

Dear LTFT Trainees,

Happy new year! We hope you have managed to enjoy some rest over the festive period and are looking forward to what 2022 has in store for us.

Here is the latest LTFT Update from your LTFT WM Paediatric Trainee Reps – Ash, Hannah & Su.

### **Updates from LTFT SALT meeting – 13<sup>th</sup> December 2021**

#### **Rostering on Non-Working Day (NWD)**

- There have been concerns raised about whether a LTFT trainee should be expected to work any part of their non-working day
- The new Junior Doctors contracts states that “unless agreed no shift should be rostered on a NWD in a fixed working pattern”
- NHS Employers have brought out the statement “if a night shift encroaches onto a NWD doctors can be expected to work a duty rostered on a working day even if part falls on a NWD”
- As you can see these two statements contradict each other and at present this issue is unresolved. The local BMA representative will be liaising with the BMA and NHS Employers to achieve clarity on the issue.
- For now, if this issue affects you, please discuss your circumstances with your Trusts and rota coordinators, personal situations should be considered, and a compromise should be reached.

#### **LTFT Training Webinars**

- HEE are holding daily LTFT training webinars on the **18<sup>th</sup> January (13:00 -14:00), 19<sup>th</sup> and 20<sup>th</sup> January (19:00-20:00)**. The purpose of these webinars is to provide information about new developments within LTFT training but also the challenges and barriers trainees face. It is an opportunity to ask questions and gain feedback.
- The links for the webinars should be disseminated by HEE but if you don't receive them and would like to attend, please get in touch with us. You only need to attend one of the webinars as they will be the same event. Equally if there are questions you would like answered please submit to us and we will ask them on your behalf.

#### **Category 3 Update**

- Paediatric trainees can continue to apply for Category 3 LTFT training at 60/70/80% at any time.
- From 1<sup>st</sup> August 2022 all specialities, including paediatrics, will align to the biannual application window.

- Therefore, if you wish to be LTFT from August/September 2022 you will need to apply in the Spring window (Feb 28<sup>th</sup> – March 28<sup>th</sup> 2022).
- No trainees have been refused Category 3 LTFT training, but it does depend on your TPD approving that there is space for you to be LTFT

### LTFT Forms – Reminder:

- Any trainee coming to the West Midlands as an interdeanery transfer needs to complete a new application form as LTFT eligibility does not transfer over from one deanery to another.
- If you are new to LTFT training, or new to the area, your application should be signed off by the TPD. Educational Supervisors do not need to sign the form if the trainee has not yet been allocated a supervisor.
- It is the trainee's responsibility to send the eligibility letter to Medical Staffing once they have this. This only needs to be done when first applying. **Once you have been approved for LTFT training you no longer need to submit a new form each year to re-apply for LTFT training.** If you wish to change your working percentage, you need to complete a change form and submit this to medical staffing also.
- A reminder from Dr Goodyear that forms need to be completed on Adobe on a laptop, otherwise she is unable to sign your forms. There are plans to move the forms to Microsoft Word but for now they continue in Adobe format.

### LTFT Working Group Update

A working group has been set up to tackle problems experienced by LTFT trainees. We are arranging our next meeting in due course. These are the updates on issues we are discussing:

#### **Placements:**

- Placements for ST1-2 will continue to be set as a 2-year block. A significant number of ST3 trainees wished to change their placement and so these placements are likely to now be organised separately.
- In order for TPDs to plan placements, if trainees are going out of programme or on parental leave/sick leave it is extremely useful to provide the relevant TPD with a rough idea of how long you expect to be away from training and your preferred placement on return. This way, your training needs and preferences can be taken into account with plenty of notice. Ideally this notice should be provided during March-May ready for the following academic year. We are working to create a 'return to training' online form to help capture this data for the TPDs.
- We are aware of issues with placements not being communicated to trainees by the 12-week window. There are multiple difficulties in the process which we are trying to address.

- For level 3 trainees, the aim is to provide 12-month placements. Key reasons for this not being possible are when placed in popular subspecialty post or when particular training needs are not being met by the post.

