

National School of Healthcare Science
LIFE SCIENCES THEMED BOARD
Tuesday 22nd November 2016
Crowne Plaza, Birmingham, B1 1HH

Chair: Mike Thomas (MT), Graham Wilson (GW)

Attending: Amanda Robson (AR), Alison Taylor-Beadling (ATB), Alan Wainwright (AW), Andrew Usher (AU), Angela Daly (AD), Berne Ferry (BF), Chris Penfold (CP), Deborah Sage (DS), Derren Ready (DR), Elizabeth Bateman (EB), Emma Dewar (ED), Eileen Gallagher (EG), Gary Robinson (GR), Gerry van Schalkwyk (GvS), Jason Kasraie (JK), Kathryn Jones (KJ), Lianne Rounding (LR), Michael Carroll (MC), Nicky Fleming (NF), Nicola Monks (NM), Philip MacDonald (PMD), Pravjit Kaur (PK), Rachael Peters (RP), Rachel Webster (RW), Rosemary Harris (RH), Sheila O'Connor (SOC), Suzanne Chamberlain (SC),

Apologies: Allan Wilson (AW), Andrew Williams (AW), Angela Douglas (ADo), Angela Davies (ADa), Anneke Seller (AS), Alex Richter (AR), Barry Hodgson (BH), Behdad Shambayati (BS), Bryan Woodward (BW), Dan Smith (DSm), David Eccleston (DE), Frances Boa (FB), Gordon McNair (GMN), Gail Norbury (GN), Hannah Fearon (HF), Jane Soden (JS), Jennie Bell (JB), Katharine Hayden (KH), Kate Templeton (KT), Kirsty Dodgson (KD), Laura Boyes (LB), Louise Ayers (LA), Lucinda Hall (LH), Lorraine Gaunt (LG), Michelle Branscombe (MB), Michelle Bishop (MBi), Mike Scott (MS), Phil Padfield (PP), Rob Shorten (RS), Robina Quershi (RQ), Sally Chappell (SCh), Stephen Harbottle (SH), Stuart Sutherland (SS), Tracy Thurgood (TT), Vivek Dhir (VD)

Minutes: Stephanie Pinches (SP)

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DISCUSSION / ITEM	OWNER	DUE	PROGRESS	STATUS
1.Welcome and apologies				
Laura Boyes (Genomic Counselling representative) has now gone on maternity leave ACTION: JB will need to approach Laura Boyes for a deputy	JB	Dec 2016		Closed
MT requested that members submit reports in advance of future meetings as previously agreed in order to focus discussion on areas that needed to be addressed.				
JB is at an HEE pathology Workforce meeting, prof bodies widely represented as well as HR and HEE				

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2. Minutes & Actions outstanding from previous meeting: 21st June 2016				
<p>Two spelling mistakes were identified by MT. With those corrected the minutes were signed off and will now be published on the NSHCS website.</p> <p>It was confirmed that the minutes of previous meetings go onto the NSHCS website once they have been signed off at the following meeting. The June minutes will now be added to the website.</p> <p><u>Outstanding actions (see action log)</u></p> <ul style="list-style-type: none"> • MT is in the process of reviewing the board's membership • Blood and transfusion trainees have been identified. MT said that the full curriculum is not yet signed off but it is being consulted on within the College. MT is chasing as a priority for HSST • Workforce planning, PPI reps were going to write to organisations. MT apologised for not sending the PPI representatives the contacts details for work force planning and will send the details on if the PPI representatives would still like to write to them. • OLAT reporting, has been discussed at SMT and is an agenda item • HEI engagement, not sure if anyone has written to AW but Workplace/HEI engagement is something on the Schools agenda and will be taken forward 				
3. Matters not elsewhere on the Agenda				
<p>GR asked about the board membership and whether people who repeatedly send apologies should be members. MT confirmed that the membership would be reviewed.</p> <p>RH asked about how healthcare science is being promoted to the public and whether anything more can be done such as having posters in hospitals saying what healthcare scientists do.</p> <p>The group discussed the different promotions such as National Pathology Week and Healthcare Science week</p> <p>LR spoke about an online video of the journey of a patient, Harvey's gang</p> <p>It was suggested that a survey could be done across representatives of all the themed boards to see how many are involved in events like healthcare science week ACTION MT to take to SMT for discussion</p>	MT	13/12/16		Closed

