



# School of Improvement

### **Supporting trainees from Students to Consultants**





## 2018 Prospectus



Pioneering better health for all

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HEALTH

### Welcome to the School of Improvement

Guy's and St Thomas' NHS Foundation Trust is one of the largest teaching hospitals in the UK. The Medical Education Team have developed the School of Improvement to provide support, training and education for our staff.

We aim to advance your skills further by delivering excellent development opportunities in the form of:



### **Our Values**

As an organisation our values are a key part of everything we do. We aim to provide the most exceptional care to our patients from dedicated staff who follow our five values:-



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### **Leadership and Management**

#### **Course Details**

This half day event focuses on how you can develop your leadership and management skills. Topics include:-

- Managing Performance & Conduct
- Unconscious Bias
- Human Factors in Leadership

You don't have to book as sessions are drop in so you are welcome to pick and choose what you wish to attend.

#### **Dates**

Date:20th September 2018Time:09:00 - 12:30Venue:Sherman Education Centre, Guys



### **Clinical Leadership on the Ward**

### **Course Details**

This half day event focuses on how you can develop your leadership skills in a clinical environment. Topics include:-

- Clinical Leadership
- Developing the skills needed to be a leader
- Speaking Up

You don't have to book as sessions are drop in, so you are welcome to pick and choose what you wish to attend.

#### Dates

Date: TBC Time: Venue:



### **Delivering Quality Care**

### **Course Details**

This half day event focuses on how you can enhance your skills in the delivering of quality care. Topics include:-

- Duty of Candour
- Incident Reporting
- Patient Experience
- Compassion

You don't have to book as sessions are drop in, so you are welcome to pick and choose what you wish to attend.

#### Dates

Date:23rd April 2018Time:09:00 - 11:45Venue:Sherman Education Centre, Guys



### **Stress & Resilience**

### **Course Details**

This half day event is designed to develop your resilience skills and help you to manage stress in the workplace. Topics include:-

- Sleep at Night
- Looking after Yourself
- Resilience

You don't have to book as sessions are drop in, so you are welcome to pick and choose what you wish to attend.

#### Dates

Date:	18 <sup>th</sup> June 2018	Date:	15 <sup>th</sup> October 2018
Time:	09:00 – 12:00	Time:	09:00 – 12:00
Venue:	Sherman Education Centre, Guys	Venue:	Sherman Education Centre, Guys



### **Clinical Supervision**

### **Course Details**

This half day programme addresses teaching in clinical situations and an introduction to workplace assessments. The course will help participants:-

- Discuss best practice
- Reflect upon teaching / supervision
- Constructive feedback
- Learning and assessment methods
   <u>You can book a place via Eventbrite</u>

#### Dates

Date:	4 <sup>th</sup> June 2018	Date:	16 <sup>th</sup> October 2018
Time:	09:00 – 13:00	Time:	09:00 - 13:00
Venue:	Sherman Education Centre, Guys	Venue:	Burfoot Court, Guys



### **Quality Improvement Workshop**

#### **Course Details**

Introducing a newly designed one day programme developed to prepare staff and those supervising staff to carry out a Quality Improvement Project (QIP). The day covers:-

- How to report a QIP
- What's involved in a QIP and the key stages
- The system for approval of QIPs in the Trust

#### You can book a place via Eventbrite

#### Dates

### **For Supervisors**

Date:4th June 2018Time:09:00 - 16:30Venue:Burfoot Court, Guys

 Date:
 8<sup>th</sup> June 2018

 Time:
 09:00 – 16:30

 Venue:
 Burfoot Court, Guys

**For Staff** 



### **Educational Supervision**

### **Course Details**

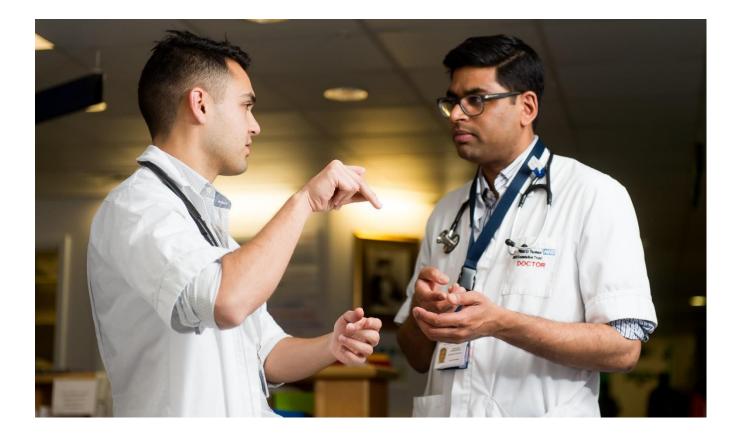
This half day programme introduces participants to the role of the Educational Supervisor. Topics covered include:-

