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JRCPTB News

Special points of interest:

- New GIM curriculum
- ePortfolio update
- Project 2010
- Annual Specialty Reports

Welcome to the Joint Royal Colleges of Physicians Training Board 2009 summer newsletter. The purpose of this newsletter is to update you on the latest developments at the JRCPTB following our recent restructure. Also included is an up to date list of staff and their contact details. The last few months have been a busy time for us and we would like to thank you for your patience while we have completed this important reorganisation. The new departmental structure will enable us to provide greater focus on the key areas of our business.

We now have dedicated teams who look after enrolment, ePortfolio, training and certification, Specialist Advisory Committees, quality management of training programmes and communications. More information on who to contact in each of these teams can be found on pages 4 and 5.

The important work of rewriting all specialty curricula to meet PMETB's 17 standards for curricula and assessment continues in readiness for their submission for approval in

October.

A new GIM curriculum has also just been published which will enable trainees to again achieve a dual CCT in a specialty and General Internal Medicine.

We hope you find our newsletter informative and if you have any comments or questions please contact us at PTB@jrcptb.org.uk.

The JRCPTB team

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New 2009 General Internal Medicine Curriculum

The Joint Royal Colleges of Physicians Training Board (JRCPTB) is pleased to announce the new curriculum for General Internal Medicine (GIM). This curriculum, from August 2009, will replace the GIM (Acute) Medicine curriculum and will allow trainees once again to achieve a dual CCT in their specialty and General Internal Medicine.

The current GIM (Acute) Medicine Curriculum was introduced in 2007 to satisfy the demand for physicians trained with appropriate skills to lead

acute medical admission units. It explicitly stated how progression would occur through the different levels of the spiral curriculum.

This new curriculum has been produced to meet the needs of patients (as identified by the service), for physicians to manage and enhance patient care in acute medical units. The new curriculum also addresses concerns expressed by trainees. Trainees recruited in 2007 and 2008 wished to be able to achieve dual CCTs in GIM and another medical spe-

cialty as they were concerned that without a CCT for GIM, their competence to participate in the acute medical 'take' might be called into question.

Trainees who wish to transfer to the new curriculum will be able to map across to the new GIM CCT by providing the appropriate evidence as detailed in the curriculum. For more information please visit the GIM page of the JRCPTB website [here](#).

Enrolment with JRCPTB



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Helpdesk

We are heading towards the busiest period for the enrolments service, so to make the process easier for trainees we have created a number of enrolment support guides, which are available on the JRCPTB website. We also run a telephone support service for urgent enrolment queries and telephone payments from 9.30 to 5.30 every weekday (except for staff training days) on 0207 935 1174 ext 283. We expect this service to be very busy over the summer, so if your query is not urgent please e-mail it to us at enrolments@jrcptb.org.uk. The enrolments team will endeavor

to respond to any query within 3 working days.

Incomplete enrolments

The JRCPTB is aware that a number of trainees have not enrolled with JRCPTB or have started the process and not completed it. We are working hard to reduce the size of this group and we will be asking for assistance from deaneries and trainers to help us complete this task.

Link between enrolment and ePortfolio

To help ensure that all trainees enrol promptly the JRCPTB is strengthening the link between enrolment and ePortfolio. For

the August 2009 intake deaneries and their delegated third parties will be able to add new users to the ePortfolio. In November, the PTB will cross match the ePortfolio users against the list of Online Enrolment applications. We will write to those that have not enrolled, and if after two warnings they still have not enrolled the JRCPTB has the right to remove their access to the ePortfolio. We do not want to have to use this sanction, so please encourage everyone to enrol promptly!

ePortfolio

“We have fifteen specialty curricula live in the ePortfolio at present and a further 12 awaiting approval”

Helpdesk

The JRCPTB has set up a dedicated ePortfolio support team who can be contacted on ePortfolioteam@jrcptb.org.uk and 0207 935 1174 ext 443 or 395. This team will assist ePortfolio users with technical queries and will add new users to the ePortfolio. The responsibility for updating a trainee's post history and supervisors will remain with the deaneries and their delegated third parties.

