Trainees Acting up as Consultants

Wessex Deanery Policy and Guidelines

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Introduction

Within the last twelve months of their training, a trainee may be asked, by the Trust with whom they are employed or another Trust, to act up into the role of a consultant. This can be for a maximum of three months (whole time equivalent) and will count toward the trainee’s CCT/CESR.

Scope

Invitations for trainees to act up as consultants are issued in exceptional circumstances. These may include, for example:

- The consultant going on maternity leave or extended sick leave
- The Trust inviting the trainee to act up prior to being offered a substantive consultant appointment

Invitations to act up are not available to all trainees and are only possible if the opportunity arises and the employing trust, or another trust, extends an invitation.

Invitations to act up are normally only issued within the Deanery area, not within a hospital covered by another Deanery.

Duties and responsibilities

The Trainee

The trainee must provide the Deanery with adequate notice of their wish to accept an invitation to act up as a consultant.

They must complete the relevant application form.

Having completed the application form the trainee must then have it signed by each of the following:

- Educational Supervisor/s
- Programme Director
- Regional Specialty Advisor
The trainee must then send the signed and completed form to the relevant Specialty Programme Manager at Wessex Deanery for checking and a final signature from the Postgraduate Dean.

At the end of the three month acting up period the trainee may either be appointed to a consultant post or may return to be a trainee.

If the trainee is not returning to be a trainee, ie they have been appointed to the consultant post, they must give the Deanery and their employing Trust, 3 months notice of their intention.

**The Deanery**

If the acting up role is within a Trust outside of the Deanery, confirmation of the invitation will be sought from the inviting Trust. In this situation the Deanery will also seek the approval of the Postgraduate Medical Education and Training Board (PMETB). This may take extra time.

Providing all the correct details have been completed on the application form, the Programme Manager will forward it to the Postgraduate Dean for signature.

During the acting up period the Deanery expects the trainee to remain under an Educational Supervisor, including during out of hours or on-call work. During on-call work there would be a consultant available on the telephone.

The Deanery will receive a report from the Educational Supervisor at the end of the acting up period.

The Deanery will not necessarily provide back-fill for the trainee who is accepting the invitation to act up.