

**NATIONAL SCHOOL OF HEALTHCARE SCIENCE THEMED BOARD MEETING
BLOOD AND INFECTION**

**27th February 2014
Maple House, Corporation Street**

Chair: Val Davison (EVD)
Co-Chair: Mike Thomas (MT), Graham Wilson (GW)
Attending: Rob Shorten (RS), Tracy Thurgood (TT), Melanie Watson (MW), Frances Boa (FB), Suzanne Chamberlain (SC) until 12:30, Katharine Hayden (KH), Louise Lindsay (LL) until 11:45, Phil Padfield (PP), Claire Seedhouse (CS), Dan Smith (DS), Kirsty Dodgson (KD)
Apologies: Claire Jenkins (CJ), Lucinda Hall (LH), Sheila O'Connor (SO'C), Anneke Seller (AS), Berne Ferry (BF), Mike Hallworth (MH), David Stirling (DS) Tiffany Daniels (TD), Nicky Fleming (NF), Amanda Robson (AR), Kate Templeton, Barry Hodgson (BH)

ACTION

ACTION DESCRIPTION	OWNER	DUE		STATUS
Welcome				
Mike Thomas – Blood and Infection Sciences Lead				
Update from NSHCS				
Competencies				
<p>The School is reviewing the numbers of competencies trainees are being asked to do as they vary in numbers significantly across specialisms. They are being reviewed through HCSING The professional leads will select some competencies and do an audit on what sort of evidence is currently being used. Input will be sought from training officers and professional bodies and the theme board Stronger guidance will be devised based on findings The intention is to have something in place for the 2014 intake but it is not guaranteed Work based curriculum and HEI curriculum is not completely aligned – HEIs need to be involved with the review to ensure they match up Curriculum was written in separate groups and it doesn't come together as a whole Use the leads on theme board to take back to professional bodies</p>				

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<p>The offer has come forward from the theme board to help support the school to review the competencies GW / MT / JB to take back to School and Chris Gibson</p> <p>HSST Scaling the heights document now available on HEE website LETBs have submitted commissions for 2014 – mostly in service It is hoped that an advert will appear in April. Programme will start in January 2015. £16,000 supplement available for posts.</p> <p>KH – raised the issue that the reduction in funding to £16k means that the employers would need to give up a band 7 post in order to afford to run the programme (they used to have 50% funding in the North West). Would prefer to see a lower number of HSST posts funded at a higher amount</p> <p>Funding is held by the individual LETBs, any issues with funding available need to be directed to the relevant LETB Lead.</p> <p>Commissions need to tie in with workforce plans regardless of funding so could not have lower numbers if more are needed</p> <p>An advert requesting tenders for provision of the PhD curriculum by HEIs will be out to advert in the near future. A curriculum is required to be in place in time for 2015 trainees There will be a FAQ on the NSHCS website in regards to HSST in the next week</p> <p>HENW – career breaks within the 5 years training – e.g. maternity leave. What will this mean in terms of finance and ability to provide the training? – It is the responsibility of the Trust and the LETB to sort out how to deal with career breaks / maternity during trainee. The School can advise but decisions need to be made locally</p> <p>NSHCS update NSHCS is merging with the National Genomics Education Centre Chris Gibson is now head of school Val Davison is an advisor to the genomics programme</p>	<p>GW / MT / JB</p>	<p>04/03/14</p>		<p>Closed</p>

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<p>Anneke Seller genomics scientific advisor Angela Daly programme manager Manjit Kaur recruitment lead Claire Hardiman – Physical Science Will have Clinical Engineering PL Many more posts being created as the work of the School expands</p> <p>OLAT is being updated to support HSSTs, enhance reporting capabilities, increase user engagement, working with Academy for how we can use OLAT for equivalence / registration purposes</p> <p>NSHCS now on Twitter, new website under development</p> <p>NSHCS will be responsible for accreditation of HEI and Training Departments as well as for curriculum maintenance in the future</p>				
2014 Recruitment Update				
<p>Shortlisting closes 28th Feb 2014. Interviews March / April</p> <p>Interviews – there will be 1 generic science, 1 specialist science, 1 values and behaviours and 1 leadership station Allocations will be based on interview scores</p> <p>SP to distribute presentation to the group</p> <p>Board to forward names of volunteers for interviews to mscrecruitment@wm.hee.nhs.uk We will need help with writing interview questions; professional leads will be in touch. We need the questions at least a week in advance</p> <p>The information for the HEIs will be through the lead commissioner – pass this query to Anne Gilford. HEIs need to know as soon as possible</p> <p>There will be a separate guidance document for HSST</p> <p>There will be 2 genetics trainees in Glasgow for 2014</p>	<p>SP</p> <p>All</p> <p>SP</p>	<p>ASAP</p> <p>ASAP</p> <p>ASAP</p>	<p>SP has passed on this question from the Physiological Board to Raj Sunner (commissioning team)</p>	<p>Closed</p> <p>Closed</p> <p>Closed</p>

