

MANCHESTER UNIVERSITY NHS FOUNDATION TRUST

Report of:	Professor Jane Eddleston & Dr Toli Onon - Joint Group Medical Director	
Paper prepared by:	Ged Terriere, Guardian of Safe Working	
Date of paper:	30 th September 2020	
Subject:	Annual report from Guardian of Safe Working (Period August 2019 – July 2020)	
Purpose of Report:	<p>Indicate which by ✓ (tick as applicable-please do not remove text)</p> <ul style="list-style-type: none"> • Information to note • Support • Accept • Resolution • Approval • Ratify ✓ 	
Consideration of Risk against Key Priorities	Staff satisfaction and reputation of the Trust	
Recommendations	Please see section 8	
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Report from the Guardian of Safe Working Period August 2019 – July 2020

1. Executive summary

Following a review of their respective portfolios, Group Medical Directors have agreed that the executive leadership for Medical Education will transfer from Professor Jane Eddleston to Dr Toli Onon at the start of September 2020.

- 1.1 All doctors in training posts within MFT have, since February 2020, been employed under the 2016 Terms and Conditions of Service (TCS) for NHS Doctors and Dentists in Training.
- 1.2 Corona virus has had a significant impact on rotas, staffing and the number of exception reports since March 2020.
- 1.3 468 exception reports were submitted during the above period.
- 1.4 Foundation doctors continue to submit the highest number of exception reports.
- 1.5 The highest number of exception reports was submitted by doctors in Gastroenterology at ORC.
- 1.6 The most common reason for exception reporting continues to be late finishes.
- 1.7 The majority (68%) of doctors received payment as compensation for the additional time worked
- 1.8 There has been an overall reduction in the number of vacant training post in this year compared to the previous year.
- 1.9 The number of locum shifts requested has decreased by about 5000 compared to last year.
- 1.10 Educational supervisors are supportive of exception reporting but the time to action the reports is still too long.
- 1.11 There have been several rotas which have not been compliant with the TCS during the year. Most of the difficulties have been successfully addressed. Resolution of the remaining rotas is required before the GoSW can give assurance to the HR Scrutiny Committee and ultimately the Trust Board that all doctors and dentists in training at MFT are working safely.

2. High level data

Total number of doctors/dentists in training	861
Total number of doctors/dentists in training on 2016 TCS	861

Total number of exception reports raised	468
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Amount of time available in job plan for Guardian to do the role	15 hrs
Admin support provided to the Guardian per week	15 hrs
Amount of job planned time for education supervisors	0.25 PA

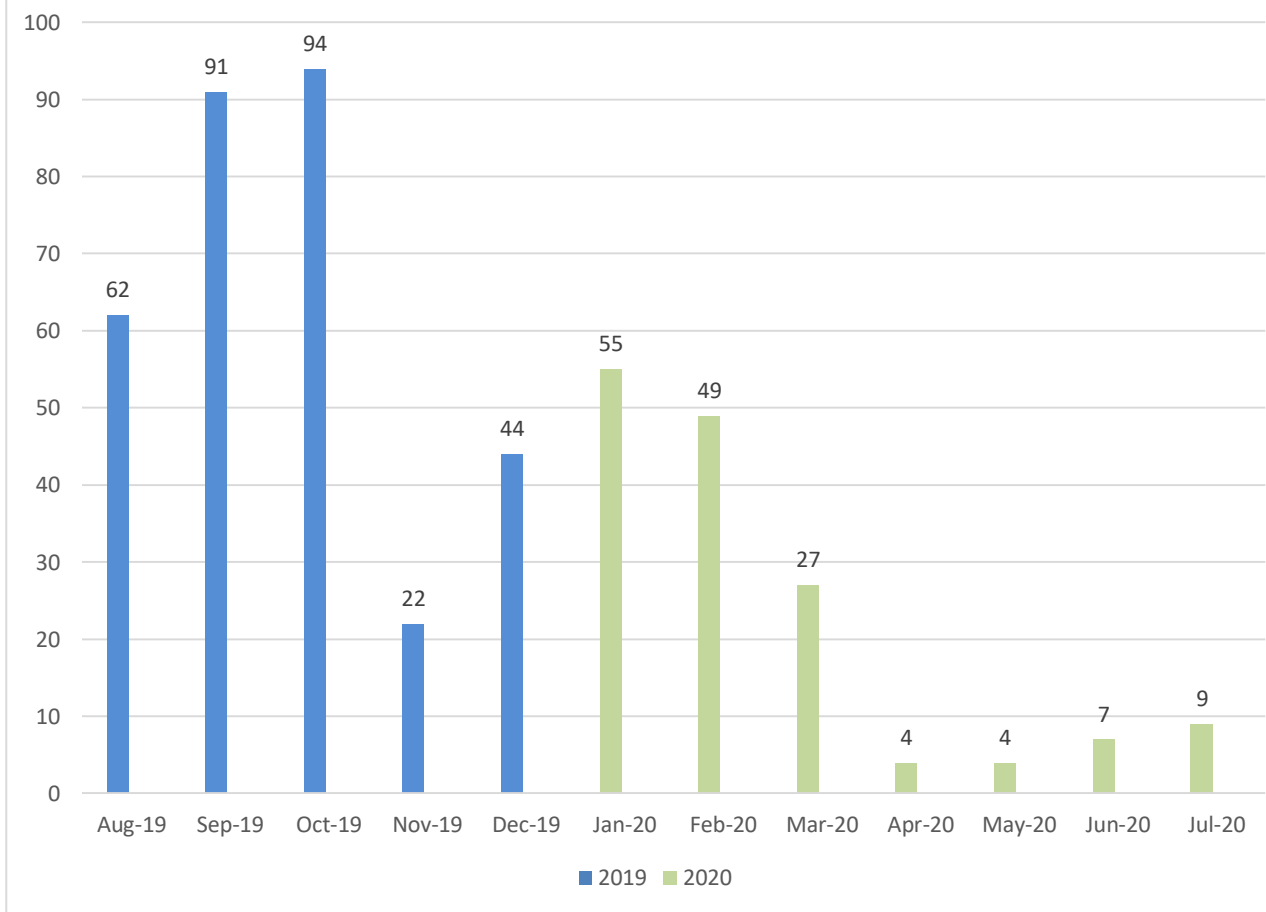
3. Annual data summary (August 2019 – July 2020)