DISCUSSION / ITEM	OWNER	DUE	PROGRESS	STATUS
4. Report from the Academy for Healthcare Science				
<p>AU – All new professional group chairs are in place apart from for bioinformatics. The Academy has carried out the QC of the OSFAs and the OLAT for the trainees who completed the course in July. The report will be shared with the School.</p> <p>The equivalence assessments are continuing. New assessors are required and there is an advert on the Academy website</p> <p>RH said that she was unable to access the advert on the website. AU to feedback to AHCS that there may be a problem with the website.</p>	AU	ASAP	The website was unavailable on the day RH looked	Closed
5. Reports from HEI's				
<u>Manchester Metropolitan University</u>				
<p>MC reported that of those cellular trainees who graduated all are in employment apart from two. It was asked if they get band 7 jobs, MC to follow up and report back. ACTION</p> <p>The results were 12 distinctions and 1 merit 2014 all progressed to next year, 2015 all progressed to next year, 1 on maternity leave, 2016 biggest intake, 17 reproductive science, 3 histopathology, no cytopathology</p> <p>MT asked about the high percentage of distinctions and how this relates to other courses. MC responded that most trainees already have a good academic background when they start the STP; most reproductive science trainees have higher degrees, and histopathology and cytopathology usually have undergraduate degrees.</p> <p>PMD said that STP trainees on a whole achieve better on the Masters course compared to non-STP students on the same course</p>	MC	Feb 2017		Closed
<u>Nottingham University</u>				
<p>CP reported that students were doing very well with only one year 2 trainee having to re-sit 1 exam. Year 3s all passed with good grades. An assistant professor was appointed to oversee cancer genetics and population screening modules and an administrator was appointed.</p> <p>Feedback is given to students who fail exams</p> <p>Nottingham University is no longer providing clinical microbiology which</p>				

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<p>means the only course is in London which is a day release course involving a lot of travel. Queen Marys are looking to make it more distance learning. ACTION Take back to commissioners about looking to commission a second microbiology course. This depends on the number of commissions in microbiology being enough to make two courses feasible.</p>	PK	ASAP	GW has asked and there is no plan to commission another provider which makes it really difficult for those who have posts commissioned at a distance from London	Closed
<p><u>Manchester University</u> PMD reported that all had passed their exams. No destination data There are 31 in the 3rd year and a lot already are reporting they have jobs in the NHS. GW asked the group to remind trainees to contact the school if they have been offered a substantive post whilst still in training 42 new blood scientists in 2016, includes some from Scotland and Northern Ireland. The annual review from HEE went well MAHSE are looking at innovative ways to engage with training officers e.g. PODcasts, Skype options</p>				
<p><u>University of Birmingham</u> Email from AR 1) First cohort through. 2 extenuating circumstances on going and all the rest have jobs 2) Consolidating practical and translational assessment methods including role-play, patient information sheets, standard operating procedures, dealing with complaints. 3) We have had very positive feedback from students for last year and first block of teaching this year. 4) Our major concern is student numbers</p>				
6. Reports from Professional Bodies & Colleges				
<p><u>British Society of Haematology</u> SOC reported that she has emailed them to ask them to input more for healthcare science STP e.g. by creating exam preparation groups as they help prepare medics for FRCPATH and could do similar for healthcare science</p>				
<p><u>Institute of Biomedical Science</u> AW reported that with the PTP and healthcare science degrees, different models are emerging in response to employers needs. Two universities have stopped recruiting to the degree.</p>				

