SPECIALTY TRAINING PROGRAMME IN NEUROLOGY IN HEALTH EDUCATION WESSEX

This is a 5 year training programme in Neurology at ST3 aimed at doctors who can demonstrate the essential competences to enter this level of training. The programme is designed to support training for a CCT in Neurology. Details of essential competences and qualifications are detailed in the HEE person specification for Neurology at ST3 which is available from http://specialtytraining.hee.nhs.uk/

The programme is based in hospitals in Health Education Wessex including:

<table>
<thead>
<tr>
<th>HOSPITAL</th>
<th>LOCATION</th>
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<tbody>
<tr>
<td>Southampton General Hospital</td>
<td>Southampton</td>
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<tr>
<td>Queen Alexandra Hospital</td>
<td>Portsmouth</td>
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<tr>
<td>Poole General Hospital</td>
<td>Poole</td>
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Health Education Wessex is responsible for the planning, development, education and training of the healthcare and public health workforce across Hampshire, Dorset, Isle of Wight and Salisbury. We also provide medical training for the States of Jersey and GP appraisal services for Jersey and Guernsey. We believe that the key to improving the health and healthcare of the 2.8 million people living in Wessex is investment in the skills and values of the 52,000 people working in the NHS and in primary care.

Within the field of postgraduate medical education and training, we manage across primary and secondary care for these health communities – totalling around 2,400 doctors in training at any one time across 12 Trusts and 160 GP practices. In
addition, we support the workforce development for GP Practice Nurses and Public Health practitioners as well managing a bespoke GP appraisal service for established GP Practitioners to meet the requirements for revalidation in accordance with the statutory requirements set by the General Medical Council.

We manage training programmes for postgraduate medical training according to the statutory standards set by the General Medical Council (GMC) and have responsibility for establishing and maintaining quality management systems for all posts and programmes as required by the GMC.

The work of Health Education Wessex is guided by the principles embedded within the NHS constitution.

**Rotation Information**

**Wessex Neurological Centre**
The Specialist Registrar training in Neurology is based in the Wessex Neurological Centre, which is a major Regional Neurosciences Centre with Neurosurgery. General Neurological training is offered in the setting of a District General Hospital as well as within the Regional Centre.

One year of the training programme will be spent at a DGH currently Poole Hospital or Queen Alexandra Hospital, Portsmouth. Training is provided in all the major neurosciences including neurological intensive care and there is a comprehensive range of specialist services in the neurological sub-specialties.

**Staff**
23 Consultants in Neurology
3 Consultants in Neuropathology
8 Consultants in Neuroradiology.
4 Consultants in Neurophysiology
12 Consultants in Neurosurgery
9 Specialist Registrars
3 Senior House Officers

Training Programme

Training is based at the Wessex Neurological Centre. Broad experience in the neurosciences is provided by virtue of a "hub and spoke" principle in the provision of neurological service and the presence of a major neurosurgical centre.

Continuous training in general neurology is provided throughout the programme. The service commitment to general neurological out-patients includes, on average, two and a half clinics per week. There are currently six weekly general neurological out-patient clinics. Trainees will attend clinics held by individual Consultants in rotation, normally at four monthly intervals.

The neurological in-patient service is divided into work-based roles. These cover: main neurology ward, short-stay and day case wards, clinic (including specialist muscle and epilepsy clinics), stroke, medical liaison, senior registrar and sabbatical. Trainees will rotate between these roles every 2-4 months. The stroke role is (4-6months), and the senior registrar and sabbatical roles are only available to trainees in their last 2 years of training.. The senior registrar will give advice at intermediate level on difficult cases.

In certain sub-specialties continuous training is given throughout the programme. In particular, trainees attend weekly meetings in neuroradiology and have regular exposure to neuropathology and neuro-physiology.
Continuous training is provided in the neurosciences at the weekly combined neurosciences half-day meetings. Trainees are expected to present cases at grand rounds and to attend presentations in research and by visiting speakers. The programme includes presentations in paediatric neurology.

Trainees will be involved in audit throughout the programme and expected to present their results at the academic half-day meeting.

In addition to training in general neurology, the programme allows for career development on a year by year basis:
(a) Attachment to sub-specialties including neurophysiology, neurosurgery and neurorehabilitation;

• Increasing clinical responsibility for the provision of a ward referral service within the Southampton University Hospitals NHS Trust.
• A sabbatical period in the last 2 years of training.

