

Dear LTFT Trainees,

Happy New Year! We hope you are well and are enjoying your first rotations of this academic year. We are all living in unprecedented times and we fully appreciate that your lives are far from normal right now, despite what we might have hoped in the Summer.

Some of you may be new to LTFT training (welcome), some may be old hats, some may have returned from parental leave/sick leave/had time out of programme. Some of you may have changed your LTFT percentage amongst the pressures of the first wave of COVID19. A huge thank you to you all for your commitment and efforts over the last year.

Here is the first LTFT update from your new LTFT Trainee Representatives.

LTFT Surveys:

There have been two LTFT surveys that you should have received recently. Both are short and we would be very grateful if you would take a few minutes to complete them:

- LTFT survey from Dr Helen Goodyear – this relates to the first wave of COVID19 and is for all LTFT trainees across the West Midlands regardless of specialty, seeking to gain information from those who changed their LTFT % in light of the pandemic and additional working pressures on teams.

<https://www.surveymonkey.co.uk/r/JBPDWDF> - open until 25th January 2021

- LTFT survey from WM Paediatric LTFT Reps – this asks for information on LTFT %, preferred working days, training grade and career goals. We appreciate that there is a lot of anxiety from both trainees and departments every 6 months around rotations. We hope that by collecting this information we can help organise posts that ideally suit as many people as possible.

<https://www.surveymonkey.co.uk/r/YFL78N6>

New LTFT Forms:

Two new forms were introduced in October 2020. These forms need to be downloaded in an Adobe Acrobat format. They are designed to be completed electronically with electronic signatures.

- **Change form** – for trainees who want to change their working percentage
- **Application form** – for all trainees with a national training number who wish to change to LTFT training

Dr Helen Goodyear is encouraging trainees **not** to use the old forms. They have been accepted up to the current date but now that the change is embedded, such forms will be returned to the trainee and a new form will need completion. Medical staffing signatures are no longer needed on the new form but the LTFT trainee **will** need to sign.

The forms are now on the deanery website in the LTFT download section

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

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.

Category 3 for LTFT Training

Paediatric trainees are now eligible to apply for LTFT training under Category 3. Anyone can apply for this at any time and HEE (WM) are flexible in regards to applying timelines. Category 3 is when you do not fit into category 1 and 2 and want to work LTFT for a variety of reasons.

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 SuppoRTT Champions in each trust is being compiled and will be made available on the HEE and West Midlands Paediatrics trainee websites shortly.

ARCPs (February 2021):

- There is an updated ARCP Checklist on the Trainee Website. Please download and use this for all upcoming ARCPs. Remember that 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.
- **February ARCPs are currently planned for 9th February.**
- The ARCP top tips document can be found on the trainee website.

If you are due an ARCP in February and expect to be advancing to the next training grade in March, please consider including a recent Educational Supervisor Report detailing:

- That you are LTFT, what %, and what full-time equivalent you have completed at your current grade
- What grade you expect to be following ARCP and whether your supervisor agrees with this.

Academic Pay Premium:

At the recent BMA LTFT Conference, it was apparent that lots of trainees were 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 Mailing List:

There has been a recent update to the 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 who is not receiving these updates, please ask them to email westmidlandspaediatrics@gmail.com

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. We are compiling a list of these for each trust and this will be made available on the HEE and West Midlands Paediatrics trainee websites shortly.

Next WM Paediatric LTFT meeting:

Our next meeting with Bridget Wilson as LTFT Specialty Advisor for Paediatrics will be on **11th February 2021**. If you have any current LTFT issues or concerns with your local department, medical staffing, rota, salary, working days etc please let us know by **9th February 2021**.

Finally, that leaves us to say 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.

We have several plans and ideas to take forward as LTFT reps over the next 2 years; we're excited and passionate to be improving the experience for LTFT trainees!

Best Wishes,

Ash, Hannah, Sahiti & Su
Paediatric LTFT Trainee Reps

Email: westmidlandspaediatrics@gmail.com

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