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GW was asked if there had been any feedback on level 6 apprenticeships. AW said the IBMS wanted it recognised in context of scientists and practitioners that there is a register for biomedical scientists as it looks like a separate profession but both are registered with HCPC				
<u>The British Society for Histocompatibility and Immunogenetics</u> DS reported concerns with the learning guide for Histocompatibility and Immunogenetics. They have a meeting with Shelley Heard booked to go over the content and any concerns. They are keen to have implemented for September 2017. Shelley is keen to incorporate H and I into the first year of rotations. It is important to get trainees engaged with h and I in first year because currently they feel more like immunologists. PMD said there is scope to add more H and I into the first year of the taught Masters ACTION DS to engage PMD and MAHSE regarding this	DS / PMD	ASAP		Closed
<u>ACB Immunology Professional Group</u> BF has stepped down as chair. ACTION to invite Liz Furrrie who is the new chair to this group. All STPs passed, most got jobs within profession as clinical scientists. There has been a significant increase in the numbers of trainees entering the HSST programme.	MT	ASAP		Closed
<u>ACB Microbiology Professional Group</u> DR reported that they are having a post OSFA reflection day and only 6 out of 9 passed first OSFA. Some training centres didn't have clinical scientists and it would be good for them to be in a consortium with a centre that does. The curriculum needs to be reviewed, as it is becoming an issue. ACTION DR to email the School regarding curriculum development so it can be taken to SMT for discussion, other specialisms can do the same	DR / All	06/12/16		Closed
<u>Royal College of Pathologists</u> GvS had drafted a letter from the Royal College and Healthcare Science, which was previously sent to JB regarding the cellular science career pathway. GW confirmed the letter has been reviewed and changes had been suggested. ACTION: JB to respond to GvS	JB/GW	ASAP		Closed
<u>The Association of Clinical Embryologists</u> NM reported that they would like a route where training centres pay all the fees associated with the programme; training salary, masters etc. so that they don't have to rely on commissions.				

DISCUSION / ITEM	OWNER	DUE	PROGRESS	STATUS
<p>in the School. It was asked how often does the School review competencies on OLAT. GW-every three months. Emails have gone out to trainees that are not on target.</p>				
7. Reports from Employer Representatives				
<p>HEE Commissioning MT welcomed Pravjit Kaur representing HEE Commissioners and who has taken over from Gareth Woods</p>				
<p><u>NHS Blood and Transplant</u> LR reported reflections from a student who had finished the STP and said it was a challenging programme. They didn't think the course reflected the information they were given before they were on the programme. Two of the STPs NHSBT had already had PhDs and both dropped out to do other jobs, it was questioned if they should be given extra marks at recruitment for this. LR stated that the value of a PhD might be variable depending on specialism.</p> <p>It was asked if there were figures on attrition and completion of course and where they progress to after completing the course. MT said he would see if the School was able to provide these ACTION</p> <p>What do we do when a reviewer can no longer review a competency on OLAT? The trainee can reassign the reviewer by contacting the OLAT Help Desk.</p>	MT	Feb 2017		Closed
<p><u>North West</u> AR reported that two trainees have completed the programme and have employment but can't be paid on band 7 until they have HCPC registration. They completed in July and have not received their certificate yet. School representatives confirmed that the OLAT deadline was 20th September and then all accounts have to be double checked by the admin team and certificates printed both by the School and AHCS. The School is looking at ways to improve this process. The certificates were posted on the 18th November.</p>				

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<p>There is no tick box for bioinformatics on application form for HCPC? They should put other, they are registered as a Clinical Scientist not a specific specialism</p> <p>The point was made that some people on STP have masters already and will they be expected to fund another masters during the STP in the future as funding is guaranteed for 2017 but not after.</p>				
8. Report from PPI Representatives				
<p>RH asked is there understanding of healthcare science in NHS and patients, more promotion needed? GW - There has been an initiative in trusts to appoint local healthcare science leads to promote healthcare scientists roles. KJ- said she attends much more meetings and is involved more in promoting healthcare science, there is a lot more knowledge than there used to be amongst patients and the public.</p> <p>RH noted that reference was made to HCSING earlier in the meeting and wondered whether this reflected a problem with the effectiveness of the reporting and feedback mechanism. It was confirmed that professional leads do see HCSING minutes.</p> <p>RH commented on the lateness of reports to come through, they need to be sent through sooner to give people a better overview of the content.</p>				
<p>GR – happy to help with trainee groups as a patient representative</p>				
9. Reports from Trainee Representatives				
<p>Trainees raised concerns round the mental health of trainees as many have reported stress and anxiety related to the STP. They asked if is anything the School can do such as providing information on how to spot the signs of stress? MT confirmed the School recognises there are issues and they are dealt with on a one to one basis. AD – The School has recently met with the postgraduate deans regarding trainee support and are looking into a pilot of linking the School with the post</p>				