3.1 Exception reports

3.1.1 – Exception reports submitted by month

Month	Total number of exception reports raised
August 2019	62
September 2019	91
October 2019	94
November 2019	22
December 2019	44
January 2020	55
February 2020	49
March 2020	27
April 2020	4
May 2020	4
June 2020	7
July 2020	9
Total	468

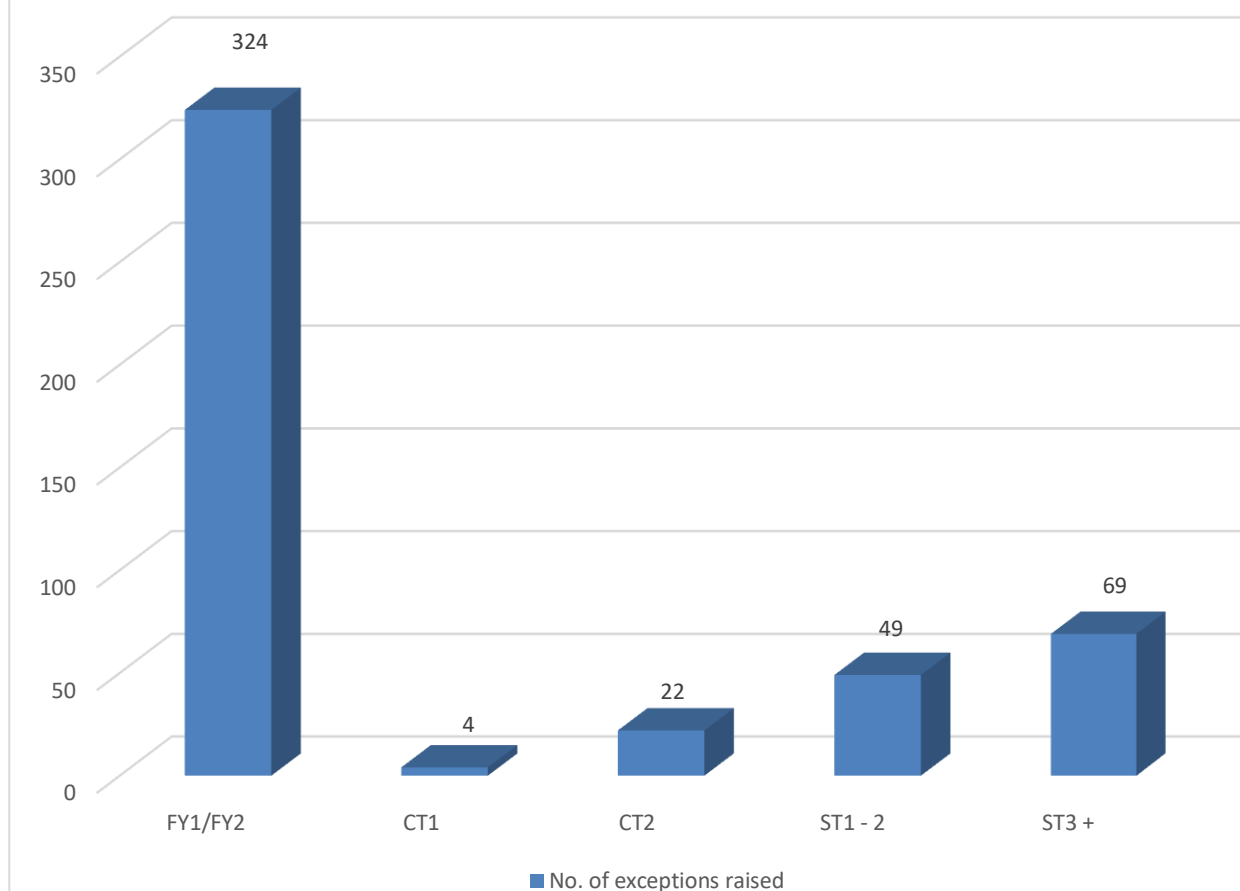
Graphical representation of exception reports submitted from August 2019 - July 2020