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PTP Update				
<p>Questionnaire is out with placement providers. NSHCS/MSC team/HEIs/placements will work together to review</p> <p>Group to send any comments on PTP to NF</p>	All	19/06/14		Closed
OSFA Update				
<p>Deadline for Mock OSFA station questions is 28th February</p> <p>Timetables are currently being worked on for trainees and assessors. Don't have confirmed list of assessors and we still need more volunteers. Please let the School know your availability and your intention to assess by emailing nshcs@wm.hee.nhs.uk</p> <p>Training sessions are being held on the 14th / 19th / 21st March in Birmingham</p> <p>There will be a standard setting panel – will need volunteers to be members Pass mark review, after mock there will be an evaluation of the entire process.</p> <p>Guidance document for trainees is being created and it will also be sent to training officers</p> <p>IPads will be used to mark the stations</p> <p>Please let the School know asap if any of your stations will require any specialist equipment</p> <p>School to inform HEI of dates of the OSFAs in the future Dates clash with school holidays – hard to release people to assess</p> <p>Remove from the trainee guidance the line about trainees needing to arrange cover because not all trainees are supernumerary]</p>	All	ASAP		Closed
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Academy Update				
<p>The Academy need to have a regular slot on the agenda to update on equivalence and registration – STP to add to future agendas</p> <p>Equivalence – different route, the best route for the person applying will be taken into account</p> <p>The Academy will likely offer HSST equivalence for those who are already at that level to access the register HSST trainees will be entered on the register on successful completion of the training programme</p>	SP	19/06/14		Closed
<p>Write to the academy from the theme board regarding senior scientist registration. Equivalence? Grand parenting? Board will feedback to Academy and Academy reps to feedback to ask for clarification</p> <p>Do NSHCS give training numbers to those trainees not doing STP? Wouldn't get trainee number but would be logged – didn't get big response from LETB's regarding numbers.</p>	PLs	ASAP		Closed
BOARD MEMBERS SPLIT INTO THEME SPECIFIC MEETINGS BLOOD AND INFECTION THEMES				
Minutes and Matters Arising				
<p>PTP The proposal for the new curricula Blood and Transplant PTP is going to the new Education and Training Scrutiny Group in March</p>				
Theme Specific Update				
<p>Band 2 – 4 proposal Change in apprentice schemes in Life Sciences towards 2 – 4 apprentices being</p>				

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<p>work based rather than NVQ (now QCF) based.</p> <p>Looking to introduce national final assessment like OSFAs for 2 – 4. This doesn't seem practical</p> <p>Could they use IBMS standards nationally, GW has contacted Gill Manning to suggest this</p> <p>Funding is likely to come through the employer and HMRC</p> <p>MW will circulate information from NHS Employers regarding the band 2-4 and apprentice schemes for information through the School</p>	MW/SP	ASAP		Closed
Feedback from Trainee Representative				
<p>SP to send the written report from the trainee representative to the group</p> <p>Group to feedback any comments to GW and MT who will respond to TD</p>	SP All	ASAP ASAP		Closed Closed
Feedback from Employer Members				
<p>Kath Hayden raised concerns around HSST funding. .</p> <p>STP graduates will likely need to be HCPC registered for up to a year before they access HSST or can they access HSST whilst in the process of registration with HCPC?</p> <p>It was felt there are too many mixed messages regarding what the STP trainees will do when they complete the programme; will they all be on HSST? Lack of funding will mean not as many posts will be available</p> <p>GW / MT to pass feedback on to HCSING regarding the worry about where the trainees will be employed once they have completed the STP.</p> <p>SP to recirculate the locations of those completing this year are (distribution)– (SP do map and send as Employer / specialism list ?)</p> <p>GW to speak to Nick Fowler-Johnson regarding a questionnaire that he has sent out to North West Trusts re workforce needs / places for trainees completing the STP this year</p>	GW/MT SP GW	ASAP ASAP 19/06/14		Closed Closed Closed

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Feedback from Professional Bodies				
<p>Microbiology There are genuine concerns around centres taking microbiology STPs with no prior track record in training.</p>				
<p>Could the names of the departments requesting STPs be sent to professional bodies to review and tell the school if there are concerns with their ability to train MT to take back to the School as it may be appropriate for some professional bodies but not others.</p>	MT	04/03/14		Closed
<p>RS send the locations of the microbiology departments they have concerns about SP to send the updated microbiology post numbers / locations from this year's recruitment</p>	RS SP	16/06/14 16/06/14		Closed Closed
<p>The HSST departments need to be reviewed to make sure they are able to provide the training</p>				
<p>Do the LETBs see it as their role to check that the department is capable of providing training and that the rotations have been arranged? In London the Trusts are asked about the rotations, if they have had trainees before and where those are now. South East - asked for raw numbers and if there is the budget</p>				
<p>SP to speak to Tracy regarding where the NHS blood and transplant are going to be based – NE and NW Liverpool is one</p>	SP	ASAP		Closed
<p>FB to ask Gary Dakin to share the process London use to agree commissions with the School as it may be useful for other LETBs.</p>	FB	16/06/14		Closed
<p>Public Health England – salary scales have changed from agenda for change to civil service which impacts on bands 6 and 7. NHS England and HEE are meeting and will be discussing with PHE.</p>				
Feedback from HEI's				
<p>No problems reported</p>				
Any Other Business				
<p>MT thanked everyone for their support of the OSFAs</p>				

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Review Trainee Progression				
<p>In the future the School will be more explicit as to how much the trainees should have completed in relation to where they are in the programme and will stress the need to do things electronically and not on paper first.</p> <p>GW / MT contact trainees and trainers to discuss where trainees are not making required progress.</p> <p>The guidance as to what is meant by competencies is to be discussed within the School and then examples are to be distributed to the board, It was requested that they also go on the School website / OLAT??</p> <p>Specific trainee matters were reviewed however in future the Board requested that names are not circulated and Rag rated targets to be met should be sent instead.</p> <p>SP would make the amendments identified at the meeting.</p> <p>It was noted that one particular Trust had taken on further trainees despite there being previous issues with the training provided by the Trust.</p>	<p>MT/GW</p> <p>SP</p>	<p>ASAP</p> <p>ASAP</p>		<p>Closed</p> <p>Closed</p>
Date and Time of Next Meeting				
<p>Thursday 19th June 2014</p> <p>Friday 7th November 2014</p>				