**SURGERY**

**General Surgery and Surgical Specialties**

Welcome to your placement in Surgery. Both T and P years will receive a Welcome Booklet in an email from the university.

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| What placements do we run? | **T year** | [Urology](https://www.stgeorges.nhs.uk/service/urology/) [Breast Surgery](https://www.stgeorges.nhs.uk/service/the-rose-centre/) [ENT](https://www.stgeorges.nhs.uk/service/surgery/ent/)[General Surgery](https://www.stgeorges.nhs.uk/service/surgery/general-surgery/) |
| **P year** | [Urology](https://www.stgeorges.nhs.uk/service/urology/)[ENT](https://www.stgeorges.nhs.uk/service/surgery/ent/)[Vascular Surgery](https://www.stgeorges.nhs.uk/service/surgery/vascular-surgery/)[Orthopaedics (SWELOC)](https://www.epsom-sthelier.nhs.uk/swleoc)Plastic Surgery (Nye Bevan Unit) |
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| General advice and tips! |  | Ward rounds and handover start at 8am in Nye Bevan Unit. If you are planning on changing into scrubs, you will need to arrive earlier to account for this (see info on scrubs below)The teams work across different parts of the hospital, in clinics, offices, wards, theatres and the Emergency Department. As such, you may find sometimes you are looking for your allocated team. Introduce yourself to a member of staff in the areas you’re in, and explain who you are looking for, and they will be able to help or direct you to someone that can. There’s more info regarding on-calls below.There are four Clinical Teaching Fellows! You will meet them during your placement for lectures and ward-based teaching, and can ask them questions if you have any during your surgical  placements. |  |
| Placement FAQsPlacement FAQsPlacement FAQsPlacement FAQsPlacement FAQs | **Do I need to wear scrubs, and where do I find them?** | You can, but you do not need to wear scrubs on the wards.If you are not wearing scrubs you need to be wearing smart work clothes (no jeans/logos/open toes/trainers). You may wear trainers if you are wearing scrubs. You must wear scrubs to go into theatres: Scrubs are found in a scrub machine in the first floor St James Wing Theatres. The machine is in a hallway behind the changing rooms. In order to use this machine, please visit the office opposite Theatre 4, and explain you’re a medical student and request they provide you with the visitor card to collect scrubs. Ensure you return the card when you have retrieved scrubs. Please note the staff will be working, and possibly out of the office, so arrive in good time to change before placement. You cannot wear ‘outside’ shoes if you are going into the operating theatres themselves. There are boxes of shoes in the changing rooms (Crocs, clogs etc). Use these shoes and place your own tidily in the changing rooms. At the end of your shift, return your scrubs and leave the shoes you used in the box. |  |
| **Where can I find information on my placement?** | During your placement you will meet your Clinical Teaching Fellows (CTFs) and Clinical Leads for each placement. Your CTFs will be happy to answer or pass on queries you may have about surgical placements. Their emails are found at the bottom of this table. |  |
| **Who can we contact to report absence?** | If you are absent from placement for any reason you must inform your placement consultant supervisor(s), Steve Powell and your year coordinator MBBS\_TYear@sgul.ac.ukPlease email before your morning start time if you are to be absent for the whole day due to illness or immediately if you must leave at any point in the day. Please provide details of the reason for absence and if possible, an anticipated date of return. If absence is for more than one day, you must email each morning that you are absent and confirm when you have returned to placement.This includes all aspects of placement including fixed/registered teaching sessions and general ward activities. **Please do not leave messages with your fellow students to pass on.** It is your responsibility to ensure all the relevant people are informed. Any reported unexplained absences from any member of your team at teaching sessions or on the wards will be marked as a professionalism concern and reported to the university. **If you have been unwell and experienced any diarrhoea or vomiting you must not return to placement for 48 hours after your symptoms have ceased**. Please let us know if this is the case. If you are otherwise unwell but not sure whether to attend placement, please discuss with your team. Most importantly if you are not well you should rest and recover. However, if for example you have had a slight cold and feel well enough to come in but are concerned about passing your illness onto patients, please ask a member of your team.  |  |
| **How do I get a smartcard?** | **Smartcards**If you have already had your card active at some point, you will need to go to the Registration Authority office, based in the Switchboard office, ground floor, Grosvenor wing to get it re-activated. The office is open from Monday to Friday between 8am and 3.30pm.  If your card has never been activated before, please find details and instructions below. Follow/type the link to access the e-learning page [https://learn.stgeorges.nhs.uk](https://learn.stgeorges.nhs.uk/) then follow the steps below: For full access to courses, you'll need to take a minute to create a new account for yourself on this web site. Here are the steps: 1.            Fill out the New Account form with your details. Press Send2.            An email will be immediately sent to your email address.3.            Open the email and click on the web link it contains.4.            Your account will be confirmed, and you will be logged in.5.            Select the course you want to participate in (*students and healthcare assistants*) and complete all the modules.On completion of the modules print your certificate and present it to the Registration Authority office as above. Should you need to access patient information, please email Medical.Students@stgeorges.nhs.uk from your SGUL email and provide your **Year, Firm** and **Smartcard number**.  A request will be logged with IT, who will issue you with login details. **IT (network and EPR)**If you had a network and EPR account created previously your password may have expired, in which case you will just need to go to switchboard (located in the same office as RA) and get it reset. |  |
| **What do we do on our on-calls?** | On-call shifts start at 8am or 8pm, so this is when the on-call team will be at handover in the Nye Bevan Unit office, ground floor St James Wing (unless there is an emergency at that time elsewhere).NBU is the base, but the on-call team work across the hospital including wards, the Emergency Department, and theatres.Attend Nye Bevan Unit at the allocated time. Make contact with the person you are scheduled to be on-call with, and if they are not there, bleep the on-call F1/SHO. To bleep, dial 88 on a landline phone in the office, and listen for instructions - you will need to dial their bleep number, wait, then dial the number you are calling from (this is written on the phone).Alternatively, speak to them beforehand and arrange to meet with them.If you cannot find the on-call SHOs and Registrars by bleeping them, it may be they are in theatres operating. If you want to check, you should go to the Main Theatres, 1st Floor, St James’ Wing. Go to the office and ask about the CEPOD Operating List - explain you are medical students with General Surgery and looking for the on-call team - they will be able to let you know if that team is operating at the present time. CEPOD is the name for the Emergency Theatre. Only go into theatres if changed into scrubs and theatre shoes. Be aware you are entering an emergency setting, and find a quiet moment to introduce yourself if staff are in the middle of a task. The team will potentially encourage you to join them or shadow the FY1 Doctors.St George’s is a Major Trauma Centre. The General Surgery team attends Code Red Major Trauma calls. There is cross cover of on-calls and experiences will vary e.g., the on-call SHO after 8pm also covers General Surgery, Urology and Vascular.  |  |
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 **Your General Surgery Clinical Teaching Fellows:**

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