3.1.2 – Exception reports by grade

Grade	No. of exceptions raised
FY1/FY2	324
CT1	4
CT2	22
ST1 - 2	49
ST3 +	69
Total	468

Graphical representation of exception reports by grade

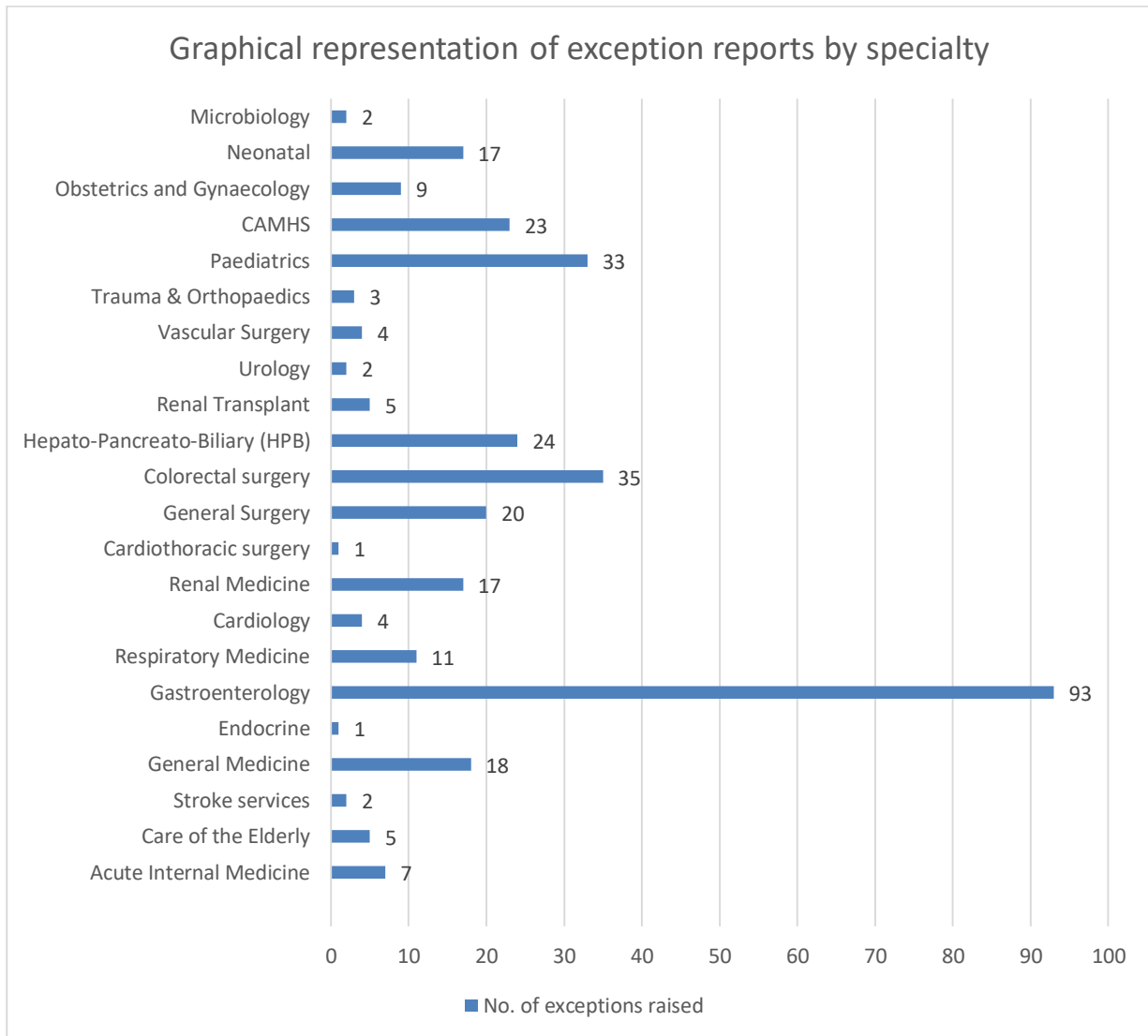


3.1.3 – Exception reports by speciality

(I) ORC

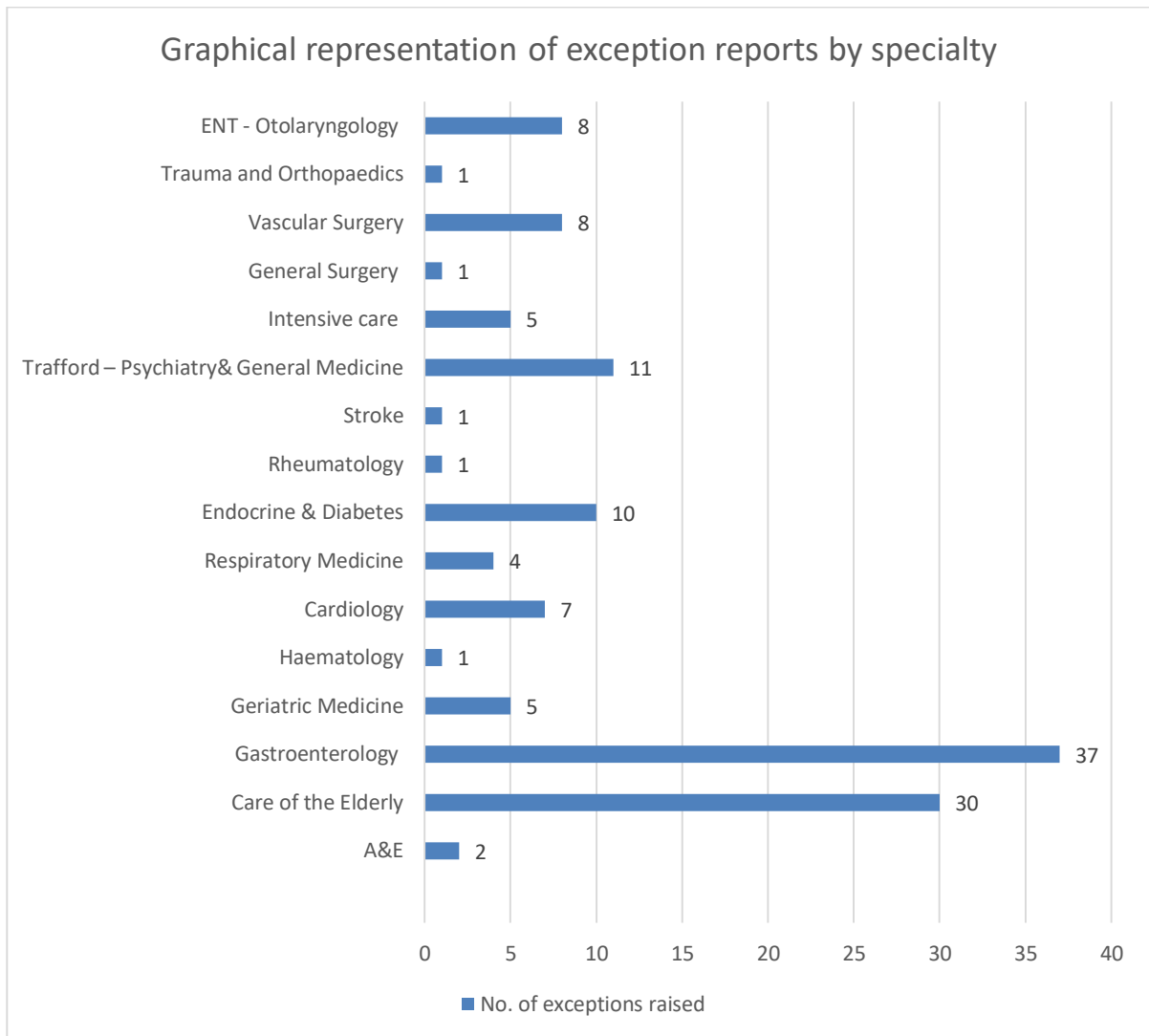
Specialty	No. of exceptions raised	Specialty	No. of exceptions raised
Acute Internal Medicine	7	Colorectal surgery	35
Care of the Elderly	5	Hepato-Pancreato-Biliary (HPB)	24
Stroke services	2	Renal Transplant	5
General Medicine	18	Urology	2
Endocrine	1	Vascular Surgery	4
Gastroenterology	93	Trauma & Orthopaedics	3
Respiratory Medicine	11	Paediatrics	33
Cardiology	4	CAMHS	23
Renal Medicine	17	Obstetrics and Gynaecology	9
Cardiothoracic surgery	1	Neonatal	17

General Surgery	20	Microbiology	2
Total: 336			



(II) WTWA

Specialty	No. of exceptions raised	Specialty	No. of exceptions raised
A&E	2	Rheumatology	1
Care of the Elderly	30	Stroke	1
Gastroenterology	37	Trafford – Psychiatry & General Medicine	11
Geriatric Medicine	5	Intensive care	5
Haematology	1	General Surgery	1
Cardiology	7	Vascular Surgery	8
Respiratory Medicine	4	Trauma and Orthopaedics	1
Endocrine & Diabetes	10	ENT - Otolaryngology	8
Total:	132		



