

Trust Board

Agenda Item	P1/017/18	Date: 7th February 2018						
Subject /title	Quarterly Report on Safe Working Hours: Doctors and Dentists in Training							
Author	Dr Neeraj Bhalla, Guardian of Safe Working Hours							
Responsible Director	Dr Sheena Khanduri							
Executive summary and key issues for discussion								
<p>The attached report covers the period October – December 2017.</p> <p>This report is presented to enable the board to form a judgement as to how safely the junior doctors are working within the Trust. This report provides an overview of how many doctors in training are placed within the Trust and feedback regarding exception reporting.</p>								
Strategic context and background papers (if relevant)								
As part of the junior doctors terms and conditions of service there is a requirement for the Guardian of Safe Working to provide a quarterly report to the board.								
Recommended Resolution								
The Board is requested to accept and receive assurance from this report that working hours for doctors in training are considered safe at the current time.								
Risk and assurance								
N/A								
Link to CQC Regulations								
Regulation 12: Safe Care and Treatment Regulation 18: Staffing								
Resource Implications								
N/A								
Key communication points (internal and external)								
N/A								
Freedom of Information Status								
<p>FOI exemptions must be applied to specific information within documents, rather than documents as a whole. Only if the redaction renders the rest of the document non-sensical should the document itself be redacted.</p> <p>Application Exemptions:</p> <ul style="list-style-type: none"> • Prejudice to effective conduct of public affairs • Personal Information • Info provided in confidence • Commercial interests • Info intended for future publication 	<p>Please tick the appropriate box below:</p> <table border="1"> <tr> <td><input checked="checked" type="checkbox"/></td> <td>A. This document is for full publication</td> </tr> <tr> <td><input type="checkbox"/></td> <td>B. This document includes FOI exempt information</td> </tr> <tr> <td><input type="checkbox"/></td> <td>C. This whole document is exempt under FOI</td> </tr> </table> <p>IMPORTANT:</p> <p>If you have chosen B above, highlight the information that is to be redacted within the document, for subsequent removal.</p> <p>Confirm to the Trust Secretary, which applicable exemption(s) apply to the whole document or highlighted sections.</p>		<input checked="checked" type="checkbox"/>	A. This document is for full publication	<input type="checkbox"/>	B. This document includes FOI exempt information	<input type="checkbox"/>	C. This whole document is exempt under FOI
<input checked="checked" type="checkbox"/>	A. This document is for full publication							
<input type="checkbox"/>	B. This document includes FOI exempt information							
<input type="checkbox"/>	C. This whole document is exempt under FOI							

Equality & Diversity impact assessment		
Are there concerns that the policy/service could have an adverse impact because of:	Yes	No
Age		√
Disability		√
Sex (gender)		√
Race		√
Sexual Orientation		√
Gender reassignment		√
Religion / Belief		√
Pregnancy and maternity		√
Civil Partnership & Marriage		√
If YES to one or more of the above please add further detail and identify if full impact assessment is required.		
Next steps		
A report will be presented to Board to provide assurance and raise awareness of any risks or financial penalties on a quarterly basis.		
Appendices		

Strategic Objectives supported by this report

Improving Quality	√	Maintaining financial sustainability	√
Transforming how cancer care is provided across the Network		Continuous improvement and innovation	√
Research		Generating Intelligence	

Link to the NHS Constitution

Patients		Staff	
Access to health care		<i>Working environment</i> Flexible opportunities, healthy and safe working conditions, staff support	√
Quality of care and environment	√	<i>Being heard:</i> • Involved and represented • Able to raise grievances • Able to make suggestions • Able to raise concerns and complaints	√
Nationally approved treatments, drugs and programmes			
Respect, consent and confidentiality	√		
Informed choice		Fair pay and contracts, clear roles and responsibilities	√
Involvement in your healthcare and in the NHS		Personal and professional development	√
Complaint and redress		Treated fairly and equally	√

--	--	--	--

TRUST BOARD

TITLE: Quarterly Report on Safe Working Hours: Doctors and Dentists in Training

AUTHOR: Dr Neeraj Bhalla

RESPONSIBLE DIRECTOR: Dr Sheena Khanduri, Medical Director

FOR: Information / Discussion

Executive summary

This report covers the period October 2017 - December 2017.

Since August 2017 The Clatterbridge Cancer Centre has had junior doctors who are working under the 2016 Junior Doctor contract and its associated Terms and Conditions of Service. There are also junior doctors (2002 contract) working alongside them and on the same rotas who are not on this contract. Information is being collected from both sets of doctors on issues of working hours to ensure patient safety and for completeness, but only significant breaches for doctors on the 2016 contract could incur financial penalties.

