Welcome to the latest edition of the Wessex Professional Support Unit Newsletter. We will update you on events and developments made over the last few months.

**Supporting a trainee with Asperger’s to write reflectively – the ‘debrief model’**

In our March newsletter we provided advice from our expert resource for the diagnosis of Asperger’s - Dr Stefan Gleeson – on the support an educator can give someone with Asperger’s to develop their ability to write reflectively.

The ‘debrief model’ can be a useful model to follow where structure is needed. However, it would be important to emphasise that they may not need to fill out every “box”, as the model is only meant to be a guide, not a protocol to provide tick boxes for. The model is as follows:

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<tbody>
<tr>
<td><strong>D</strong></td>
<td><strong>Describe</strong></td>
<td>What actually happened? Provide the facts</td>
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<tr>
<td><strong>E</strong></td>
<td><strong>Evaluate</strong></td>
<td>What went well?</td>
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<td></td>
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<td>From whose point of view?</td>
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<td></td>
<td></td>
<td>What could be better next time?</td>
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<td></td>
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<td>How will you know?</td>
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<tr>
<td><strong>B</strong></td>
<td><strong>Bring out</strong></td>
<td>What were the emotions/values/beliefs/ assumptions that underpinned your actions?</td>
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<td></td>
<td></td>
<td>How was it for the key stakeholders?</td>
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<tr>
<td><strong>R</strong></td>
<td><strong>Review</strong></td>
<td>In light of previous experience, how did this compare? Are there any patterns emerging?</td>
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<td></td>
<td></td>
<td>How might another team have done this work?</td>
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<td></td>
<td></td>
<td>Is there anything you might like to research/investigate further that could help you in this (articles, colleagues to talk to, google etc.)?</td>
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<tr>
<td><strong>I</strong></td>
<td><strong>Identify</strong></td>
<td>What are the lessons learned?</td>
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<td>How will you share this learning with others?</td>
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<tr>
<td><strong>E</strong></td>
<td><strong>Establish</strong></td>
<td>What follow up actions are needed?</td>
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<td>Who needs to be involved?</td>
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<tr>
<td><strong>F</strong></td>
<td><strong>Feedback</strong></td>
<td>How are you going to get feedback on actions, changes and developments?</td>
</tr>
</tbody>
</table>

Dr Stefan Gleeson
PSU Virtual Support Group
Trainee confidentiality

The PSU regularly reviews trainee confidentiality and to this end has developed a new process which involves password protecting confidential documents sent via email.

In particular this would apply to the Referral Form – Form A, and the Supervisor Assessment Form - Form B. Both forms are sent to the PSU at the point of referral. Referrers are now asked to password protect their forms before sending them to the PSU and then send a separate email containing the password.

The new password protection rules will also apply to the proposed individual support plan which is known as Form C when it is shared with trainees and other agreed parties (if applicable).

In order to password protect your document please follow these steps:

- Go to File > Info > Protect Document > Encrypt with Password
- Enter your password > click ‘OK’
- You will be asked to re-enter the password > click ‘OK’
- The document is now password protected
- When you inform the recipient of the password ensure you send this in a separate email

PSU Quality and Governance Meeting – 2 May 2017

Every 6 months the PSU Wessex Quality and Governance Group meets to monitor the quality and governance aspects of the work of the Professional Support Unit (PSU) including:

- PSU Activity and Outcomes
- Quality of PSU Case Management
- Quality of Virtual Support Group Contributions
- Risk Management
- Information Governance
- Financial and Resource Management.

On 2 May 2017 the Group met to review the 2016/17 financial year.

The PSU recorded its highest number of referrals in 2016/17 with a total of 129 new cases. Coupled with open cases carried forward from 2015/16, the PSU had a total of 283 active cases during 2016/17.

The graph below shows the monthly trend of activity for old vs new cases.

The next graph shows the reasons for new referrals made during 2016/17, along with the male/female split.
Referrals are made to our Virtual Support Group (VSG) experts for a number of reasons. The pie chart below provides a breakdown of referrals to the VSG of open cases.

Finally, the pie chart below shows referrals by the stage of training. You will see this demonstrates that the highest number of referrals in 2016/17 was generated during Core Training (CT and ST 1-2), but the number of referrals from the Foundation Programme also increased significantly compared to the previous year, especially from Foundation Year 1.
Contact us

You can contact the Professional Support Unit whenever you have a query relating to our work, or if you’re looking for advice on a referral or active case.

If you have a general query you may find the answer on our web pages: http://www.wessexdeanery.nhs.uk/support/support/professional_support_unit.aspx

Alternatively you can contact us individually as below:

Mrs Julie Worthington, PSU Administrator: julie.worthington@hee.nhs.uk or 01962 718428

Miss Sellene Clark, Temporary PSU Administrator: sellene.clark@hee.nhs.uk or 01962 718428

Miss Claire Francis, Temporary PSU and Revalidation Assistant Manager claire.francis@hee.nhs.uk or 01962 718413

Dr Richard Mann, Consultant for Professional Support: richard.mann@nhs.net

Dr Rosie Lusznat, Associate Dean for Professional Development: rosie.lusznat@hee.nhs.uk or 01962 718417

Dates for the diary

Case Manager Peer Supervision Meetings
22 June 2017
22 August 2017
25 October 2017
14 December 2017

PSU Development Day
26 July 2017

PSU Reference Group
5 December 2017

Quality & Governance meeting
2 November 2017