

GP Fellowship Framework Assurance Checklist

The General Practice Fellowship programme is a national commitment announced in the NHS Long Term Plan. The Fellowship is a two-year programme of support available to all newly qualified GPs working substantively in general practice.

This assurance checklist is designed for both existing career start programmes, and other employers of newly qualified GPs, so that they can ensure that their proposed programmes meet the fellowship framework guidance, and thus enable them to access funding.

Each area of the framework should be marked against your proposed model, and then submitted to the Training Hub. If you do not currently meet the framework requirements, then your local Primary Care Training Hub can guide and support you to implement the criteria locally to assure funding from the fellowship scheme.

Name: Dr R Westgate & Dr A Paik **Organisation:** Carlisle Healthcare Primary Care Network **Date:** 10/06/2021

1.0 Support & Network

Requirement	Criteria	Meets criteria
Induction	<p>The induction should be robust and allow the GP to transition from training into employment. Induction should include and not be limited to:</p> <ol style="list-style-type: none"> 1. Local Practice environment and the wider system 2. Introduction to the PCN 3. The GP should be informed of and understand the requirements of their new role in a structured and formatted way and feel confident of their ability to work safely and effectively 	<p>Meets existing programme</p> <p style="text-align: center;"> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> </p>
Brief description of how will deliver	<p>We will establish a North Cumbria GP Fellowship Programme (Hosted by Carlisle Healthcare Primary Care Network) which will support and facilitate a local induction programme to introduce fellows to North Cumbria Primary Care and Networks and the wider system. This will include a sharing of the requirements and responsibilities of both the new fellows and their employing practices. In addition the North Cumbria Fellowship Programme will employ a lead educator (Fellowship Programme Director), who will also be an accredited GP trainer to help develop and lead the programme. www.ncgpfellowship.com</p> <p>It is hoped that once signed off, this document will provide assurance to the NHS training hub that all requirements are being met for those practices who participate in the North Cumbria GP Fellowship Programme.</p>	

Mentorship	<p>Mentorship should be offered to the GP at a minimum of one hour each month by a suitably qualified mentor. The mentor should offer: -</p> <ul style="list-style-type: none"> 4. Appropriate support 5. Direction 6. Objective view on development and progress within the clinical area <p>Mentors should have completed:</p> <ul style="list-style-type: none"> 7. Level 5 ILM certificate in Coaching and Mentoring or equivalent 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Brief description of how will deliver	<p>Fellows will be offered support from multiple routes. Within their own employing practices, there will be a requirement for a minimum of 1 hour per month of coached face-to-face time with a senior clinical figure to discuss clinical and non-clinical topics across the 2 year periods.</p> <p>This will be supplemented by central co-ordination of level 5 ILM certificated GPs across our region to aid mentoring. These will be introduced early in the Fellowship and assurances made they will meet with each Fellow six, 1 hour sessions across the 2 year Fellowship.</p> <p>A senior educational lead - Fellowship Programme Director - will offer overarching support for all Fellows. Meeting with them every 2-3 months (more so if required), they will seek to ensure individual aims and objectives of the Fellowship are explored and support the development of a PDP. Over the Fellowship, they will attempt to ensure these objectives are being reached and any barriers that do come up are removed where possible.</p>	

1.0 Support & Networking

Requirement	Criteria	Meets criteria
Coaching	<p>To consider personal and career development, all GPs undertaking a Fellowship Programme should have: -</p> <ul style="list-style-type: none"> 8. Access to a qualified coach for 9. Six one-hour sessions over the fellowship period 	<p>Meets existing programme</p> <input type="checkbox"/> <input type="checkbox"/>