Introduction

The 2016 Contract for doctors in training ('Junior Doctors') sets out terms and conditions regarding Working Hours (Schedule 03), Work Scheduling (Schedule 04) and Exception Reporting and Work Schedule Reviews (Schedule 05). These are a system of checks and balances to ensure doctors in training work fixed numbers of hours in a 24 hour period, fixed numbers of consecutive days of work and have designated break times in a work period, to try to ensure they are never so fatigued from work as to be a risk to patient safety, which is of paramount importance. The new contract also has schedules outlining the training opportunities the junior doctors should be receiving to ensure appropriate development of skills and knowledge.

High level data

Number of doctors / dentists in training (total): 6/12/17)	25 (24 from
Number of doctors / dentists in training on 2016 TCS (total):	11
Amount of time available in job plan for guardian to do the role: per week)	0.5 PA (2 hours
Admin support provided to the guardian (if any):	As required

Amount of job-planned time for educational supervisors:
trainee advised

0.25 PA per

a) Exception reports (with regard to working hours)

There are no exception reports for this quarter.

b) Hours Monitoring

Hours monitoring exercises (for doctors on 2002 TCS only)					
Specialty	Grade	Rostered hours	Monitored hours	Banding	Working Time Regulation compliant (Y/N)
Clinical Oncology / Medical Oncology	ST3+	44.18	41	1c	Y
General Medicine	F2	42.5	41	1B	Y

c) Work schedule reviews

No issues have been raised. Educational supervisors are aware of the Work Schedule Review process now there are junior doctors on the new 2016 contract at the Trust.

Work schedules for doctors in training were amended before the change-over in December 2017 to account for their being 1 less on the General Medicine full shift rota and forwarded to the Lead Employers.

d) Locum bookings

Locum bookings (bank) by department					
Specialty	Number of shifts requested	Number of shifts worked	Number of shifts given to agency	Number of hours requested	Number of hours worked
Clinical Oncology / Medical Oncology	9	9	0	121	121
General Medicine	0	0	0	0	0

e) Locum work carried out by trainees

The above shifts have been filled internally by existing registrars.

- 2 shifts were as a result of the Centre delivering radiotherapy treatment on weekend days to avoid prolonged breaks in treatment over the Christmas period. Extra medical cover was required for these 2 shifts.
- 2 shifts needed to be covered due to a trainee no longer being able to fulfill on call duties due to being in the late stages of pregnancy.
- The remaining 5 shifts were to cover short term sickness absence.

f) Vacancies

There are no substantive vacancies during this quarter. There are now 5 gaps in the clinical / medical oncology staffing due to trainees being out of programme (OOP) on research, this affects service provision by Oncology trainees during daytime work and results in Consultants not having the support of these doctors in their clinics.

LATs have been discontinued and it is difficult to appoint LAS doctors so these gaps have not been filled. The on-call out of hour's rota does include these 5 OOP doctors meaning there are no gaps in the on-call shifts.

From 6 December 2017 there has been 1 training grade gap on the general medicine rota. This is because a GP trainee was given a 4 month rotation at CCC by the GP Programme Director instead of the usual 6 months. Work schedules for doctors in training were amended to account for 1 less on this full shift rota and forwarded to the Lead Employers. This rota remains compliant with 2016 T&Cs.

g) Fines

There were no fines incurred in this quarter.

Qualitative information

As Guardian of Safe Working I have introduced myself to the new ward doctors and they are aware of the processes around exception reporting. No issues were raised by them.

Issues arising

There were no issues arising.

Actions taken to resolve issues

None required

Summary

The information in this report confirms that for this quarter, the working hours of ward-based doctors in training (F2, CMT and GP trainees) and Oncology Trainee Doctors were compliant with both the 2002 and 2016 contracts. Locums were used appropriately to cover on-call shifts during this time period.

Questions for consideration

Within this organisation, working hours for doctors in training are considered safe at the current time. The information collected and documented in this report provides assurance for this. It is noted that whilst Haemato-Oncology has now been integrated as part of the Clatterbridge Cancer Centre services, the Haematology doctors in training remain under monitoring by The Royal Liverpool University Hospital as their clinical rotations are organised regionally and their rotas are part of The Royal Liverpool University Hospital junior doctors rotas.

Further monitoring of doctors in training at the Clatterbridge Cancer Centre will continue as an on-going process. No questions have been raised on this issue currently.

Recommendations

The Board is requested to accept and receive assurance from this report that working hours for doctors in training are considered safe at the current time.