Within small specialties such as neurology "bunching" of trainees may occur within the separate years of the programme. The yearly programme outlined below is, therefore, a guide and flexibility may be required, particularly between years 1 and 2 and years 3, 4 & 5.

A programme of organised neurology curriculum teaching has been arranged through the Wessex Courses Centre in the Postgraduate Dean's Office. There are monthly sessions which are attended by Specialist Registrars from Oxford and Southampton. The course follows the National Curriculum of the ABN and takes place in Southampton or Oxford alternately.
Subspecialty Training and Career Development

- One year of the training programme will be spent at Poole Hospital or Queen Alexandra Hospital, Portsmouth with weekly attendance at the academic half-day and participation in the on-call rota at Southampton.
- An attachment to neurophysiology while at the DGH will be equivalent to a weekly half-day basis to gain experience in EEG reporting and the techniques of nerve conduction study and EMG.
- Trainees will be expected to provide a ward referral service within the Neurological Centre and the Southampton University Hospitals under consultant supervision (medical liaison role).

Attachments will initially be available to specialist out-patient clinics in the following.

(a) Vascular disease
(b) Movement disorder, including the technique for Botulinum toxin injection
(c) Cognitive disorders
(d) Neurogenetics
(e) Peripheral nerve
(f) Multiple Sclerosis
(g) Epilepsy
(h) Myasthenia
(i) Muscle disease
(j) Motor Neurone Disease

Attachments to specialist clinics will be for training purposes primarily and it is not envisaged that there will be continuous attachment for service commitment. During the year, attendance at the muscle and epilepsy specialist clinic will be expected.
during the clinic attachment. All registrars will be trained in the technique of giving Botulinum toxin injections and will participate in the monthly Friday morning clinics.

During training registrars can also expect:
(a) An attachment in neurological rehabilitation.
(b) Attendance at neuroradiological procedures including angiography and neurophysiological procedures including evoked potentials, EEG and EMG.
(c) Attendance in theatre for neurosurgical procedures on appropriate cases.

The programme may lead to recommendation of trainees for the award of a CCT after 4 years. It may, however, be appropriate for training to continue during a fifth year.

Training this year is designed to be flexible according to the needs of trainees with advice from the Programme Director. Provision can be made for:
(a) Research/training in research methods
(b) Development of sub-specialist training

Poole Hospital/QA Hospital
Trainees will spend one year of training at Poole or Portsmouth Hospital. The unit provides experience in general neurology and in sub-specialty neurology, particularly in neurophysiology.

Staff

4 Consultants in Neurology
2. Consultants in Neurophysiology
1 Visiting Consultants in Neurosurgery
1-2 Consultant(s) in Rehabilitation
2 Trainees in Neurology: 1 full-time Neurology F2 (Poole only) and 1 full-time SpR
Advanced Neurology
Attendance at two advanced courses during the five years is expected. The advanced neurology course held annually in Edinburgh is recommended. Trainees should also be expected to attend scientific meetings of the Association of British Neurologists.

Assessment
In addition to annual assessment by interview, trainees will be expected to enroll on e-portfolio and keep a record of the training and should include details of service commitments to out-patients and in-patients, as well as details of clinical attachments and attendance at academic meetings and courses.

Teaching
The Specialist Registrars are expected to take part in regular teaching of Junior Doctors and Undergraduates. They may also be asked to give occasional lectures to nurses and other paraclinical groups.

Hours
Junior Doctors hours are constantly under review throughout all hospitals in Wessex; on call / shift commitments are therefore subject to change. Banding arrangements may differ as individual Trusts determine rotas at local level. Full details of banding are available from the Medical Personnel Department of the relevant Trust.

Emergencies
The Specialist Registrar accepts that he/she will also perform duties in occasional emergencies at the request of the appropriate consultant: In consultation, where practicable, with his/her colleagues both senior and junior. It has been agreed
between the profession and the department that while juniors accept that they will perform such duties, the Secretary of State stresses that additional commitments arising under this sub section are exceptional and in particular, that juniors should not be required to undertake work of this kind for prolonged periods on a regular basis.