Specialties

We have fifteen specialty curricula live in the ePortfolio at present and a further twelve in the test environment awaiting

SAC approval. We have also added the specialty specific DOPs for seven specialties to the test system and hope to get these approved shortly. To review the progress for each specialty please view the PTB website.

Access and usage

The JRCPTB will only be providing the ePortfolio to trainees who start training on or after 1st August 2009 to support their training. We believe that ePortfolio access is useful for all StR trainees and does suggest that all specialty trainees migrate to using the ePortfolio. For trainees that have started gathering evidence on paper we do not suggest that they upload the information into the

ePortfolio as scanned documents nor as manual entries, but retain the originals in paper form. The SpR curricula are not within the ePortfolio and therefore, we suggest that this cohort continues using the Training Record.

ePortfolio changes

The JRCPTB is working hard to refine the ePortfolio and to assist in this we have set up a change review committee, which contains representation of all the main user groups and has representatives from each region in the UK. For more details about this group and how to submit suggestions please see the PTB website.

Project 2010

“JRCPTB has set up a steering group to drive the work forward and to engage the SACs with the project as quickly as possible”

Project 2010 is the title given to the review and rewrite of all specialty curricula to incorporate the six new PMETB assessment standards (giving a total of 17 standards for curricula and assessment) and for their submission to PMETB by October 2009. The revised curricula will be mapped to the four domains of *Good Medical Practice*, and include leadership and health inequalities competencies, the AoMRC generic curriculum (core competencies framework), as well as taking into account the needs of the service and patients.

In view of the short timescales and the size of the task, the

JRCPTB has set up a steering group to drive the work forward and to engage the SACs with the project as quickly as possible. A series of SAC curriculum meetings took place in May and June to provide the SAC curriculum groups with guidance and specialist advice from representatives of the Education department who led the meetings. These sessions also involved input from the Faculty of Public Health and the Department of Health on how Public Health modules or Dual Training could be appropriate for some specialities in the future.

The project team have designed a curriculum layout template to help guide the SAC curriculum groups and ensure

a consistent format for all specialities. This includes a new design for the syllabus grids, which allows generic and specialty competencies to be mapped to the appropriate assessment and linked to the 4 domains of *Good Medical Practice*.

The revised specialty curricula will be submitted to PMETB in October following which specialty representatives will attend a PMETB panel meeting to show how their curriculum meets the 17 standards and other criteria required.

If you have any queries regarding Project 2010 or require further information please contact Hannah Watts, Project Manager on 020 7935 1174 ext 621.

Quality Management of Training

As part of JRCPTB's restructuring, we have created a team dedicated to the quality management of training posts and programmes and the production of Annual Specialty Reports for PMETB.

As you may be aware, JRCPTB are obliged to submit an Annual Specialty Report to PMETB detailing the quality of UK specialty training in each specialty and subspecialty for each academic year.

The report provides a “state of the nation” summary for each specialty across the UK for the previous year, supported by an analysis and data from the national examinations held by the College/faculty in the pre-

vious year. Specialty Certificate Examination information will be required from 2010.

Building on last year's experience and recent feedback from PMETB, we hope to be able to produce more detailed and informative reports for 2008/2009 which need to be submitted to PMETB in the late Autumn.

In order to collect the best data for this year's report we have embarked on a number of mini projects. These include ensuring that we have the appropriate regional representation on each SAC, have accurate lists of training programme directors, and hold accurate information on approved posts and programmes

in addition to the information on maximum training capacities given to us by PMETB. We also hope to publish an ARCP guidance document within the next few weeks.

By collecting Deanery and PMETB visit reports earlier, generating a detailed analysis on the PMETB trainee survey and collecting RITA/ARCP data, we hope to be able to provide the Chairs of SACs with enough detailed information to produce a timely report.