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<p>graduate deans to offer additional resource. There are some packages available through the London postgraduate deanery that are available for everyone, they will be in the next School bulletin and links on the School website.</p> <p>Trainee wellbeing is an employer issue as hospitals/employers have an obligation to support their employees and ensure their wellbeing; trainees should make use of their employer occupational health facilities.</p> <p>The trainee representatives asked if awareness with trainees could be raised that it is ok to come forward for help and it is not an individual problem. They asked if the School could do a survey to see how many trainees are affected by stress etc. ACTION for School to discuss conducting a survey on trainee health and wellbeing, taking into account that HEE wants to move to one survey for all and that the survey needs to be anonymous and non identifiable for small specialisms.</p>	MT / GW / AD	Feb 2017		Open
<p>Some trainees expressed frustration with having to make two trips to the OSFAs, one for generic and one for specialist. MT recognises it is challenging but it is also a logistic issue in organising it. SC confirmed that the pros and cons have been considered. It gives trainees “two bites at the cherry” and combining the two would make it a very long assessment.</p> <p>There is real benefit in having the generic OSFA separately as it is a smaller group of assessors that see a larger group of trainees providing more robust outcomes.</p> <p>Dates are confirmed for the OSFAs in advance.</p>				
<p>KJ reported on questions raised by HSST trainees. MT would like to answer in written form after a meeting has taken place between the Royal College and the School. ACTION MT to reply end of month</p> <p>Is there any guidance that can be given to help trainees apply for funding? MT – each hospital will have a research department that can help.</p> <p>KJ said that all the trainees she spoke to found the ARP to be a positive process and asked if there was going to be feedback. SC - yes there will be feedback, the survey is still open, it closes in next few days and once analysed it will be reported back. The preliminary report will</p>	MT	Dec 2016		Closed

DISCUSION / ITEM	OWNER	DUE	PROGRESS	STATUS
<p>be in December. Please send any questions to the School via email.</p> <p>If a trainee is part time, do they have longer to complete the programme? MT has drafted documents regarding part time working, maternity etc. FRCPATH is 7 years total to complete, DClinSci is 5 years to complete</p> <p>Is it possible for the School to provide HSST trainer days? MT – we do intend to provide this and an online awareness programme for trainees and trainers.</p> <p>Workplace based assessments on OLAT; can the School see the reflective log? MT noted that the bespoke nature of the OLAT WPBAs meant that there has been variable uptake by HSST trainees. However the School does monitor OLAT.</p> <p>Something that was raised with MAHSE and the Academy, access to HSST register is exit from HSST plus DClinSci. This is not correct for life science, DClinSci is optional but FRCPATH is compulsory so exit is HSST completion not with anything else. AU - There will be a statement from the Academy next week regarding this.</p>				
10. Trainee Review				
<p>GW reported on this. Unfortunately the School was unable to do a full STP review but continues to do quarterly reviews of OLAT. A generic email went to all the 2015 cohort trainees urging them to complete their first year Rotation OLAT. Some trainees may get individual emails with advice where they are falling behind on competencies/assessments The School is looking at the process to streamline the review of OLAT</p> <p>AR - due to difficulties with working out rotations, trainees may not be able to complete their rotation assessments in first year. GW - if the School is notified via email we can put a note in the trainee's record and take that into account when reviewing their OLAT progress.</p>				
11. PTP				