**Weekly Timetable**

**Wessex Neurological Centre, Southampton**

**Main neurology ward registrar**
- clinic Thurs am
- X-ray meetings = Mon / Tues at 2pm, Wed at 1:30pm and Thurs at 4pm
- Daily Consultant ward rounds in the afternoons and Friday mornings
- Admin / ward work Mon - Wed mornings

**Short-stay / day-case registrar**
- clinics Tues and Wed am, plus monthly Botulinum toxin clinics
- X-ray meetings = Mon / Tues at 2pm, Wed at 1:30pm and Thurs at 4pm
- Daily Consultant ward rounds in the afternoons and Friday mornings
- Admin / ward work Mon / Thurs mornings

**Clinic registrar**
- 2 general plus 2 specialist (muscle and epilepsy) clinics per week
- monthly Botulinum toxin clinics
- X-ray meetings = Mon / Tues at 2pm, Wed at 1:30pm and Thurs at 4pm
- Admin = afternoons
Other roles include stroke, medical liaison, senior registrar and sabbatical.

**Poole Hospital**

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<thead>
<tr>
<th>Day</th>
<th>AM</th>
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<tr>
<td>Monday</td>
<td>General Neurological Out-patient Clinic</td>
<td>Specialist Clinic</td>
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<tr>
<td>Tuesday</td>
<td>Ward Work</td>
<td>Audits/Admin</td>
</tr>
<tr>
<td>Wednesday</td>
<td>Neurosurgery/Radiology Meeting  Ward Round</td>
<td>Neurology Outpatient Clinic</td>
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<tr>
<td>Thursday</td>
<td>Neurological Rehabilitation Ward Round</td>
<td>Neurophysiology</td>
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<tr>
<td>Friday</td>
<td>Study/Research</td>
<td>Academic half-day (WNC)</td>
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**Queen Alexandra Hospital**

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<tr>
<td>Monday</td>
<td>General Neurological Out-patient Clinic</td>
<td>Radiology meeting / ward referrals</td>
</tr>
<tr>
<td>Tuesday</td>
<td>Neurophysiology</td>
<td>Ward referrals / admin</td>
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<tr>
<td>Wednesday</td>
<td>Neuro-rehabilitation</td>
<td>Ward referrals / admin</td>
</tr>
<tr>
<td>Thursday</td>
<td>General Neurological Out-patient Clinic</td>
<td>Ward referrals / admin</td>
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**Study and Training**

The primary aim of all posts is the training programme developed and there is a region wide syllabus and minimum standards of education agreed by all Trusts within the rotation.
Health Education Wessex is committed to developing postgraduate training programmes as laid down by GMC, Colleges and Faculties and by COPMED - the Postgraduate Deans Network. At local level college/specialty tutors work with the Programme Director and Directors of Medical Education in supervising these programmes. Trainees will be expected to take part in these programmes (including audit) and to attend meetings with their nominated educational supervisor.

All posts within the training programme are recognised for postgraduate training by the General Medical Council (GMC) in accordance with their standards for training. Study leave is granted in accordance with Deanery/Trust policy and are subject to the maintenance of the service.

All posts have a service element and the following covers the majority of duties. There will be minor variations in different hospitals but the list is aimed at covering the majority of duties:

1. Supervise, monitor and assist the House Officer (F1) in the day-to-day management of in-patients in posts with an attached F1.
2. Liaise between nurses, F1 and F2 Doctors, patients, relatives and senior medical staff.
3. Attend and participate in ward rounds as timetabled
4. Attend outpatient clinics.
5. Take part in rostered emergency work.
6. Dictate discharge summaries.
7. Study for higher examination and maintain continued professional development.
8. Attend weekly educational and multidisciplinary sessions.
9. Undertake audit at various times throughout the rotations.
10. Teach medical students as directed.
11. Co-operate with members of the personnel department when monitoring hours of work and other personnel issues.