If you have any questions in relation to this specific area, please do not hesitate to contact the Quality Management Team at quality@jrcptb.org.uk

Training and Certification

Over the last year the JRCPTB has recommended nearly 900 CCTs and sent 39 CESR recommendations to the PMETB. We now have a core team of eight staff who are responsible for processing CCT (Certificate of Completion of Training) and

CESR (Certificate confirming Eligibility for Specialist Registration) recommendations. The team also deals with trainees' applications for out of programme experience, flexible training as well as coordinating Penultimate Year

Assessments (PYAs). Please take a look at the list of JRCPTB contacts on page for more details. If you have any questions concerning CCT or CESR please email

Certification@jrcptb.org.uk

JRCPTB contacts

If you need to contact someone at JRCPTB or have a question regarding enrolment, training or approval recommendations for training programmes please get in touch with the relevant member of our team listed below.

To call, please dial 020 7935 1174 followed by the extension.

Name	Role	Contact information
Professor Bill Burr	Medical Director	Agnes.Chelminska@jrcptb.org.uk Ext 299
Dr Peter Belfield	Deputy Medical Director	Agnes.Chelminska@jrcptb.org.uk Ext 299
Nicholas Grant	Head of JRCPTB	Agnes.Chelminska@jrcptb.org.uk Ext 299
Lesley Hagger	Deputy Head of JRCPTB (until 6 August 2009)	Lesley.Hagger@jrcptb.org.uk Ext 344
Hannah Watts	Project 2010 Co-ordinator	Hannah.Watts@jrcptb.org.uk Ext 621

For enquiries relating to Specialist Advisory Committees, including agendas and paperwork for meetings, please contact the relevant member of the Committee Services team below.

Name	Role	Contact information
Jo Waterfield	Assistant Head of JRCPTB (Committee Services) for enquiries relating to membership and constitution of SACs	Joanne.Waterfield@jrcptb.org.uk Ext 208
Felicity Stuart	Committee Manager for CPT, Gastroenterology, G(I)M/Acute, Geriatric Medicine, Infectious Diseases and Tropical Medicine, Medical Ophthalmology, Palliative Medicine, Pharmaceutical Medicine and Rehabilitation Medicine	Felicity.Stuart@jrcptb.org.uk Ext 337
Pat Ono	Committee Manager for Audiological Medicine, Clinical Neurophysiology, Dermatology, Immunology and Allergy, Medical Oncology, Neurology, Nuclear Medicine, Respiratory Medicine and Sports and Exercise Medicine	Pat.Ono@jrcptb.org.uk Ext 293
Sarah Cawthra	Committee Manager for Cardiology, Clinical Genetics, Endocrinology and DM, GU Medicine, Haematology, Metabolic Medicine, Paediatric Cardiology, Renal Medicine, Rheumatology, Stroke Medicine and Core Medical Training Committee	Sarah.Cawthra@jrcptb.org.uk Ext 535

For general Enrolment queries including Online Enrolment email: Enrolments@jrcptb.org.uk

For ePortfolio enquiries email ePortfolioteam@jrcptb.org.uk

Team	Enquiry	Contact information
Enrolments	Online enrolment, login enquiries, payments and college membership, refunds and general enrolment advice	Enrolments@jrcptb.org.uk Ext 283
ePortfolio	ePortfolio support, general eportfolio enquiries and training record enquiries	ePortfolio@jrcptb.org.uk Ext 283

JRCPTB contacts (continued)

For general enquiries about specialty training and certification via the CCT and CESR routes email : Certification@jrcptb.org.uk

Name	Role	Contact information
Stephen Beglan	Assistant Head of JRCPTB (Training and Certification) Trainees in London, East of England, East Midlands and Oxford plus Stroke Medicine and International enquiries	Stephen.Beglan@jrcptb.org.uk Ext 292
Catherine Janion	Certification and Trainee Services Manager Trainees in North Western, Northern, Peninsula, KSS, West Midlands and CESR enquiries	Catherine.Janion@jrcptb.org.uk Ext 514
Vykkie Winstanley	Certification and Trainee Services Manager Trainees in Mersey, Severn, Yorkshire, Wessex plus CESR and International enquiries	Vykkie.Winstanley@jrcptb.org.uk Ext 476