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<p>NF reported 23rd November – curricula will be back from review team, managed to ensure the changes did not trigger any internal University validation processes. Finally have PTP life sciences provider in West Midlands – University of Staffordshire, who are developing PTP and looking at delivering by apprenticeship scheme also</p>				
12. CF 2-4				
<p>The Level 2 Award is currently available Level 4 diploma curriculum is in development the EPA and Standards have been accepted by them DfE. End point assessment for level 6 has been accepted but there are some clarifications on the standard. There has been a lot of discussion by HEIs on how they will implement.</p>				
13. ASP				
<p>Already discussed.</p>				
14. STP				
<p>The School recognises the need to revise the STP curricula and are in the process of recruiting a curricula lead in the School The Molecular Pathology STP programme was discussed recently and there will be an update soon on this I the near future.</p>				
15. HSST				
<p>There has been concern expressed over the accuracy of information on the NHS Employers website regarding the role and requirements of a Consultant Clinical Scientist. The Transfusion curriculum is out to consultation within the College. It is expected there will be no significant changes and it is anticipated that the first examinations will be held in Spring 2017. Some issues were raised with the College by trainees regarding the</p>				

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<p>molecular pathology HSST, 8 passed, 4 failed, the 4 who failed have put in complaints which are being reviewed by the College.</p> <p>Joint induction day with MAHSE, we received really good feedback, thanks to Chilufya Dawo for ensuring these meetings run smoothly.</p> <p>There was concerns expressed by MABS over self plagiarism where trainees were cut and pasting their own work from different modules. It was noted that the HEI will remove trainees from the programme for this and trainees are advised to reference themselves or reword.</p> <p>MT to write a report on HSST to be distributed with the minutes</p> <p>SOC asked if someone with FRCPATH part 2 could apply for equivalence? Would have to ask the Academy. SOC and MT to discuss</p>	<p>MT</p> <p>SO / MT</p>	<p>Dec 2016</p> <p>Feb 2017</p>		<p>Closed</p> <p>Closed</p>
16. Updates & Reports from the NSHCS				
<p><u>OSFAs</u></p> <p>The School has received very positive reports from the observers from the AHCS who reported they saw lots of good practice. They observed the whole process but don't review station content. School will feedback to the AHCS.</p> <p>Quality of marking is discussed with the AHCS.</p> <p>Each year we have more candidates, which adds complexity, there has been consistency with pass rates. The number of resits increased, 34 across 13 specialisms, 10 failed resit and will retake next year. Across life science 84% passed 15.5% failed. Good consistency across mean score of all stations.</p> <p>RH asked how the pass mark is set. SC – we use the ANGOFF method where assessors review stations independently and mark what a borderline candidate performed, and then they are all discussed. Pass mark is also reflected on after the OSFA to review performance of candidates.</p> <p>RH asked what is the difference between a clear pass and a good pass? SC</p>				

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<p>– these are the words that are in the software, basically 1 to 4 scoring system. RH suggested that it might be helpful to have descriptors for the different scores, SC to look into this for next year ACTION</p> <p>ARP – The School is doing full evaluation and will feedback and look at ways to improve the process for next year. The School were originally going to deliver the innovation project C1, MAHSE is now doing this with the School involved in the assessment. The themed board members will be asked for involvement.</p> <p>KJ questions – if not doing DClSci will there be flexibility in the future to do C1? This is unlikely as C1 will be delivered in a structured way as part of the DClSci</p> <p>GR – is there a way for trainees to challenge the result? SC – they can submit a complaint about the process but can't challenge the result. Marks have been adjusted in the past e.g. when a calculator was missing from the room but an overall outcome has not been changed so far</p> <p>SOC – Suggested that the report does not reflect the stress some of the assessors felt. It may be that the School could buy microscopes. MT indicated that we do now have a robust process in place now for procuring equipment and have purchased objectives.</p>	SC	Feb 2017		Closed
<p><u>Information and Digital Systems</u> Stuart Sutherland has provided a report which will be circulated with the minutes</p>				
<p><u>Accreditation</u> RP reported there are 548 areas that have to be accredited in total, 201 are Life sciences and bioinformatics genomics. Out of the 201, 135 are accredited, 66 remain to be accredited with 6 in process. RP is sending monthly reports to local commissioning leads. Are doing 1st re-accreditation of the genetics pilot employers In process of analysing data from annual review</p>				