3.1.4 Exception reports by Rota

(I) ORC

Rota	No. of exceptions raised
MRI General Medicine FY1	129
MRI General Medicine	4
MRI General Surgery FY1	91
MRI Vascular Surgery	4
RMCH Tertiary Paediatrics ST1-3	31
RMCH CAMHS Core Trainee Rota	3
RMCH - **CAMHS Senior New 2020	1
RMCH CAMHS Senior ST3+	19
Paediatric Intensive care	2
St Mary's Neonates ST1-2	17
St Mary's SHO	5

ST Mary's Obstetrics and Gynaecology	4
MRI Cardiothoracic	1
Vascular	3
Transplant	1
Microbiology	2
MRI Renal	14
Respiratory Medicine Junior	3
Trauma & Orthopaedics	2
Total	336

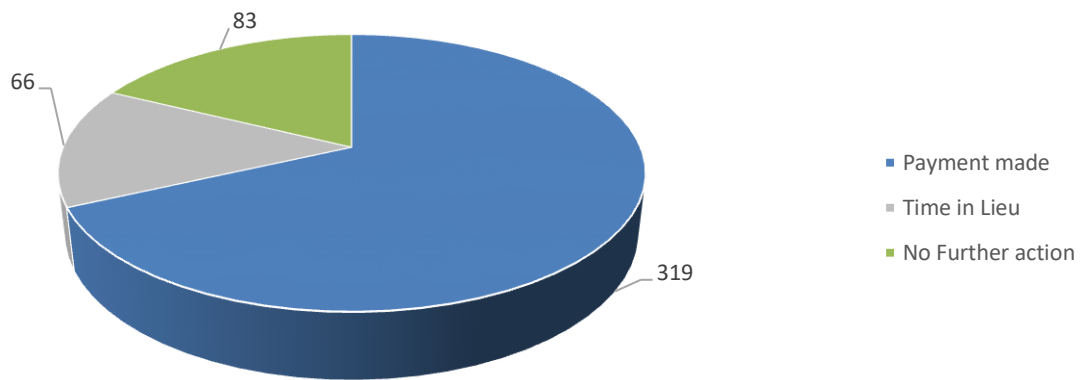
(II) WTWA

Rota	No. of exceptions raised
A&E – ST3 +	2
General Surgery FY1	1
General Medicine FY1	53
General Medicine Jnr	35
General Medicine Senior	5
General Medicine FY1 Covid – step -down	3
WTWA Respiratory Medicine Jnr	2
FY1 - Cardiology and Respiratory	6
ENT Snr	8
Vascular	3
Trafford – Psychiatry & General Medicine	12
Trauma and Orthopaedics	1
ICU	1
Total	132

3.1.5 Exception reports by outcome

Outcomes	Number	%
Payment made	319	68%
Time in Lieu	66	14%
No Further action	83	18%
Total	468	100%

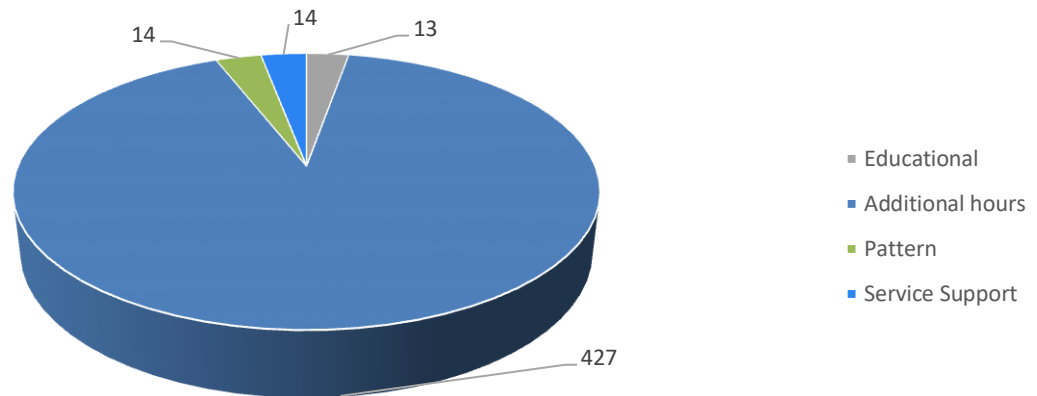
Graphical representation of exception reports by outcome



3.1.6 Exception reports by type

Type	No. exceptions report raised	%
Educational	13	3%
Additional hours	427	91%
Pattern	14	3%
Service Support	14	3%
Total	468	100%

