

Dear LTFT Trainees,

We hope you have found this academic year productive and are bracing yourselves for no doubt the most unusual summer we've seen in paediatrics. For those who have ARCPs this month we wish you all the best!

Here is the latest LTFT Update from your LTFT Trainee Reps.

Updates from LTFT SALT meeting – 14th June 2021

- Category 3 LTFT Training continues to be available in paediatrics. Trainees can apply at any time and work at 60/70/80%. This is in addition to the usual Category 1 and Category 2 LTFT applications. When applying for LTFT training please choose the most appropriate category. If you are considering going LTFT please inform the TPDs and LTFT team as soon as possible and get the forms signed and sent across promptly. There can be delays in processing the forms, especially if there is a significant number of trainees applying at the same time.
- All LTFT application and change forms can be found in the 'LTFT Training Downloads' on the West Midlands deanery website. You can **ONLY** use Adobe Acrobat PDF to complete the application forms. They will not open or load correctly on smartphones or tablet devices, so only use a laptop/computer to complete the application form. The form is much more simplified and needs TPD, educational supervisor and Dr Goodyear to sign off before sending to the Programmes Team.

<https://www.westmidlandsdeanery.nhs.uk/support/trainees/less-than-full-time-training/ltft-training-downloads>

- Only mandatory study leave days that fall on non-working days e.g. APLS/NLS will trainees get a day back in lieu. As always, all LTFT trainees must work Wednesdays to access regional teaching apart from in exceptional circumstances which would need to be discussed with Head of School and Dr Goodyear.
- No other specific issues raised for paediatrics at a regional level. If there are any Trust issues please inform us on westmidlandspaediatrics@gmail.com and we can feedback at the next meeting.

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.

LTFT Surveys:

Thank you to all who completed the LTFT survey, we had over 70% of LTFT trainees respond. Your information was extremely helpful and the results were presented and discussed at paediatric school board meeting level. From this a LTFT Working Group has been created; the outcome from the first meeting is detailed below.

LTFT Working Group Meeting Update – 26th May 2021

A new working group has been set up to tackle problems experienced by LTFT trainees. Updates from the first meeting:

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.
- Even though many placements are organised for more than a 6-month period it is currently difficult for HEE to provide formal notice of this to trainees. With the introduction of TIS this will become easier and trainees will be able to view their placements for the year, providing they are organised by the relevant TPD.
- 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.

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. The plan is for these supervisors to take on all/most LTFT trainees. We will seek supervisors who are keen to fulfil this role and will provide additional training and updates to these supervisors as required.

COVID19

- It is vitally important that any anyone who has worked more hours than their percentage during the COVID period and has not filled in a change in percentage form, to EITHER be paid for the extra hours they have done or to receive time in lieu, depending on how this was arranged within your department. Please contact Dr Helen Goodyear if there are problems with this.
- Anyone who is shielding or stringently socially-distancing should ensure their clinical and educational supervisor is aware of this as well as HEE.
- For trainees experiencing redeployment, please keep a log of time spent away from paediatric training as your redeployment may need to be taken into account at your next ARCP.

Return to Work/SupportTT

- 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

- An updated list of SupportTT 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.

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.

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

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, Sahiti & Su
Paediatric LTFT Trainee Reps

Email: westmidlandspaediatrics@gmail.com

Website: www.westmidlandspaediatrics.com/less-than-full-time