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<p>RH – how many do you accredit per year? RP – this depends on how many are sent in. We have been tackling accreditation by area and resources restrict us. Everyone should have received a self-assessment. The sites considered for accreditation are prioritised with those at considered to be at risk and those that had no previous accreditation by other bodies being reviewed first.</p> <p>Departments that have requested commissions but do not have accreditation have been challenged which has led to some commissions being withdrawn.</p> <p>If a department does not get accreditation, trainees have been moved to other departments.</p> <p>For new departments the self assessment form is on the website and can be filled in and returned to the accreditation team</p> <p>Currently have 2 vacancies in accreditation</p> <p>It was noted that the Accreditation team have done a fantastic job with limited resources</p>				
<p><u>School Office Report</u> Angela Daly reported Revised PTP curricula will be released as soon as possible STP completion. We are limited by the software, a lot of manual checks need to be in place. We are looking at improving processes in the future. Recruitment 2017 – commissions are being collated, expecting business as usual for 2017. Funding is under review for future years, there is talk of apprenticeships for STP but there is no definitive position on this. Sue Hill has produced a YouTube video with MAHSE regarding HSST, we will put this on our website</p> <p>NM asked if the word “practitioner” could be removed from the assistant and associate practitioner? AD to take back</p>	AD	Dec 2016		Closed
<p>The Decontamination science STP proposal and approval for PTP decontamination science were discussed. The PTP will be an extension to infection science. Any questions please email Nicky Fleming.</p>				

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17. AOB				
GW asked those representing professional bodies to engage in station writing/OSFA/recruitment				
Should we have PTP trainee representatives as well as STP and HSST ? Nicky Fleming will raise and take to SMT ACTION	NF	13/12/16		Closed
KJ deputy is taking a pause from HSST so a new deputy is needed.				
<u>Date of Next Meeting</u> 28 th February 2017 27 th June 2017 7 th November 2017				

ACTION

ACTION LOG					
Agenda Item & Meeting Date*	Action	Progress / Further Actions	Lead	Due	Status
1. 21/6/2016	<u>Genomic Counselling Representation</u> Need to formally invite Laura Boyes on behalf of the Genomic Counsellors. Need to review membership lists and tenure of office for representatives	Update 22/11/16 - Laura Boyes is now on maternity leave we will need to chase for deputy. Update 28/02/17 – Peter Marks invited Gary Robinson been invited back for second term	JB MT/JB/GW	ASAP	Closed
2. 21/6/2016	<u>Compulsory Competencies</u> To be reported back to CJG and a formal report to be requested from CJG to the next Themed Board meeting.	Update 22/11/16 - Chris Gibson has retired, successor is being appointed. Action will be taken up with successor	CJG/MT/JB	Nov 2016	Closed
6. 21/6/2016	<u>Blood and Transfusion Trainees</u> Names of the 3 trainees to be confirmed to the NSHCS.	Update 22/11/16 - The names have been confirmed but there is not yet a fully signed off curriculum	RE/MT	ASAP	Open
7. 21/6/2016	<u>Workforce Planning</u> MT to provide PPI representatives with the name of who to write to re: workforce planning concerns	Update 22/11/16 - MT apologises that he did not send the details across and will do so if the PPI representatives	MT/RH/GR	ASAP	Closed
1. 22/11/16	Laura Boyes (Genomic Counselling representative)		JB	Dec 2016	Closed