Graphical representation of exception reports by type

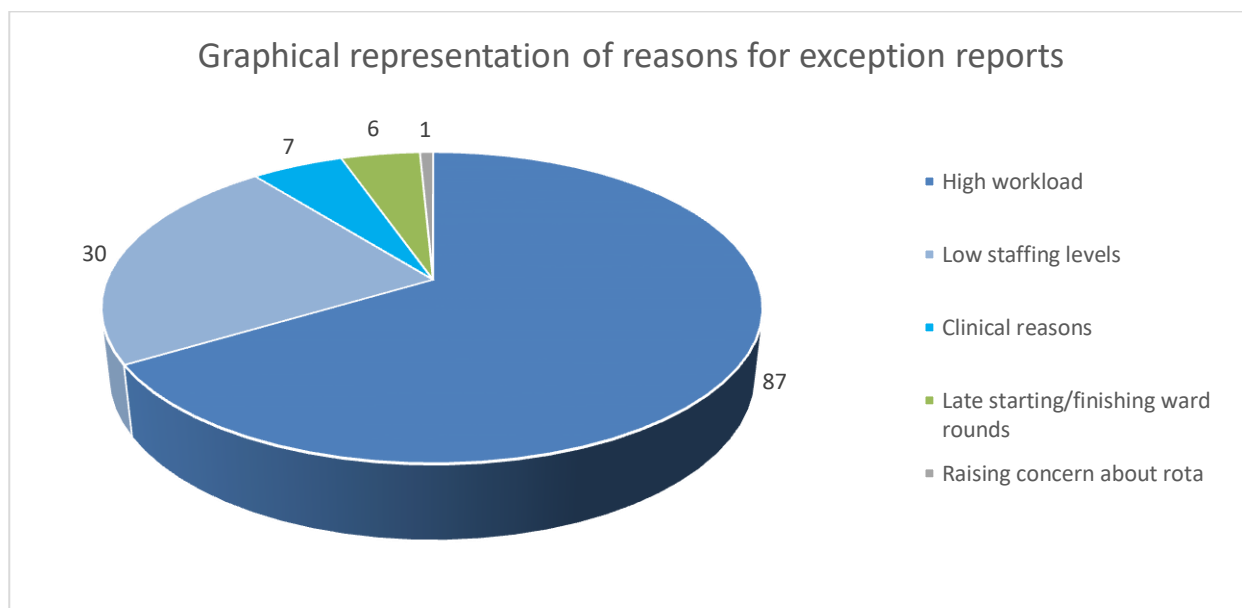


3.1.7 Triggers for exception reports

The main reasons identified for submission of exception reports were:

Reasons	Number
High workload	266
Low staffing levels	124
Clinical reasons	41
Late starting/finishing ward rounds	21

Raising concern about rota/ work schedule	3
Unable to take breaks	13
Total	468



3.1.8 Safety concerns by speciality

Six exception reports were identified by the doctors as being 'Immediate safety concern' during the year. Following review by the educational supervisor and the GoSW, the concerns raised in 2 of the reports were found not to be posing an immediate risk to the patients or doctors concerned leaving 4 reports from the following specialties.

Specialty	Number of safety concerns raised
Respiratory medicine (ORC)	1
Paediatric services (ORC)	2
CAMHS services (ORC)	1

All 4 concerns were related to temporary staff shortages which were resolved.

3.1.9 Breaches that attract a financial penalty

13 fines have been levied during the period covered by this report year. These involved:

- 2 fines to the Gastroenterology department at ORC for breaching the 48 hours average working week.
- 11 fines to the CAMHS services for breaching the 5 hours continuous rest period between 22.00 – 07.00 hrs whilst non-resident on call.

The total amount fined was £3,978 of which £1,821 was paid to the relevant doctors. The remaining £2,157 was allocated to the budget overseen the GoSW on behalf of the Junior Doctors' Forum. The Forum is responsible for deciding how this money is spent within the agreed framework identified in the Terms and Conditions of service. (see section 6 below)

4. Establishment figures and vacancies each quarter

4.1 ORC

Specialty	Grade	Establishment	Vacancies			
			Q1	Q2	Q3	Q4
Academic	Foundation Year 2	2.0	0	0	0	0
ACCS Anaesthetics	Specialty Training Level 1/2: CT2	4.0	0	0	0	0
ACCS EM	Specialty Training Level 1/2: CT1	3.0	0	0	0	0
ACCS ICM	Specialty Training Level 1/2: 2	4.0	0	0	0	0
ACCS Medicine	Specialty Training Level 1/2: CT1	3.0	0	0	0	0
Acute Internal Medicine	Foundation Year 1	2.0	0	0	0	0
	SpR/Specialty Trainee Level 3+	5.0	0	0	0	0
Anaesthetics	Foundation Year 2	2.0	0	0	0	0
	SpR/Specialty Trainee Level 3+	39.0	1	1	2	1
Audio vestibular Medicine	SpR/Specialty Trainee Level 3+	2.0	0	0	0	0
Cardiology	Foundation Year 1	1.0	0	0	0	0
	SpR/Specialty Trainee Level 3+	7.0	1	0	0	0
Cardiothoracic Surgery	Foundation Year 1	1.0	0	0	0	0
	SpR/Specialty Trainee Level 3+	3.0	1	1	3	3
Chemical Pathology	SpR/Specialty Trainee Level 3+	2.0	0	0	1	1
Child and Adolescent Psychiatry	SpR/Specialty Trainee Level 4+	10.0	3	3	2	0
Clinical Genetics	SpR/Specialty Trainee Level 3+	5.0	0	0	1	2
Clinical Radiology	SpR/Specialty Trainee Level 3+	15.0	2	2	1	1
Core Anaesthetics Training	Specialty Training Level 1/2: ST1	3.0	0	0	0	0
	Specialty Training Level 1/2: ST2	2.0	0	0	0	0
Core Medical Training	Specialty Training	18.0	3	4	4	4

