

NHS Scotland Medical ACT 2020/21 Accountability Report

This report is required to be submitted to your regional group in time for their meeting on:

24-May-21

NHS Board: Fife

Reviewed by

SECTION 1 Confirmation of total Medical ACT funding received from NES during 2020/2021

		Initial Allocation Per allocation letter £'000	2020/21 Total £'000	ACT Officer	
a	ACT Allocation 2020/21	3,256.2	3,256.2		
		Recurring £'000	Non-Recurring (b/fwd from previous year) £'000	2020/21 Total £'000	ACT Officer
b	Use made of 2020/21 additional allocation	65.0	41.6	106.6	
c	Provide detail of any in year ACT slippage received in 2020/21 from out with own health board				
	£21,600 of slippage was received via NES for pelvic trainer models for the University of St Andrews.				

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SECTION 2	General narrative on 2020/21 Medical ACT activity within your Board area:	Regional Group
a	<p><i>Detail Health Board Involvement in Regional ACT group Meetings including:</i></p> <ol style="list-style-type: none"> 1. Roles/job titles who represent Health Board at RAWG 2. How attendance at RAWG is managed if staff are unable to attend i.e. use of deputies 	Word Count
	<p>NHS Fife's Medical Education Department are invited to attend a number of Regional ACT Groups; North, Dundee, Edinburgh, St Andrews and ScotGEM. The Director of Medical Education (DME) and the Medical Education Services Manager will attend where possible. The Associate DME(s) and the Undergraduate Coordinator will deputise when necessary. A representative from NHS Fife's Finance Department is also invited to attend. The Medical Education Department make an active contribution to the RAWGs including adding agenda items.</p>	76
b	<p><i>Detail decision making process at local and regional level for any new uses of Medical ACT funding e.g. local governance structure and how it feeds in to regional level.</i></p>	
	<p>The Director of Medical Education, the Medical Education Services Manager and finance colleagues continue to have monthly meetings where discussion around existing monies, new monies and priorities of spending are discussed. The meetings can flex as and when required.</p> <p>When the department identifies a need to use Medical ACT funding, this is discussed locally before being submitted using the ACT bid form to present to the RAWGs.</p>	66
c	<p><i>Detail any new initiatives funded by Medical ACT only within the last 12 months</i></p>	
	<p>Upgrade of 8 accommodation rooms - in recent years the majority of our student accommodation across all sites has been upgraded with the exception of 2 flats at the College of Nursing and 2 flats at the QMH accommodation. These flats have now been upgraded so all accommodation offered to medical students is now fresh and modern.</p> <p>Additional teaching staff - we have recruited a retired Palliative Care Doctor who carries out regular teaching for our medical students and can provide flexibility for cover of other Local Module Leads. We have also increased our Educational Pharmacists hours to one extra day per week. This member of staff has taken on additional responsibilities such as coordinating the year 4 Edinburgh students shadowing a pharmacist during their placement in NHS Fife.</p> <p>Additional Medical Education staff - we have recruited to an Undergraduate Administrator post; this new member of staff will provide administrative support to the Undergraduate Coordinator and the ScotGEM Lead Coordinator. We are also recruiting to a Simulation Centre Manager post which is going through the recruitment process at the moment.</p>	179
d	<p><i>Detail use of Medical ACT funding within health board area for improvement of quality of teaching.</i></p>	
	<p>TUBS development - students use TUBS to sign up for teaching events in advance and to also provide feedback to the teacher. Medical ACT funding was given to improve usability of the current system and to make improvements to the structure and information architecture.</p> <p>New camera system for simulation teaching - the recording system we had in place was old and the software was no longer compatible with our laptops. We have purchased a modern recording system from Cameron Communications to enable students partaking in simulation teaching to be recorded and then allow for feedback to be received when watching themselves back in a controlled and safe environment.</p> <p>Upgrade of IT equipment in QMH Education Centre - all IT equipment in classrooms in the QMH Education Centre are now up to date with the latest technology.</p> <p>New purchases of simulation equipment - various items of simulation equipment have been purchased to enhance the student experience when on placement with us.</p>	157

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SECTION 3 Detail Funding Confirmation 2020/21

a) Confirmation that your Board have used the 2020/21 additional funding as agreed by NES (details to include full summary that reconciles to submissions to NES) or identify any changes made in-year. ACT Officer

