



North Cumbria GP Fellowship Programme

Vision

- Pan-regional system to support the integration and development of newly qualified GPs into general practice within North Cumbria

Mission

- Establishment of a physical and virtual network of newly qualified GP, offering peer support, CPD, mentorship and learning about practice and PCN workings

Background

- An outcome of the NHS “Long Term Plan”, this is a centrally funded 2 year programme supporting all newly qualified GPs working substantively in general practice.
- Centrally directed, though locally implemented. It’s been shaped by the needs and wants of newly qualified GPs in our region

Definitions

- Fellow
 - o A newly qualified GP, meeting the eligibility requirement to undertake the 2 year programme
- Fellowship Programme (“Programme”)
 - o The 2 year programme open to newly qualified GPs, designed to facilitate their introduction to general practice post CCT through a support, learning and development of clinical and non-clinical facets of today’s general practice
- Fellowship Programme Director (FPD)
 - o Overarching lead for the programme
 - o Offering senior educational input into the development and evolution of the Programme

Participant Eligibility

- Newly qualified GPs in their first 12 months since qualifying



- Offer extended to 18 months post training in the instances of extended leaves: maternity/paternity/adoption, sickness/caring leaves
- Hold a substantive GMS contract to deliver service – partnership or salaried

Sections of Fellowship (Graphic useful here)

- “Peer Learning”
 - Difficult case reviews and clinical guideline updates
 - Purely peer led via an action learning set – combination of virtual and face-to-face discussions
 - Peer facilitated but supervised by a FPD
 - Delivery – Monthly meets, alternating between virtual and F2F events
- “Partnership Learning”
 - Time with practice partners and/or practice manager to further learning of GP partnership skills, including legalities, HR and patient engagement
 - Delivery – Minimum 1 hour per month of F2F time within the practice
 - Opportunity to learn from leadership journey of eminent local and regional leaders. Example topics: Barriers to change, influencing others and NHS transition
 - Delivery – Network led, monthly meets, alternating between virtual and F2F events
- “Personalised Mentoring”
 - Access to six, 1 hour sessions, with a qualified coach to allow discussions over personal and professional development
 - Delivery – Majority of mentors in the NE, virtually held
- “PCN Learning”
 - PCN focused, opportunity for fellows to partake in an area of interest
 - Delivery – Evolving opportunities, initially focused on appreciating different workings across a PCN, evolving into specific service delivery. Eg: care home lead through to speciality interests

Roles & Responsibilities

Fellowship Network



- The “home” to the Fellowship Programme
- Liaise with practice managers to offer support through the application process for Fellows
- Liaise with PCN leaders to facilitate PCN opportunities for fellows
- Development and implementation of physical/virtual peer facilitated learning events, on a monthly basis
- Development and implement physical/virtual leadership learning, supplementing learning offered by practice clinicians to fellows
- Offer a platform for peer support and sharing of learning within an inviting, friendly arena, supported with complimentary social events

Carlisle Healthcare

- Administrative and logistical hub for Fellowship Network
- Pay Fellows/FPD and provide monetary and logistical support for the Fellowship Network
- Offer administrative support for Fellows and FPD

Health Education North East (HENE)

- Recruitment body for prospective applicants
- Assurance body to ensure practice meet the requirements of supporting a Fellow at the point of a Fellow application
- Assure the Fellowship Programme on behalf of NHS England, through quarterly feedback processes from Fellows

GP Fellow

- Approach their practice to seek application to the Fellowship Programme
- Commitment to 2 year Programme, though non-contractile
- Participate in all four themes of the fellowship, though flexible to ensure own development and interests are accommodated
- Formulation of “personal development plan” (PDP) based around four themes of the fellowship, shared with the FPD to allow for the System to offer targeted support
- Engaged with continued feedback of the programme to allow constant evolution and development, as well as feedback to HENE’s periodic validation of the programme
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Practice Clinicians – GP Partner/Trainer



- Offer face-to-face, minimum 1 hour per month, to further the knowledge and understanding of GP partnership. Fellow focused, with flexibility to meet an individual's PDP and uniqueness of the individual practice
 - o Examples: legalities of practice, HR and patient engagement

Practice Managers

- Applies on behalf of Fellow, onto the Fellowship Programme
- Ensures protected time for Fellows to undertake fellowship related CPD session and PCN portfolio/rotational opportunities, both within and outside of the practice
- Support practice clinicians with GP Partnership and practice management learning
- Forward fellowship monies to Carlisle Healthcare to allow for payment of Fellows and funding the Fellowship Network

Fellowship Programme Director

- Lead the Fellowship Network, ensuring it meets the assurance requirements set out by NHS England, monitored by Health Education North East
- Meet with Fellows at the beginning of the Programme and every 4 months, to ensure the Programme continues to meet the needs of the individual
- Allow for any targeted support to be offered to an individual
- Attend monthly Fellowship Network physical or virtual meetings
- Support the peer facilitation of learning events, including CPD/case reviews and leadership learning

Lead GP

- To help establish the GP Fellowship across North Cumbria and build a sustainable infrastructure
- To support the Fellowship Programme Director with day-to-day delivery of the programme
- To support the creation of content for learning & development. For example - peer learning sessions

GP Mentors

- ILM level 5 trained GPs, based across North Cumbria and the North East
- Facilitates independent, coaching session to discuss a Fellow's personal and professional development throughout the Programme