Specialty	Grade	Establishment	Vacancies			
			Q1	Q2	Q3	Q4
	Level 1/2: CT1-3					
Core Psychiatry Training	Specialty Training Level 1/2: CT1	1.0	0	0	0	0
	Specialty Training Level 1/2: CT2	4.0	0	0	0	0
Core Surgical Training	Specialty Training Level 1/2: CT1-3	16.0	4	4	2	2
Dental Core Training	Dental Core Training	17.0	0	0	0	0
Dental Public Health	Dental SpR/Specialty Trainee Level 3+	1.0	0	0	0	0
Emergency Medicine	Foundation Year 2	12.0	0	0	0	0
	Specialty Training Level 1/2: GP	7.0	0	0	0	0
	SpR/Specialty Trainee Level 3+	15.0	1	0	0	0
Endocrinology and Diabetes Mellitus	Specialty Training Level 1/2: GP	1.0	0	0	1	0
Gastroenterology	SpR/Specialty Trainee Level 3+	5.0	0	1	0	0
	Foundation Year 1	3.0	0	0	0	0
	Specialty Training Level 1/2: GP	1.0	0	0	0	0
	SpR/Specialty Trainee Level 3+	3.0	0	0	0	0
General Medicine	Foundation Year 1	14.0	0	0	0	0
	Specialty Training Level 1/2: GP	1.0	0	0	0	0
General Practice	Non-Foundation Year 2: GP	16.0	0	0	0	0
General Psychiatry	Foundation Year 1	3.0	0	0	0	0
	Foundation Year 2	4.0	0	0	0	0
General Surgery	Foundation Year 1	12.0	0	0	0	0
	SpR/Specialty Trainee Level 3+	10.0	2	2	1	2
	Foundation Year 2	1.0	0	0	0	0
Genitourinary Medicine	Foundation Year 2	1.0	0	0	0	0
	SpR/Specialty Trainee Level 3+	4.0	0	0	0	0
Geriatric Medicine	Specialty Training Level 1/2: GP	1.0	0	0	0	0
	SpR/Specialty Trainee Level 3+	4.0	1	1	0	0
Geriatric Medicine	Specialty Training Level 1-21/2:	1.0	0	0	0	0

Specialty	Grade	Establishment	Vacancies			
			Q1	Q2	Q3	Q4
	GP1.0					
Haematology	SpR/Specialty Trainee Level 3+	9.0	0	0	0	0
Histopathology	Foundation Year 2	1.0	0	0	0	0
	Specialty Training Level 1/2: ST1	8.0	0	0	1	1
	SpR/Specialty Trainee Level 3+	6.0	1	1	1	0
Immunology	SpR/Specialty Trainee Level 3+	1.0	0	0	1	1
Intensive Care Medicine	SpR/Specialty Trainee Level 3+	12.0	0	0	1	1
Maxillofacial Radiology	Non-Dental SpR/Specialty Trainee Level 3+	1.0	0	0	0	0
Medical Microbiology	Specialty Training Level 1/2: ST1	1.0	0	0	1	0
	SpR/Specialty Trainee Level 3+	5.0	0	0	0	1
Neurosurgery	SpR/Specialty Trainee Level 3+	2.0	0	0	0	0
Nuclear Medicine	SpR/Specialty Trainee Level 3+	2.0	0	0	0	0
Obstetrics and Gynaecology	Foundation Year 2	2.0	0	0	0	0
	Specialty Training Level 1/2: GP	6.0	0	0	0	0
	Specialty Training Level 1/2: ST1	1.0	0	0	0	0
	Specialty Training Level 1/2: ST2	3.0	0	0	0	0
	SpR/Specialty Trainee Level 3+	15.0	0	0	1	0
Ophthalmology	Foundation Year 2	1.0	0	0	0	0
	Specialty Training Level ½: CT2	1.0	0	0	0	0
	Specialty Training Level 1/2: ST2	1.0	0	0	0	0
	SpR/Specialty Trainee Level 3+	17.0	0	0	0	2
Oral and Maxillofacial Surgery	SpR/Specialty Trainee Level 3+	4.0	0	0	0	1
Oral Medicine	Non-Dental SpR/Specialty Trainee Level 3+	1.0	0	0	0	0
Oral Rehab/Head & Neck Fellowship	Non-Dental SpR/Specialty Trainee Level 3+	1.0	0	0	0	0