#### **LTFT Working Days:**

- Fixed working days cannot be guaranteed between placements. We understand that this is a regular anxiety for LTFT trainees, particularly for those with regular commitments on set days of the week, including caring responsibilities.
- There needs to be an agreement between the trainee and the department about which days the trainee works to fulfil both service provision and training needs. Trainees do need to try to be flexible on this, ensuring adequate staffing across the week as well as considering relevant educational and training opportunities. The earlier the trainee and department knows of placements, the easier this is. 12-month placements will help with this.
- Dr Goodyear encouraged that LTFT trainees may be asked to cover multiple slots between them e.g., 3 people sharing 2 slots. This is where coordination and advance notice of the other LTFT trainees in your department is vital. We will feed this back to the TPDs and work with them to ensure placements are released as early as possible in future.

#### **LTFT “Expert” Supervisors:**

- The idea of having a few supervisors in each department who are an “expert” and up to date with LTFT training needs has been approved and recommended by Head of School. The plan is for these supervisors to manage the LTFT trainees within their department, providing local support. We will seek supervisors who are keen to fulfil this role and will provide additional training and updates to these supervisors as required.

#### **TOIL for Study Leave taken on off days:**

- Following discussion with the BMA we have secured confirmation that study leave can be taken on off days and TOIL can be requested for this. The TOIL should be booked at the time of requesting the study leave and should be within a reasonable timeframe. Updated guidance is on the HEE website.

#### **COVID19**

- Anyone who is still shielding or stringently socially distancing due to health/personal issues need to have a risk assessment performed by their Trust and their clinical/educational supervisor should be aware of this as well as HEE.
- We continue to be in a pandemic. If you are being asked to cover hours over your LTFT percentage or working emergency rotas, it is important that this is communicated to the College Tutors/HEE and Dr Goodyear in case pay or change in hours forms need to be completed.

### **Return to Work/SuppoRTT**

- If you are returning back to training, please follow the Supported Return to Training guidance. There is clear guidance on the process on the deanery website:

[https://www.westmidlandsdeanery.nhs.uk/support/trainees/supported-return-to-training?utm\\_source=hee%20website&utm\\_campaign=support](https://www.westmidlandsdeanery.nhs.uk/support/trainees/supported-return-to-training?utm_source=hee%20website&utm_campaign=support)

- An updated list of SuppoRTT Champions in each trust is available on the HEE and West Midlands Paediatrics trainee websites.

### **LTFT Champions**

Each trust should have a LTFT Champion - they are a consultant who acts as a point of contact for issues regarding LTFT pay and rotas within your specific Trust. A list of these for each trust is available on the HEE and West Midlands Paediatrics trainee websites.

### **Academic Pay Premium**

Lots of trainees are not aware that when they complete a higher degree, they are entitled to an academic premium as well as a LTFT premium. Please speak to your local HR regarding this if it is relevant to you.

### **LTFT Pay Guide**

A LTFT pay guide with relevant links and resources is in progress. We hope to update this on the trainee website this summer. We would encourage all LTFT trainees to check their pay and ensure they are receiving their annual increments.

### **ARCPs**

- There is an updated ARCP Checklist on the Trainee Website. Please download and use this for all future ARCPs. Remember, for LTFT trainees, requirements are pro-rata in line with your LTFT %. There is a comment box at the end for you to add any relevant comments, for example, whether your progress has been significantly affected by events related to the pandemic. There is also a comment box to detail curriculum sign off for trainees at the end of each level of training.

If you expect to be advancing to the next training grade at your ARCP, it is always useful to include in your Educational Supervisor Report for ARCP:

- Your LTFT % and what full-time equivalent training time you have completed (in months) at your current grade
- What grade you expect to be following ARCP and whether your supervisor agrees with this.

### **Trainee Clinics**

- Please remember that there are trainee clinics now set up to be booked and used by trainees wishing to discuss their training and progress / career thoughts with an appropriate TPD. Please use these sessions as you need. The booking link can be found in the monthly newsletters.

### **LTFT Mailing List**

- If you **do not** wish to receive these updates, please let us know and we will remove you from the mailing list.
- If you know of a WM Paediatric LTFT colleague (or a trainee who is interested in finding out more about LTFT training) who is not receiving these updates, please ask them to email [westmidlandspaediatrics@gmail.com](mailto:westmidlandspaediatrics@gmail.com)
- Previous LTFT Updates can now be found on the Trainee Website

As always, if there are LTFT issues, big or small, please contact us, and if you have any ideas on how we can improve the experience of LTFT Paediatric Trainees in the region please let us know – we'd love to hear from you.

Best Wishes,

Ash, Hannah & Su  
WM Paediatric LTFT Trainee Reps

Email: [westmidlandspaediatrics@gmail.com](mailto:westmidlandspaediatrics@gmail.com)

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