Externality

Quality management and control of specialty training

Approved by the Oxford Deanery Executive Team
29 June 2009

Review date: June 2010
Introduction

1. The Oxford Deanery has external input into its quality management processes.

2. External scrutiny of those processes comes, ultimately, from the regulator – currently the PMETB. However the Deanery may, from time to time, invite others to undertake external reviews.

3. The PMETB, in its Quality Framework\(^1\), states that:

   ‘External advisers must have appropriate expertise and be independent of the Deanery.

   Medical external advisers will have expertise appropriate for the programme, course of school being considered and will normally be drawn from colleges, faculties or specialty associations.

   Deaneries must be able to demonstrate that all external advisers are independent of the programme, school or deanery, have the relevant expertise and have no conflicts of interest’.

Principles

4. The Oxford Deanery has agreed the following principles in relation to external input into its quality management processes. External advisers should:

   i. be independent of the Deanery or the School, as appropriate, depending on the activity with which they are engaged;

   ii. not be involved in an activity where there is a real or perceived conflict of interest;

   iii. have the knowledge and expertise necessary to make a full contribution to the process;

   iv. cease to make an input into a process when and if they have been involved to such an extent that they cease to be able to provide a truly independent and external perspective;

   v. routinely evaluate for the Deanery the processes with which they are involved;

   vi. if possible, be involved in a range of Deanery quality management processes on a regular basis;

   vii. if they have serious concerns about a process and/or the quality of specialty training the Deanery report those concerns to the relevant Head of School and or Dean; if they believe

\(^1\) Pmetb.org.uk/fileadmin/user/QA/QF_Consultation/Quality_Framework_Autumn_07.pdf
that the Head of School or Dean has failed to take appropriate action, report those concerns to the PMETB.

**Current external input to Deanery quality management**

5. External input into the Oxford Deanery’s quality management processes should be commensurate with the level of expertise and importance of the deanery activity, and currently comes from:

- medical royal colleges
- the Deanery’s lay assessor team
- cross representation between Deanery schools

**Medical royal colleges**

6. School Boards and Deanery Approval Committees must include royal college representatives in their membership.

7. Secondary care colleges have a presence in local NHS training providers in the form of college tutors, specialty or regional advisers.

8. Increasing numbers of specialties include royal college external assessors in their ARCP processes, and often provide an external report on the process to the college and deanery

**Lay assessors**

10. Lay assessors participate in School Boards, trainee selection panels, ARCP panels and Deanery Approval Committees.

11. Lay assessors participate in School-led visits to training providers.

12. A forum is organised by the Deanery for lay assessors to provide external feedback on all the deanery processes in which they participate, and promote quality improvement

**Cross representation between schools**

13. Heads of School sit on the Boards of other Schools in the Deanery.

14. Every Deanery Approval Committee includes in its membership at least one Head of School from a specialty not being discussed.

**Future external input to Deanery quality management**

15. The Deanery will be considering:
i. How to define and source external medical royal college input;

ii. How to ensure that lay assessors maintain independence and objectivity over time;

iii. Whether external input needs to be a routine part of key processes or, alternatively, whether external advisers need only sample certain processes from time to time;

iv. Whether there are other types of external adviser the Deanery could use to scrutinise its processes, routinely or from time to time, for example senior colleagues from other deaneries.

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June 2009

2 Experience has shown that Royal College representation should come from outside the Deanery to avoid conflicts of interest.