- Giving Feedback
- Supporting trainees in difficulty
- Developing your skills and knowledge

#### You can book a place via Eventbrite

### Dates

	4 <sup>th</sup> May 2018		22 <sup>nd</sup> October 2018
Time:	09:00 – 13:00	nme:	09:00 – 13:00
Venue:	Education Centre, York Road	Venue:	Sherman Education Centre, Guys



### **Educational Supervision Refresher**

#### **Course Details**

This half day programme is aimed at Educational Supervisors who wish to refresh their skills and knowledge. Topics covered include:-

- Workplace assessments
- Supporting trainees in difficulty
- Contractual obligations

#### You can book a place via Eventbrite

Dates			
Time:	19 <sup>th</sup> April 2018	Date:	8 <sup>th</sup> November 2018
	09:00 – 13:00	Time:	09:00 – 13:00
	Burfoot Court, Guys	Venue:	Burfoot Court, Guys

Date:13th September 2018Time:09:00 - 13:00Venue:Burfoot Court, Guys



### Faculty Lead & College Tutor Development Day

#### **Course Details**

This one day programme is for all Training Programme Directors and enables delegates to:-

- Gain an understanding of the wider educational landscape and external environment
- Examine the leadership role of the TPD
- Create a learning culture in the current environment

#### You can book a place via Eventbrite

#### Dates

Date: TBC Time: Venue:



### **Consultant Interview Preparation & Practice**

### **Course Details**

This one day programme is aimed at higher level trainees who are preparing for Consultancy. Topics covered include:-

- Presentation Skills
- What GSTT are looking for in a Consultant
- Preparing for Consultancy
- Interview Tips
- Mock interviews with Trust Consultants

#### You can book a place via Eventbrite

#### Dates

Date:	2 <sup>nd</sup> May 2018	Date:	11 <sup>th</sup> June 2018
Time:	09:00 – 16:30	Time:	09:00 – 16:30
Venue:	Sherman Education Centre, Guys	Venue:	Sherman Education Centre, Guys
Date:	19 <sup>th</sup> September 2018	Date:	5 <sup>th</sup> November 2018
Time:	09:00 – 16:30	Time:	09:00 – 16:30
Venue:	Sherman Education Centre, Guys	Venue:	Sherman Education Centre, Guys



### **New Consultants Programme**

### **Course Details**

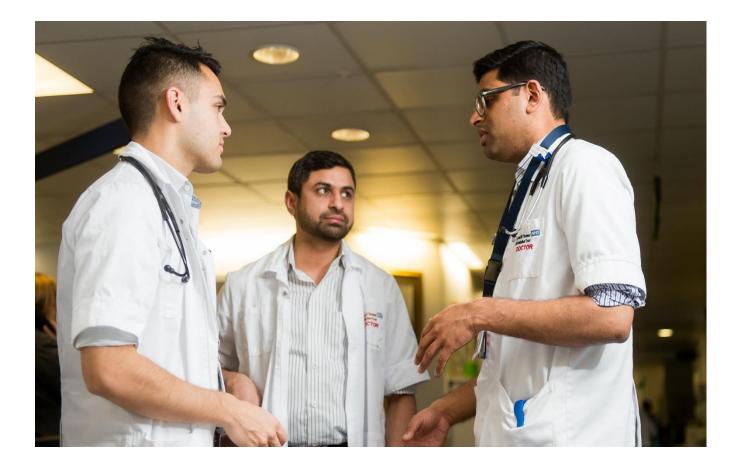
This new 2 day programme has been developed for consultants in their first year. Topics covered include:-

- Trust and Values
- Job Planning
- You and Your Leadership Style
- Finances

You can book a place by emailing: <a href="mailto:schoolofimprovement@gstt.nhs.uk">schoolofimprovement@gstt.nhs.uk</a>