Proposal/item description	Unit cost (£)	Capital (Y/N)	Recurring (£)	Non-recurring (£)	Total (£)	Implemented? (Y/N)	Slippage (£)
One session of palliative care teaching			12,000		12,000	Y	
Band 3 undergraduate administrative post			14,500		14,500	Y	
Consultant simulation centre manager/teacher			24,000		24,000	In progress	
Additional pharmacist teaching			14,500		14,500	Y	
X32 laptops and bags for undergraduate use	625			20,000	20,000	Y	
female and male dark skinned pelvic trainer models	2,160			21,600	21,600	Y	21,600

b) Provide detail below for each item of additional expenditure. Regional Group

Proposal/item description	Has an evaluation/ review been undertaken? (Y/N)	If yes, details results of evaluation/review	If no, detail why	Is investment to continue in future years?
One session of palliative care teaching	Y	Teaching feedback is provided frequently on TUBS (Tutorial Booking System) and the tutor can access this and make local changes to teaching if required		Y
Band 3 undergraduate administrative post	N		N/A	Y
Consultant simulation centre manager/teacher	N		N/A	Y
Additional pharmacist teaching	Y	Teaching feedback is provided frequently on TUBS (Tutorial Booking System) and the tutor can access this and make local changes to teaching if required		Y
X32 laptops and bags for undergraduate use	N		Non-recurring	No
female and male dark skinned pelvic trainer models	N		Non-recurring	No

c) Please attach a revised base-line budget for 2020/21 which reconciles to your 2019/20 base-line budget submitted to NES plus the additional recurring funds received in year. ACT Officer

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SECTION 4 Use of Measurement of Teaching Data and Financial Allocations

Please refer to: <http://www.scotlanddeanery.nhs.scot/trainer-information/medical-act/medical-act-performance-management-framework/>

a Please provide a breakdown of your Boards 2020/21 ACT allocation by specialty/department or other clinical service grouping used locally. This should reconcile to the total ACT funds identified in 1a above.

Regional Group

Please see spreadsheet in section 3C.

b Please detail the number of ACT funded teaching sessions identifiable in job plans (shown by consultant and other teaching staff) in each specialty/department or other clinical service grouping detailed in 4a. Please use the template provided. At a minimum this should include all sessions funded from all ACT funding provided to the Boards since the NES allocation model was introduced, however, if possible this should show all sessions funded from total ACT funds set out in 1a.

The table below can be used to provide the information requested in 4a and 4b but amended as necessary to suit local circumstances.

Please see table below.

Specialty/ Department	ACT funding received in 2020/21 £'000	ACT Funded PAs (consultants)	ACT Funded PAs (other staff)	2020/2021 Student Weeks	
Planned Care & Surgery	See spreadsheet in Q3c	Anaesthetics – 0.5 ICU – 0.5 General Surgery - 3 Year 4 local lead - 1 Urology – 1.5 Ophthalmology - 1 ENT – 2 St Andrews Acute Modules PAs – 4.5	Vascular Surgery – 0.5 Ortho-geriatrician - 1	Anaesthetics – 32 ICU – 32 General Surgery - 347 Year 4 - 180 Urology, Ophthalmology, ENT – 104 Assistantships - 100	
Emergency Care & Medicine	See spreadsheet in Q3c	General Medicine - 3 Medicine of the Elderly - 2 Year 4 local lead - 1 St Andrews Acute Modules PAs – 6	X2 Advanced Nurse Practitioners - 2	General Medicine - 457 Year 4 - 180 Assistantships - 100	
Women & Children	See spreadsheet in Q3c	Obstetrics and Gynaecology - 6 Paediatrics - 5 St Andrews Acute Modules PAs - 2		Obstetrics and Gynaecology - 263 Paediatrics - 341	
Health and Social Care Partnership	See spreadsheet in Q3c	Psychiatry – 4		Psychiatry – 260	
Clinical Support & Access	See spreadsheet in Q3c				
Board Admin	See spreadsheet in Q3c				
Pharmacy Services	See spreadsheet in Q3c				

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SECTION 5 Detail any new initiatives being planned or you hope to achieve using Medical ACT funds within forthcoming year.

Significant changes still anticipated due to COVID19 impact and finding a new norm in the way the medical students are taught. New initiatives will include;

- Slicker use of virtual teaching so availability of equipment for teachers and students required as well as a quiet and safe space for students to connect
- Small group teaching resulting in clinicians delivering more than once

Further initiatives which were started last academic year will continue to develop in the upcoming year;

- Edinburgh year 4 - Local Module Lead for General Medicine and Orthopaedics will continue to work together for the upcoming year. The succesful new model adopted last year will continue this year
- Edinburgh year 6 - continue to use Anaesthetics and ICU in Surgery model - this is allowing a strong working relationship to develop between various Local Module Leads
- Local Module Lead collaboration - Leads from Dundee, Edinburgh and ScotGEM continue to work together to ensure students from various Universities and Programmes are spread equally across the hospital to allow for the optimal educational experience
- St Andrews - due to smaller group teaching there will be a big expansion on modules being introduced to year 3 St Andrews and therefore the number of teachers will also increase

Well-being

- All students will receive lateral flow testing kits and NHS Fife will organise for students vaccinations that may have been missed
- Plan to introduce a Pastoral Support Lead for all students on placement in NHS Fife

Signed:

Print name:

Director of Finance

Date:

Signed:

Print name:

Director of Medical Education

Date:

Note: DoF and DME signature and date must be obtained prior to report submission to Regional ACT Group & NES