

St George's Junior Doctors Forum Minutes
Tuesday 22nd May 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
	Emma Barrett (EB)	Medical Staffing
	Robert Bramwell (RB)	Medical Staffing
	Ami Stokes (AS)	BMA IRO
	Hannah Barham-Brown (HBB)	Deputy Chair JDF/FY2
	Elizabeth Wotton	FY2 Rep
	Michael Hogan	GP Trainee
	Judy Roberts (JR)	AD GP Training SW London
Apologies	Farida Ali (FA)	LNC chair
	Daniel Pan (DP)	JDF Chair
	Brian Kilpatrick	Mast Team
	Kathy Duong (KD)	LTFT Rep
	Serena Haywood (SH)	Paeds Consultant
	Jonathan Round (JR)	DME SGH
	Claire Low (CL)	Head of Medical Staffing

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. Hopefully resolved by next meeting in May. If approved need minimum 3 months to put into action, will update at next meeting. JR – not confirmed re study leave changes which commenced on 1st April, 	<p>Apologies</p> <p>Apologies</p>	<p>Next Forum</p> <p>Next Forum</p>
4	Report from Guardian of Safe Working (SD)		
	<ul style="list-style-type: none"> Very low number of Exception reports since April 2018 (less than 20) Remote access to allow GP's to log in via skype to enable attendance at Forum. Trust doesn't use Skype for Business. Put in request to IT for Webex as alternative, and Trust approved. Organised another how to contact GP Leo team pathway via the St Georges website, discussions on how to develop further and links to add in etc e.g policies and procedures. May need to be password protected. Medical Workforce Committee, 1st meeting today. Give better insight into Medical Staffing, recruitment, rota gaps. Receive reports from LNC to discuss issues further. 	<p>Waiting to hear back from IT</p> <p>Email suggestions to GOSW</p>	<p>Update Next forum</p> <p>Next forum</p>
5	Medical Staffing and Winter Pressures		
	<ul style="list-style-type: none"> Ellis Pullinger sends apologies 		To be confirmed
7	Report from GP LEO and Medical Staffing (EB)		
	<ul style="list-style-type: none"> 90% of GP's stating still not received access to log in's for exception reporting. EB going to liaise with the GP Rep at SGH as feel all GP's have already received this information. Currently 85 gaps for GP's in August, however it seems that additional places are being created even though gaps are not yet filled. To be discussed further with Rebecca Toory. Due to not receiving all the information from HEE on time likely to miss the 8 week deadline for offers to be issued to trainees. Expenses down to 20 outstanding. 	EB to address at PAN London meeting to ensure all trusts are aware of responsibilities	
8	Medical Staffing Report (EB)		

	<ul style="list-style-type: none"> Information been received from HEE re August rotations, pushing to reach the 8 week deadline, this is unlikely. CL is completing a rota managers chart for all specialities so all JD's know who to contact to chase any rotas / rota issues. Will be reviewed and distributed on a regular basis to all. 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. 	Work in progress.	Next forum
9 SGH specialty trainee feedback – (All trainees)			
	<p>Medicine</p> <ul style="list-style-type: none"> Acute Medicine, SHO concern over length of night shift & post night ward round. CMT's missing training days due to clinical needs, feel missing out Educational Opportunities. <p>FY2</p> <ul style="list-style-type: none"> Concern over 1 trainee LTFT out of sync with other rotation, to be discussed further with BMA & Trust <p>ENT</p> <ul style="list-style-type: none"> Better control over the rota, been changes, but not required to be put through Allocate. CH to meet with Maciek (Service Manager) to discuss further and check all is compliant. 	<p>Advised to exception report to discuss with Dr Chakravorty</p> <p>To be discussed with individual</p> <p>Rota to be reviewed</p>	
10 GP trainee feedback			
	<p>GP</p> <ul style="list-style-type: none"> Query over some Doctors at Kings not received their contract. Princess Royal, Doctors in A&E on fixed Annual Leave, EB highlighted that no longer able to put fixed A/L in rota, will discuss and explain further with the trust. 	EB to speak with trust to explain	
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 next week, will feedback at next forum. Facilities and Fatigue Charter (Drs not getting enough rest post a night shift) been put forward awaiting response will update at next meeting. 	Update next forum	

13	AOB		
	<ul style="list-style-type: none">• Have been quoted £4k to help make good the Doctors Mess, discussion about what best to use money for e.g sleeping pods, hot food vending machine etc.		
14	Date and Time of next Meeting		
<u>Next Meeting: 21st June 2018 12:45 – 14:00</u> – Room GV2.019, 2 nd Floor Grosvenor Wing.)			