#### Dates

Date:14th & 15th June 2018Time:08:30 - 17:00Venue:Sherman Education Centre, Guy's



### **Resilience Training**

### **Course Details**

This half day workshop is aimed at all ST1+ Trainees and Consultants. Topics covered include:-

- Gain insight and technique to maintain mental wellbeing
- Explore individual experience of the effects of stress in the workplace

#### You can book a place via Eventbrite

Dates				
Time:	17 <sup>th</sup> April 2018 09:30 – 12:30 Sherman Education Centre, Guys	Time:	28 <sup>th</sup> June 2018 09:30 – 12:30 Sherman Education Centre, Guys	



### **Simulation and Interactive Learning Centre**



The Simulation and Interactive Learning (SaIL) Centre focus on providing realistic and safe learning environments, teaching healthcare staff and students how to improve patient safety.

The SalL Centre runs a wide range of courses spanning across 2018. Further information can be found on their webpage.

http://www.guysandstthomaseducation.com/project/simulation

Email: simulation@gstt.nhs.uk



### **Safety Connections Conference**

Date: 20th June 2018

The Safety Connections Annual Conference promotes harm free care across King's Health Partners.

International speakers present to staff and students on a wide variety of topics and improvement projects. All aimed at inspiring others to promote and share best practice.

To book your place please email <u>gips@gstt.nhs.uk.</u>



### **Safety Connections Network**

Safety Connections began as a week long programme of events at Guy's & St Thomas' in 2010 to raise awareness of patient safety projects already happening and to discover new and innovative ways of working. Since then it has grown into a network of over 500 multidisciplinary staff and students from across King's Health Partners (KHP). The network (which was officially launched in 2012) hosts regular evening events to hear from patient safety and quality improvement experts and to celebrate the work being completed across KHP.

To book your place please email <u>gips@gstt.nhs.uk.</u>

### Dates

Date: TBC Time: Venue:



### **Root Cause Analysis**

### **Course Details**

This workshop aims to help clinical staff and managers responsible for leading and participating in adverse event / incident analysis within their clinical services to:-

- Understand why it is important to use a systematic approach to analysing an incident or an adverse event.
- Use practical techniques to analyse actual events that injured or could have injured a patient and identify the root cause of an event.
- Understand what is needed to properly carry out and act on root cause analysis.

#### To book your place please email <u>gips@gstt.nhs.uk.</u>

Dates			
Date: Time:	9 <sup>th</sup> May 2018 09:00 – 17:00 Burfoot Court, Guys	Date: Time: Venue:	24 <sup>th</sup> July 2018 09:00 – 17:00 Burfoot Court, Guys
Date: Time:	15 <sup>th</sup> June 2018 09:00 – 17:00 Burfoot Court, Guys	Date: Time: Venue:	20 <sup>th</sup> August 2018 09:00 – 17:00 Burfoot Court, Guys



### **Clinical Audit Workshops**

### **Course Details**

The Quality Improvement and Patient Safety team offers a half day introduction to clinical audit and other tools for quality improvement. The workshop is run monthly and is aimed at staff who have no experience of clinical audits or those who have been involved with audits and want to better understand the audit process.

The session is a combination of presentations, group work and practical exercises.

#### To book your place please email gips@gstt.nhs.uk

Dates				
Date:	16 <sup>th</sup> May 2018	Date:	24 <sup>th</sup> July 2018	
Time:	13:00 – 17:00	Time:	13:00 – 17:00	
Venue:	Education Centre, York Road	Venue:	Education Centre, York Road	
Date:	12 <sup>th</sup> June 2018	Date:	15 <sup>th</sup> August 2018	
Time:	13:00 – 17:00	Time:	13:00 – 17:00	
Venue:	Akerman Health Centre	Venue:	Education Centre, York Road	