12. Attend induction in each hospital or new department

13. Comply with all local policies including dress code, annual and study leave

**Main Conditions of Service**

The posts are whole-time and the appointments are subject to:

1. The Terms and Conditions of Service (TCS) for Hospital Medical and Dental Staff (England and Wales)
2. Satisfactory registration with the General Medical Council
3. Medical Fitness – You may be required to undergo a medical examination and chest x-ray. Potential applicants should be aware of the Department of Health and GMC/GDC requirements with regards to HIV/AIDS and Hepatitis viruses. Candidates must be immune to Hepatitis B. You will be required to provide, in advance of appointment, evidence of immunity or have a local blood test (as deemed necessary by the Occupational Health Department)
4. Right to work in the UK
5. Criminal Records Check/POCA check carried out by the Trust Medical HR department.
6. Pre-employment checks carried out by the Trust Medical HR department.

**Hours**

The working hours for junior doctors in training are now 48-hours averaged over 26 weeks (six months). Doctors in training also have an individual right to opt-out if they choose to do so, but they cannot opt-out of rest break or leave requirements. However, the contracts for doctors in training make clear that overall hours must not exceed 56 hours in a week (New Deal Contract requirements) across all their employments and any locum work they do: [http://www.nhsemployers.org/your-workforce/need-to-know/european-working-time-directive](http://www.nhsemployers.org/your-workforce/need-to-know/european-working-time-directive).
Pay
You should be paid monthly at the rates set out in the national terms and conditions of service for hospital medical and dental staff and doctors in public health medicine and the community health service (England and Wales), “the TCS”, as amended from time to time. The pay scales are reviewed annually. Current rates of pay may be viewed at: http://www.nhsemployers.org/your-workforce/pay-and-reward/pay/agenda-for-change-pay. Part-time posts will be paid pro-rata.

Pay supplement
Depending upon the working pattern and hours of duty you are contracted to undertake by the employer you should be paid a monthly additional pay supplement at the rates set out in paragraph 22 of the TCS. The current pay scales may be viewed at: http://www.nhsemployers.org/. The pay supplement is not reckonable for NHS pension purposes. The pay supplement will be determined by the employer and should be made clear in their offer of employment and subject to monitoring.

Pension
You will be entitled to join or continue as a member of the NHS Pension Scheme, subject to its terms and rules, which may be amended from time to time.

Annual leave
Your entitlement to annual leave will be five or six weeks per annum depending upon your previous service/incremental point, as set out in paragraphs 205 – 206 of the TCS.


Sick pay
Entitlements are outlined in paragraphs 225-240 of the TCS.

Notice
You will be required to give your employer and entitled to receive from them notice in accordance with paragraphs 195 – 196 of the TCS.
Study leave

The employer is expected to offer study leave in accordance with paragraphs 250 – 254 of the TCS. Local policy and procedure will be explained at your induction.

Travel expenses

The employer is expected to offer travel expenses in accordance with paragraphs 277 – 308 of the TCS for journeys incurred in performing your duties. Local policy and procedure will be explained at induction.

Subsistence expenses

The employer is expected to offer subsistence expenses in accordance with paragraph 311 of the TCS. Local policy and procedure will be explained at induction.

Relocation expenses

The employer will have a local policy for relocation expenses based on paragraphs 314 – 315 of the TCS and national guidance at: http://www.nhsemployers.org/your-workforce/pay-and-reward/nhs-terms-and-conditions/junior-doctors-dentists-gp-registrars. You are advised to check eligibility and confirm any entitlement with the employer before incurring any expenditure. In addition to local policy there is Deanery guidance which can be viewed on www.wessexdeanery.nhs.uk

Pre-employment checks

All NHS employers are required to undertake pre-employment checks. The employer will confirm their local arrangements expected to be in line with national guidance at: http://www.nhsemployers.org/your-workforce/recruit/employment-checks.

Professional registration

It will be a requirement of employment that you have professional registration with the GMC for the duration of your employment.

Health and safety

All employers have a duty to protect their workers from harm. You will be advised by the employer of local policies and procedures intended to protect your health and safety and to comply with these.
Disciplinary and grievance procedures

The employer will have local policies and procedures for dealing with any disciplinary concerns or grievances you may have. They will advise you how to access these, not later than eight weeks after commencement of employment.

Educational supervisor

The employer will confirm your supervisor on commencement.

General information

Health Education Wessex’s management of Specialty Training programmes, including issues such as taking time out of programme and dealing with concerns or complaints, is available at www.wessexdeanery.nhs.uk and in the national ‘Gold guide’ to Specialty Training at: http://specialtytraining.hee.nhs.uk/news/the-gold-guide/.