan in place	Dr Neil Kennedy		