### **Duty of Candour**

### **Course Details**

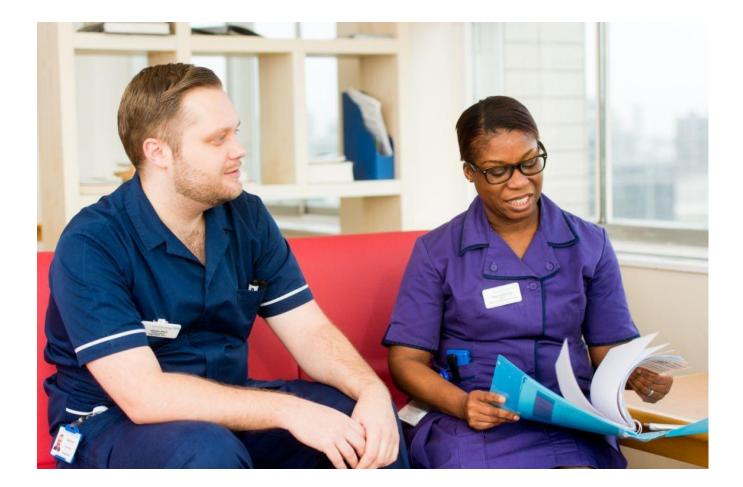
Using forum theatre where actors role play conversations between healthcare professionals and patients / carers, participants will gain an understanding of the statutory duty of candour requirements, understand the patient and carer's perspective and learn how to offer apologies and explanations that are effective and empathetic.

Workshops are facilitated by Dr Jane Carthey, former Assistant Director of Patient Safety at the NPSA who led work on developing the national 'Being Open' framework.

#### To book your place please email gips@gstt.nhs.uk

#### Dates

Date: TBC Time: Venue:



### MBTI

### **Course Details**

This interactive session will help you look at your personalities traits and how these impact on your leadership style.

The session will provide valuable information on how you can play to the strengths of yourself and others. As well as how you can manage conflict more successfully to ensure you operate effectively in the working environment.

### You can book a place via Eventbrite.

#### **Dates**

Date:4th July 2018Time:09:30 - 12:30Venue:Sherman Education Centre, Guys



### **Mindfulness**

### **Course Details**

This half day workshop is designed to find out about the theory and research of mindful self – compassion. Topics include:-

- Learn why self compassion is so important in healthcare and how it might help
- Learn how self compassion rather than self criticism can motivate us particularly when we experience challenge / difficulty
- Learn simple self compassion practices that can be used at work and in daily life

#### You can book a place via Eventbrite.

Dates				
Time:	6 <sup>th</sup> June 2018 09:30 – 12:30 Sherman Education Centre, Guys	Time:	29 <sup>th</sup> October 2018 09:30 – 12:30 Sherman Education Centre, Guys	



### **Making Meetings Work**

### **Course Details**

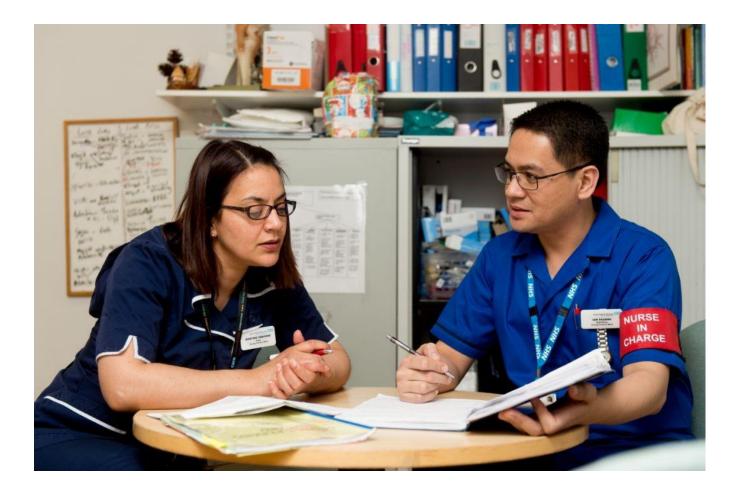
This half day workshop is designed to help you run efficient meetings and achieve your objectives. This event includes:-

- Generating effective communication within meetings
- Understanding the role of the meetings as coordinating devices in hierarchical organisations

#### You can book a place via Eventbrite.

#### Dates

Date:13th August 2018Time:09:00 - 12:00Venue:Sherman Education Centre, Guys



### **Coaching and Mentoring**

### Trust runs its own coaching and mentoring service which is available to all staff groups through the Education, Training and Development department.

If you want to be a coach or mentor, or be coached or mentored yourself, it is easy to join through the website and work closely with someone who is not directly involved in your own area of work. You may wish to seek advice or wisdom from other individuals who have a different perspective on your professional and personal challenges.