Fellowship Network Administrator

- The primary contact hub to the Fellowship Programme
- Provide administrative support for Fellows and FPD



- Organise virtual and physical meeting dates/venues
- Ensure clear illustration had over monies used to fund the Programme
- Facilitates the feedback processes required by HENE as part of the assurance process
- Create and maintain the Programme website and social media channels

Finances

- Fellowship Programme is being centrally funded by NHS England
- Per each Fellow.
 - Based upon “Full Time” working, 37.5 hours or 9x 4 hours 10mins sessions per week.
 - Fellow Reimbursement - £7,200 /12 months
 - Practice Reimbursement - £1000 /12 month
 - Fellowship Programme Delivery - £2,000 /12 month
- Fellow Reimbursement
 - Payment for partaking in the Fellowship Programme
 - Reimbursement for 1 session per week (4 hours 10 minutes /52 weeks)
 - Less than full time Fellows to be paid on a pro-rata basis
 - Full amount will be paid to individual practices on a quarterly basis from HENE
 - Funds are to be transferred to Carlisle Healthcare for payment to individual Fellows and funding Programme
- Practice Reimbursement
 - Payment for partaking in Fellow’s “Partnership Learning”, undertaken monthly within their home practice
- Fellowship Programme Delivery
 - Funds to be used to pay:
 - FPD – 2 sessions monthly
 - Programme administrator – 20 hours monthly
 - Venue hire for face-to-face meeting with Fellowship



Fellowship Programme

- Leadership
 - GP lead
 - Fellowship Programme Director
- Structure
 - Undertake “Peer Learning” and some aspects of “Partnership Learning”
 - Fellow gatherings to be held physically and virtually on alternating months, dictated by COVID restrictions
 - Virtual Meets
 - MS Teams network, facilitating virtual gathering to meet the objectives of the Programme
 - Physical Meets
 - Centralised venues within the region, offering half day gatherings to meet the objectives of the Programme
 - Facilitate social facets of the Programme
- Learning Events
 - Peer Learning
 - Once monthly
 - Topics to be dictated by the learning needs of the Fellows, through analysis of PDPs and survey
 - Pre-reading to be created by the GP Lead, based upon current clinical guidelines and established good practice
 - Either virtual or physical gatherings to allow for 1.5 hour discussions
 - Facilitated by GP lead, supported by FPD
 - Scope for other Fellows to take lead with facilitation as Programme develops
- Branding & Marketing
 - Formal branding pending
 - Website and social media channels to be operational, following the evolution of the programme and being a point of contact for interested individuals

Human Resources



- Lead FPD
 - Roles & Responsibilities
 - Lead the Fellowship Network, ensuring it meets the assurance requirements set out by NHS England, monitored by Health Education North East
 - Meet with Fellows at the beginning of the Programme and every 4 months, to ensure the Programme continues to meet the needs of the individual
 - Allow for any targeted support to be offered to an individual
 - Attend monthly Fellowship Network physical or virtual meetings
 - Support the peer facilitation of learning events, including CPD/case reviews and leadership learning
 - Job description (JD to be drafted) draw on the FPD job description for the School of Primary Care)
 - Recruitment process
 - Advert to be written
 - JD (draft agreed)
 - Advertise through GP Trainer networks locally/ formal and informal
 - Job plan – Zero hours contract
 - Development role, emerging as system grows
 - Reimbursement
 - 2 sessions per month
 - Rate: XXX
- GP Lead
 - Roles & Responsibilities
 - To help establish the GP Fellowship across North Cumbria and build a sustainable infrastructure
 - To support the Fellowship Programme Director with day-to-day delivery of the programme
 - To support the creation of content for learning & development for example - peer learning sessions
 - To lead and facilitate on-line and face to face sessions with Fellows
 - Recruitment process
 - Already in place – Amit Paik



- Job plan
 - 4 sessions per month
- Reimbursement
 - Same as Fellow rates
- Admin
 - Roles & Responsibilities
 - The primary contact hub to the Fellowship Programme
 - Provide administrative support for Fellows and FPD
 - Organise virtual and physical meeting dates/venues, based upon fellow, GP lead and FPD availability
 - Liaise with external speakers as part of meeting dates
 - Ensure clear illustration had over monies used to fund the Programme
 - Facilitates the feedback processes required by HENE as part of the assurance process
 - Create and maintain the Programme website and social media channels
 - Recruitment process
 - Already in place
 - Job plan
 - 20 hours per month, for 12 months
 - Reimbursement
 - £5,000 (CCG funds-pump priming funds to establish the Programme) available to cover salary costs.
- Individual Fellows
 - Roles & Responsibilities
 - Approach their practice to seek application to the Fellowship Programme
 - Commitment to 2 year Programme, though non-contractile
 - Participate in all four themes of the fellowship, though flexible to ensure own development and interests are accommodated
 - Formulation of “personal development plan” (PDP) based around four themes of the fellowship, shared with the FPD to allow for the System to offer targeted support



- Engaged with continued feedback of the programme to allow constant evolution and development, as well as feedback to HENE's periodic validation of the programme
- Recruitment process
 - Submission of application to HENE via individual practice
- Job plan
 - 4 session per month, for 2 years
 - Less than full time – job plan on pro-rata basis
- Reimbursement
 - Full time - £7,200 per 12 months
 - Less than full time – reimbursement pro-rata basis