Name	Role	Contact Information
Victoria Brown (Part time - Monday -Wednesday)	PYA and Completions Co-ordinator Trainees in East of England, East Midlands and Oxford plus Clinical Genetics and Allergy	Victoria.Brown@jrcptb.org.uk Ext 239
Mumtaz Rehman (Part time - Wednesday and Thursday)	PYA and Completions Co-ordinator Trainees in HM Forces and General (Internal) Medicine (all deaneries)	Mumtaz.Rehman@jrcptb.org.uk Ext 239
Alex Mathias	PYA and Completions Co-ordinator Trainees in Yorkshire, North Western, Mersey and Northern deaneries plus Hepatology, Medical Microbiology, Nuclear Medicine and Rehabilitation Medicine	Alex.Mathias@jrcptb.org.uk Ext 480
Kristy Reeves	PYA and Completions Manager Trainees in Scotland, West Midlands, Wales, Northern Ireland deaneries plus trainees in Paediatric Cardiology	Kristy.Reeves@jrcptb.org.uk Ext 536
My Linh Tong	PYA and Completions Co-ordinator Trainees in London, Wessex, Severn and Peninsula Deaneries plus Audio-vestibular Medicine, Clinical Neurophysiology, CPT and Immunology	Mylinh.Tong@jrcptb.org.uk Ext 208

For enquiries relating to the specialty approval of training programmes and posts as well as the submission of annual specialty reports please contact our Quality Management team.

Name	Role	Contact information
Victoria Ong	Assistant Head of JRCPTB (Quality Management)	Victoria.Ong@jrcptb.org.uk Ext 208
Kimberley Archer	Quality Assurance Manager	Kimberley.Archer@jrcptb.org.uk Ext 474
Samantha Gower (covering Stacey Prica's maternity leave)	Quality Assurance Manager	Samantha.Gower@jrcptb.org.uk Ext 538
Andrew Houghton	Quality Assurance Co-ordinator	Andrew.Houghton@jrcptb.org.uk

For information and website requests please contact our communications team.

Name	Role	Contact information
Gareth Bland	Assistant Head of JRCPTB (Communications)	Gareth.Bland@jrcptb.org.uk Ext 284
Sylvia Filip	Database Manager and Business Systems Analyst	Sylvia.Filip@jrcptb.org.uk Ext 442

Lesley Hagger departs JRCPTB



After 22 years of dedicated service to the JCHMT and JRCPTB, Lesley Hagger, our

Deputy General Manager, begins her well earned retirement in August. Lesley will be greatly missed by her colleagues at JRCPTB and the Royal College of Physicians of London, as well the many senior medical professionals who have sat on Specialist Advisory Committees over the years.

Lesley's vast knowledge is certain to be irreplaceable but it is her steady guidance and common sense approach to the many challenges that medical training

has presented that have been invaluable in steering the JRCPTB and its predecessors through choppy waters, particularly in recent times. As those of you who know her will testify, her irrepressible wit and sense of humour have enlivened many an SAC meeting!

We hope you will all join us in wishing Lesley a very happy and long retirement.

JRCPTB

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JRCPTB newsletter July 2009

www.jrcptb.org.uk

The Joint Royal Colleges of Physicians Training Board (JRCPTB) replaced the JCHMT and JCBMT (formally GPT & IMSPEC).

The new board was introduced on 1st March 2007 and is responsible for managing the Royal Colleges of Physicians responsibilities with regard to specialist medical training from ST1 right through to CCT. Here are just a few of its key responsibilities:

- Reviews and updates specialty curricula and submits them to the PMETB for approval.
- Advises on the quality management of training programmes
- Provides professional support and advice to individual trainees.
- Works with the PMETB to develop appropriate performance and knowledge assessment mechanisms to evaluate trainee's competence.
- Enrols trainees on to training programmes, confirming the fulfilment of entry requirements at both core and specialty levels, and when appropriate, the provisional CCT date.
- Continually monitors the progress of all trainees maintaining both paper and electronic records as required and making use of the JRCPTB ePortfolio.
- Works in co-operation with the MRCP(UK) central office in the development of specialist examinations.
- Administers the JAG (Joint Advisory Group on GI Endoscopy) committee and the Bowel Cancer Screening Project (BCSP) work devolved to it.