

St George's Junior Doctors Forum Minutes
Thursday 21st June 2018 12:45-2pm
Venue: Room G.019.2nd Floor Grosvenor Wing

Present	Sunil Dasan (SD)	Guardian of Safe Working
	Claire Houghton (CH)	Medical Staffing
	Claire Low (CL)	Head of Medical Staffing
	Robert Bramwell (RB)	Medical Staffing
	Ami Stokes (AS)	BMA IRO
	Hannah Barham-Brown (HBB)	Deputy Chair JDF/FY2
	Daniel Pan (DP)	JDF Chair
	Jancy Paramanathan (JP)	GP Trainee
	Paul Arkell (PA)	SPR Micro / ID
	Rebecca Stout (RS)	CMT 2
	Farida Patel (FP)	SPR Acute Medicine
	Ellis Pullinger (EP)	Chief Operating Officer
	Judy Roberts (JR)	AD GP Training SW London
	Brian Kilpatrick	Mast Team
	Kathy Duong (KD)	LTFT Rep
	Serena Haywood (SH)	Paeds Consultant
	Jonathan Round (JR)	DME SGH

Log No	Item	Action & Lead	Due Date
1	Welcome & Apologies (DP/SD)		
	<ul style="list-style-type: none"> SD welcomed those present and read apologies to the group. 		
2 & 3	Minutes of last meeting. Actions & Matters arising		
	<ul style="list-style-type: none"> Minutes agreed as correct record. MAST update–Business case to invest in TOTARA for offsite access. If approved need minimum 3 months to put into action, will update at next meeting. Details of the study leave changes can be found in the June DME newsletter. Rota Management being worked on and will be ready and in place for August 2018 	<p>Apologies</p> <p>CL compiling this.</p>	<p>Next Forum</p> <p>01/08/18</p>
4	Report from Guardian of Safe Working (SD)		
	<ul style="list-style-type: none"> Very low number of Exception reports since April 2018, 27 over 10 weeks. (22x overtime, 4 x lack of support, 1 x breaks). Specialties include ENT, O&G, Upper GI Surgery, Haematology, Plastics, Acute Medicine, Diabetes & Endocrine, Paediatric Surgery and Neonates 2 exceptions flagged as immediate safety concerns - 1 in ENT and 1 in Senior Health - Both dealt with swiftly by Consultants. No patient harm and staff met with. To note, Supervisors are being excellent at dealing with exceptions Discussion re use of fine money. Investing in Webex, allowing other JD's and GP's to dial in through conference phone, looking into organising demo for July Forum. Using funds for Doctors mess, new kitchen / repaint. Funds better spent on sleeping pods etc. To be discussed further with EP & Estates. 		
5	Medical Staffing and Winter Pressures (EP & CL)		
	<ul style="list-style-type: none"> Welcome from EP, acknowledges the Winter Pressures for 2017/18 and working to resolve for 2018/19. Current changes, opening of AAA in Richmond Ward to assist with patient flow Blue Sky Centre to support patient flow of children Further staffing required of Doctors and Nurses in order to extend opening hours 8-midnight. Discussion of Swing Wards, open in Winter for excess patients e.g flu patients. Run weekly forum with GM's to discuss operating plans/ ops issues. Invite someone from JDF to attend and share challenges Made aware that there is poor communication within the management team, information not filtered down clearly or correctly. CL discussed new locum rates decision, informed that decision came from PAN London, following their guidance and a 2 stage process. To be implemented throughout London, aware that other Trusts are not implementing. 	<p>EP to organise attendance to GM forum</p> <p>CL to provide</p>	<p>To be confirmed</p>

	Harbhajan currently at meeting to discuss further with NHS England.	feedback from meeting before next forum	
7	Report from GP LEO and Medical Staffing (RB & JR)		
	<ul style="list-style-type: none"> GP LEO Meeting scheduled for 10th July, will update at next Forum. 80% of GP work schedules and offers for August now sent for the placement that we know. Still waiting for further information from HEE, currently showing a large number of vacancies. HEE aware of issues and looking to urgently resolve. Have received the most upto date rotas from the host trusts, still some outstanding. 		Next forum
8	Medical Staffing Report (RB)		
	<ul style="list-style-type: none"> Evening and Saturday clinics confirmed for new starters, aim to get more Doctors in prior to Day 1 of rotation. Dates on all offer letters. Majority of work schedules and offer letters sent within the 8 – 6 week deadline. Few issues also with HEE, and incorrect information coming through being addressed with HEE. 	Work in progress.	Next forum
9	SGH specialty trainee feedback – (All trainees)		
	<p><u>Micro ID</u></p> <ul style="list-style-type: none"> Concern over rota and pay, registrars discovered that they are working non-compliant hours, e.g over 50 per week since August 2017. Unsure where the error has arisen. GoSW to discuss further, investigate and resolve asap. Confirmed that rota has now been amended and is compliant from June 2018. <p><u>ENT</u></p> <ul style="list-style-type: none"> Rota management improved, now received additional new starter, confusion over the placement. Currently in discussion with department, HEE and Medical Staffing. 	Rota to be reviewed & discussed with GoSW	
10	GP trainee feedback		
	<p><u>GP</u></p> <ul style="list-style-type: none"> GP in Acute Medicine not received back pay for amended hours. 	CH being processed and will be in July pay.	
11	LTFT trainee feedback		

	<ul style="list-style-type: none"> Email to be circulated with LTFT issues. Apologies to discuss at next forum 	Review and action	
12	BMA/LNC update (HBB)		
	<ul style="list-style-type: none"> LNC – meeting rescheduled will update at the next forum. Facilities and Fatigue Charter, Harbhajan Brar has agreed and supports charter, to discuss further at next forum. 	Update next forum	
13	AOB		
	<ul style="list-style-type: none"> Revised website for public access ready to be launched by next meeting. If require extra content please address with GoSW ASAP. Fines money to be discussed with EP re Doctors Mess work. EP to speak with Estates and assist to move forward. 	EP to speak with estates and update GoSW	
14	Date and Time of next Meeting		
Next Meeting: 24th July 2018 12:45 – 14:00 – Room GV2.019, 2 nd Floor Grosvenor Wing.			