

St George's Junior Doctors Forum Minutes
Thursday 26th April 2018 12:45-2pm
Venue: The Rose Centre, Seminar Room.

Present	Sunil Dasan (SD)	Guardian of Safe Working
	Daniel Pan (DP)	JDF Chair
	Claire Houghton (CH)	Medical Staffing
	Emma Barrett (EB)	Medical Staffing
	Robert Bramwell (RB)	Medical Staffing
	Alexandra Briscoe (AB)	Neonates ST6
	Emma Williams (EW)	Neonates ST3
	Ami Stokes (AS)	BMA IRO
	Hannah Barham-Brown (HBB)	Deputy Chair JDF/FY2
	Kathy Duong (KD)	LTFT Rep
	Brian Kilpatrick	Mast Team
	Gana Ratasoorial	GP Trainee / SLGP Chair
	Felicity Mcleod	GPST1 GP Rep
	Judy Roberts (JR)	AD GP Training SW London
Apologies	Farida Ali (FA)	LNC chair
	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"> • DP/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. • NHS Mail has the facility to link with Skype for business. 	BK to give update on TOTARA	Next Forum
4	Report from Guardian of Safe Working (SD)		
	<ul style="list-style-type: none"> • Annual Report sent to Workforce and Education, detailed: • 703 Exceptions – mainly working over hours. • £17,000 fines • 13 rota reviews, 12 resolved at level 1, 1 at level 2 • 69 vacancies across the trust (varied from 60&129 previously) • Issues around General Surgery & ENT rotas, JD’s not satisfied with these, to be escalated • Rest at Night, raised in Workforce & Education meeting, waiting for a response • JR – not confirmed re study leave changes which commenced on 1st April, 	JR to discuss re study leave	Next Forum
5	Freedom to Speak Up Guardian (KRW)		
	<ul style="list-style-type: none"> • Introduction about role and its benefits to all staff • All done anonymously where possible, if necessary reports to CQC, investigating officer, HR to resolve issues. Reports to national Guardians Office • Mainly nurses and admin, few Doctors. • Main issues around bullying and harassment • Spread the word to other non-trainees not present at JDF. 		
7	Report from GP LEO and Medical Staffing (EB)		
	<ul style="list-style-type: none"> • GP’s from Kingston / St Heliers stating they had not received allocate log in to exception report. • EB: All doctors received log in. If working at other trusts it is operated within the local trust. • Kingston now resolved with the GOSW / HR at Kingston, all GP’s received log in. • August rotation, currently too many trainees, being reviewed need to create new places. 	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"> • August rotations due within the next 2 weeks, informed some specialities will be late as information will be late from HEE. • Hope to reach the 8 week target, but dependant on when the information is received from HEE • Changes with the department, 4 new recruits starting within the next few weeks, 2 internal changes • 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. • CL has arranged for Ellis Pullinger (Chief Operating Officer, SGH) to attend the Forum in May to address general rota issues. In particular, the plans to get departments to issue rotas within the 6 week timeframe. 	DP to discuss with Dr Chakrovorty	
9 SGH specialty trainee feedback – (All trainees)			
	<p><u>O & G</u></p> <ul style="list-style-type: none"> • 50% down 1 xSPR & 1xSHO. Nights are a challenge, requested an additional SHO to help cover. Possible safety issue due to locations of wards. <p><u>Medicine</u></p> <ul style="list-style-type: none"> • Difficulties with August placements for CMT2 due to swapping and being allocated places by HEE. <p><u>Paediatrics</u></p> <ul style="list-style-type: none"> • Didn't receive rota within 6 weeks before starting • Issues around Annual leave & Shift pattern, to be discussed further 		
10 GP trainee feedback			
	<ul style="list-style-type: none"> • Concern for accessibility for GP trainees to forum / meeting times not suitable • Requesting LEO Rep attending meetings • Skype for business, this will be explored for future use at forums to involve others e.g GP's who are unable to travel to SGH • Investigate into a portal system for GP's to access for up to date information. Currently run by North London GP LEO 	EB to enquire at next LEO meeting	
11 LTFT trainee feedback			
	<ul style="list-style-type: none"> • Email to be circulated with LTFT issues. • BMA has a breakdown of payslips for LTFT trainees, to help understand the codes 	Review and action	

12	BMA/LNC update (HBB)		
	<ul style="list-style-type: none">• LNC – meeting next week, will feedback at next forum.• Trusts encouraged to sign up to – Facilities and Fatigue Charter (Drs not getting enough rest post a night shift)		
13	AOB		
	<ul style="list-style-type: none">• Clinical Pharmacology will be updating the grey book. Looking for feedback• Mess to be refurbished awaiting costs from estates.• LTFT pilot in ED been extended, but new applications now closed.		
14	Date and Time of next Meeting		
	Next Meeting: 22nd May 2018 12:45 – 14:00 – Room GV2.019, 2 nd Floor Grosvenor Wing.)		