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	has now gone on maternity leave JB will need to approach Laura Boyes for a deputy				
3. 22/11/16	It was suggested that a survey could be done across representatives of all the themed boards to see how many are involved in events like healthcare science week ACTION MT to take to SMT for discussion	Update 28/02/17 – Taken to SMM. The communication manager has now left the School with no current replacement	MT	13/12/16	On Hold
5. 22/11/16	<u>Manchester Metropolitan University</u> MC reported that of those cellular trainees who graduated all are in employment apart from two. It was asked if they get band 7 jobs, MC to follow up and report back. ACTION	Update 28/02/17 – 1 got band 8, another is a Biomedical Scientist	MC	Feb 2017	Closed
5. 22/11/16	Take back to commissioners about looking to commission a second microbiology course. This depends on the number of commissions in microbiology being enough to make two courses feasible.	GW has asked and there is no plan to commission another provider which makes it really difficult for those who have posts commissioned at a distance from London	PK	ASAP	Closed
6. 22/11/16	PMD said there is scope to add more H and I into the first year of the taught Masters ACTION DS to engage PMD and MAHSE regarding this		PMD / DS	ASAP	Closed
6. 22/11/16	<u>Immunology Professional Group</u> BF has stepped down as chair. ACTION to invite Liz Furrrie who is the new chair to this group.	Update 28/02/17 – Elizabeth Bateman has replaced Berne Ferry in this role	MT	ASAP	Closed
6. 22/11/16	The curriculum needs to be reviewed, as it is becoming an issue. ACTION DR to email the School regarding curriculum development so it can be taken to SMT for discussion, other specialisms can do the same		DR / All	06/12/16	Closed
6. 22/11/16	GvS drafted a letter to Royal College and Healthcare science, which was previously sent to JB regarding cellular science career pathway. GW confirmed the letter has been reviewed and changes suggested. ACTION: JB to respond to GvS	Update 28/02/17 – A working group chaired by Liz Hughes has been set up to discuss this	JB/GW	ASAP	Closed

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6. 22/11/16	<u>The Association of Clinical Embryologists</u> NM reported that they would like a route where training centres pay all the fees associated with the programme; training salary, masters etc. so that they don't have to rely on commissions. NM to forward a formal proposal document to theme board ACTION		NM	ASAP	Closed
6. 22/11/16	HSST course, can people access this and pay full fees? This would need to go to SMT. NM to ask them to contact the school ACTION		NM	13/12/16	Closed
7. 22/11/16	It was asked if there were figures on attrition and completion of course and where they progress to after completing the course. MT said he would look at the possibility of providing these	Update 28/02/17 – Figures are routinely reported by the School at graduation of each cohort	MT	Feb 2017	Closed
9. 22/11/16	ACTION for School to discuss conducting a survey on trainee health and wellbeing, taking into account that HEE wants to move to one survey for all and that the survey needs to be anonymous and non identifiable for small specialisms.	Update 28/02/17 – JB will report back to SMM	JB	Feb 2017	Open
9. 22/11/16	KJ reported on questions raised by HSST trainees. MT would like to answer in written form after a meeting has taken place between the Royal College and the School. ACTION MT to reply end of month		MT	Dec 2016	Closed
15. 22/11/16	MT to write a report on HSST to be distributed with the minutes	Report written and will be sent with minutes	MT	Dec 2016	Closed
15. 22/11/16	SOC asked if someone with FRCPath part 2 could apply for equivalence? Would have to ask the Academy. SOC and MT to discuss		SO / MT	Feb 2017	Closed
16. 22/11/16	RH – what is the difference between a clear pass and a good pass? SC – these are the words that are in the software, basically 1 to 4 scoring system. It might be helpful to have descriptors for the different scores, SC to look into this for next year	Update 28/02/17 – Marking criteria are being reviewed	SC	Feb 2017	Closed

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16. 22/11/16	NM asked if the word “practitioner” could be removed from the assistant and associate practitioner? AD to take back	Has been removed	AD	Dec 2016	Closed
17. 22/11/16	Should we have PTP trainee representatives as well as STP and HSST ? Nicky Fleming will raise and take to SMT ACTION	Update 28/02/17 PTP is not commissioned by HEE so not appropriate to have a representative on this group	NF	13/12/16	Closed