The website page below will give you options around coaching and mentoring and help decide which direction you want to go in.

https://coachingandmentoring.gstt.nhs.uk/



### **Paired Learning**

### **Course Details**

This programme pairs up junior doctors with junior managers in the organisation, allowing pairs to shadow each other in their daily roles, deliver service improvements, and build valuable working relationships across traditional professional boundaries.

The 6 half-day workshops cover topics ranging from transformation and service improvement, to productive team working, to governance and safety. Participants on the programme will also have access to observe high-level Trust meetings (not normally freely accessible to many people in the organisation). The 2017 cohort is currently in progress and due to finish in July 2018. We will be advertising for the next cohort in August 2018.

### Dates

For more information, and to apply to the programme,

Please contact joanna.ward2@gstt.nhs.uk



### Junior Doctor Leadership Group

### **Course Details**

The Junior Doctors Leadership Group is a programme led by the Deputy Director of Medical Education and seeks to enhance your personal development and self-awareness, whilst contributing to Guy's and St Thomas' as an organisation.

This is your chance to feel part of our organisation, help represent junior doctors views to senior management teams and to influence the care that you deliver.

#### **Dates**

You will be required to attend 6 Development days which are set out over the year. Applications will open in summer 2018.

Contact <u>schoolofimprovement@gstt.nhs.uk</u> for an application form.



### **Medical Education Fellowship**

### **Course Details**

The scheme has been designed to facilitate the development of trainees who have a specific interest in medical education and aspire to be a lead educator. The fellowship is undertaken alongside current training commitments and the cost is £400 for the year from study leave allowance.

#### Dates

The 2017/18 cohort is currently in progress and due to finish in July 2018. We will be advertising for the next cohort in July 2018.



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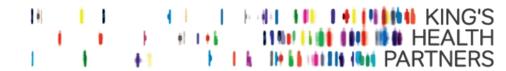
With over 29,000 staff and 24,000 students, King's Health Partners Academic Health Sciences Centres is one of the largest centres of healthcare education and training in Europe. Its partner organisations are King's College London and Guy's and St Thomas', King's College Hospital, and South London and Maudsley NHS Foundation Trusts.

The Learning Hub is an online education and training resource that has been created by and for our staff, students and trainees. Registered users can access learning materials covering a range of healthcare disciplines for example children's health, pharmacy or cancer.

The Learning Hub has been designed as a resource which users can come back to throughout their careers. Learning materials are designed to highlight and share best practice for the benefit of patients. We welcome suggestions for improvement so that the Learning Hub can grow and develop. If you want to create and add new learning materials for the Learning Hub website, please send an email to <u>khplearninghub@kcl.ac.uk</u>.

#### Contact

For more information and to register for the KHP Learning Hub please visit <u>http://learninghub.kingshealthpartners.org/</u>





### Biomedical Research Centre at Guy's and St Thomas' NHS Foundation Trust and King's College London

The National Institute for Health Research (NIHR) Biomedical Research Centre at Guy's and St Thomas' NHS Foundation Trust is run in partnership with King's College London.

As one of the first five biomedical research centres in England we were funded by the NIHR to help establish the UK's translational biomedical research infrastructure. In April 2012, as recognition for our outstanding contribution to healthcare research, we were awarded a further five years funding due to the significant progress made in translational research and innovation.

Our NIHR Biomedical Research Centre runs research method courses to help healthcare professionals design and conduct high quality research studies.

The courses cover:-

- 1. Quantitative research methods
- 2. Qualitative research methods
- 3. General issues in conducting research
- 4. Finding evidence sessions

These sessions run in spring and autumn each year. The courses are free and only eligible for healthcare professionals employed by the following organisations:-

- o Guy's and St Thomas' NHS Foundation Trust
- King's College Hospital NHS Foundation Trust
- South London and Maudsley NHS Foundation Trust
- King's College London
- Barts Health NHS Trust
- Barts and The London School of Medicine and Dentistry, Queen Mary, University of London
- St George's University of London

#### Contact

To book onto a session, or for further information please visit

http://www.guysandstthomasbrc.nihr.ac.uk/Professionals/EducationAndTraining/researchmethods/Research-methods-training-courses.aspx



### Contact us

If you would like to book onto any of our courses or if you would like further information please contact:-

Email: SchoolofImprovement@gstt.nhs.uk

**Tel:** 0207 188 7147

Alternatively information on the School of Improvement can be found on our website:-

http://guysandstthomaseducation.com/project/school-of-improvent/