<p>Brief description of how will deliver</p>	<p>Fellows will be offered support from multiple routes. Within their own employing practices, there will be a requirement for a minimum of 1 hour per month of face-to-face time with a senior clinical mentor to discuss clinical and non-clinical topics across the 2 year periods</p> <p>This will be supplemented by centrally co-ordination of the level 5 ILM certificated GPs across our region. These will be introduced early in the Fellowship and assurances made they will meet with each Fellow 6 times across the 2 year Fellowship.</p> <p>A senior educational lead - Fellowship Programme Director - will offer overarching support for all Fellows. Meeting with them every 2-3 months (more so at the start), they will seek to ensure individual aims and objectives of the Fellowship are explored and support the development of a PDP. Over the Fellowship, they will attempt to ensure these objectives are being reached and any barriers that do come up are removed where possible.</p>	
<p>Peer Support</p>	<p>GPs should have access to their peers to share knowledge, experience, or practical help with each other. Peer support can consist of:</p> <p>1.11 Social media groups, informal online forums and face to face group sessions.</p>	<input type="checkbox"/>
<p>Brief description of how will deliver</p>	<p>A corner stone of this Programme is to ensure we break down barriers across a generation of newly qualified GPs, allowing the continuation of the relationships developed from those who trained together, whilst ensuring new colleagues (who've trained outside the region) are able to connect within an established network. A peer support element will be held monthly, alternating between online and face-to-face meetings. In this way, a balance can be struck between building relationships over in-person discussions, whilst appreciating the vast geography of North Cumbria.</p> <p>A MS Teams group will be created to host this online, in addition to creation of WhatsApp groups to help with impromptu discussions</p>	

2.0 Learning & Development

Requirement	Criteria	Meets criteria
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Brief description of how will deliver	<p>The Programme will work with senior leaders across both our region and nationally in the creation of a pan-regional “Next Generation GP” event run for Fellows. It will be an opportunity to learn about the leadership journey of eminent leaders, as well as appreciation over specific stated skills. Aspirations are had to help with energising and enthuse Fellows into looking at developing their own leadership journey. This will be reinforced by face-to-face session with senior figures within a Fellow’s training practice in relation to partnership learning.</p>	
Quality Improvement	<p>GPs should have the opportunity to develop skills by: -</p> <p>16. Assisting to deliver initiatives</p> <p>17. Embedding new approaches into practice</p>	<input type="checkbox"/> <input type="checkbox"/>
Brief description of how will deliver	<p>Through a combination of working both within their own employing practice as well as their wider PCN, Fellows will be offered the opportunity to work on specific areas of interest that may well be outside their immediate scope of day-time general practice. Opportunities around service development through quality improvement projects will be encouraged, in addition to a learning and understanding of specific needs from a PCN footprint. Opportunities across a region wide footprint via our CCG will also be highlighted, offering Fellows a breath of opportunity to aid their development.</p>	

Requirement	Criteria	Meets criteria
Mentoring Supervision & Coaching	<p>GPs should have opportunity to develop their personal mentoring, supervision and coaching skills initially with patients by discussing: -</p> <p>18. Lifestyle options</p> <p>19. Supporting self-care</p> <p>Future development opportunities should include: -</p> <p>20. Supporting other members of the workforce</p> <p>21. Support future fellowship scheme participants</p>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Brief description of how will deliver	<p>The programme will supply and encourage a robust support system for all Fellows to aid their mentorship and coaching, including aspects of lifestyle options and self care. This will come from face-to-face coaching and mentoring from their previous described sources, as well as regular contacts from our Fellowship Programme Director.</p> <p>Aspirations are had to develop the Programme over future years. Fellows will be encouraged to develop an in-house support network through face-to-face meeting or electronic messages to support future cohorts of Fellows.</p>	
Remote Working	<p>GPs should have access to developing new forms of consultation skills, this could include: -</p> <p>22. Understanding the appropriate culture</p> <p>23. When a patient requires a physical examination</p> <p>24. Running group on-line consultations</p>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Brief description of how will deliver	<p>During monthly peer led review sessions, opportunities will be had to discuss complex cases in addition to specific challenges around communication and examination skills - in the context of face-to-face and remote consultations. There will be opportunity for Fellows to pass on their own clinical experiences to help other Fellows learn further.</p>	

3.0 Portfolio working

Requirement	Criteria	Meets criteria
Integrated Working - PCN	<p>GPs after the first six months of the fellowship should have the opportunity to: -</p> <p>3.1 Work on a rotational basis outside of their normal practice</p>	<input type="checkbox"/>
Brief description of how will deliver	<p>The programme will work closely with PCN clinical directors to facilitate opportunities for fellows to experience primary care out with their normal practice. In time, there is aspirations for our Programme to support the development of specific clinics of interest that meets the individuals interests of Fellows balanced with the service needs of a PCN.</p>	

4.0 For completion by local Primary Care Training Hub

Requirement		Complete
Does the existing career start programme meet framework criteria?	<p style="text-align: right;">Yes</p> <p style="text-align: right;">No</p>	<input type="checkbox"/> <input type="checkbox"/>

If no, which areas of the framework do the PCTH need to support with?	Comments: -	
Signed off by	Name _____ Position _____ Signature _____ Date _____	