Specialty	Grade	Establishment	Vacancies			
			Q1	Q2	Q3	Q4
Oral Surgery	Non-Dental SpR/Specialty Trainee Level 3+	3.0	0	0	0	0
Orthodontics	Non-Dental SpR/Specialty Trainee Level 3+	1.0	0	0	0	0
Otolaryngology	SpR/Specialty Trainee Level 3+	4.0	0	0	0	0
Paediatric and Perinatal Pathology	SpR/Specialty Trainee Level 3+	2.0	1	1	0	0
Paediatric Cardiology	SpR/Specialty Trainee Level 3+	1.0	0	0	0	0
Paediatric Dentistry	Non-Dental SpR/Specialty Trainee Level 3+	2.0	0	0	0	0
	SpR/Specialty Trainee Level 3+	3.0	0	0	0	0
Paediatric Emergency Medicine	Foundation Year 2	1.0	0	0	0	0
	SpR/Specialty Trainee Level	1.0	0	0	0	0
Paediatric Surgery	SpR/Specialty Trainee Level 3+	8.0	1	1	1	1
Paediatrics	Specialty Training Level 1/2: GP	3.0	0	0	0	0
	Specialty Training Level 1/2: ST1	2.0	0	0	0	0
	Specialty Training Level 1/2: ST2	20.0	0	0	0	0
	SpR/Specialty Trainee ST3+	47.0	3	2	3	0
	Foundation Year 2	2.0	0	0	0	0
Plastic Surgery	SpR/Specialty Trainee Level 3+	1.0	0	0	1	1
Rehabilitation Medicine	SpR/Specialty Trainee Level 3+	2.0	1	1	1	1
Renal Medicine	Foundation Year 1	2.0	0	0	0	0
	SpR/Specialty Trainee Level 3+	8.0	1	0	1	0
Respiratory Medicine	Foundation Year 1	1.0	0	0	0	0
	SpR/Specialty Trainee Level 3+	3.0	0	0	0	0
	Foundation Year 2	1.0	0	0	0	0
Restorative Dentistry	Dental SpR/Specialty Trainee Level 3+	3.0	0	0	0	0
	Other SpR/Specialty Trainee Level 3+	2.0	0	0	0	0

Specialty	Grade	Establishment	Vacancies			
			Q1	Q2	Q3	Q4
Rheumatology	SpR/Specialty Trainee Level 3+	3.0	0	0	0	0
	Foundation Year 2	1.0	0	0	0	0
Trauma and Orthopaedic Surgery	Foundation Year 1	3.0	0	0	0	0
	SpR/Specialty Trainee Level 3+	7.0	0	0	0	0
Urology	Foundation Year 1	3.0	0	0	0	0
	SpR/Specialty Trainee Level 3+	2.0	1	0	0	0
Vascular Surgery	Foundation Year 1	3.0	0	0	0	0
	SpR/Specialty Trainee Level 3+	3.0	0	0	0	0
Grand Total		540.0	29	26	29	26

4.2 WTWA

Specialty	Grade	Establishment	Vacancies			
			Q1	Q2	Q3	Q4
Academic	Foundation Year 2	2.0	0	0	0	0
ACCS Anaesthetics	Specialty Training Level 1/2: CT2	3.0	0	0	0	0
ACCS EM	Specialty Training Level 1/2: CT1-3	5.0	0	0	0	0
ACCS ICM	Specialty Training Level 1/2: 2	1.0	0	0	0	0
ACCS Medicine	Specialty Training Level 1/2: CT1	4.0	0	0	0	0
Acute Internal Medicine	Foundation Year 1	1.0	0	0	0	0
	SpR/Specialty Trainee Level 3+	3.0	0	1	0	0
Allergy	SpR/Specialty Trainee Level 3+	2.0	0	0	0	0
Anaesthetics	SpR/Specialty Trainee Level 3+	23.0	0	1	0	0
Cardiology	Foundation Year 1	2.0	0	0	0	0
	Specialty Training Level 1/2: GP	1.0	0	0	0	0

Specialty	Grade	Establishment	Vacancies			
			Q1	Q2	Q3	Q4
	SpR/Specialty Trainee Level 3+	6.0	0	1	1	0
Cardiothoracic Surgery	SpR/Specialty Trainee Level 3+	5.0	0	1	2	2
Chemical Pathology	SpR/Specialty Trainee Level 3+	1.0	0	0	0	0
Clinical Radiology	Specialty Training Level 1/2: ST1	2.0	1	1	1	0
	SpR/Specialty Training	9.0	0	0	0	1
Core Anaesthetics Training	Specialty Training Level 1/2: CT1	2.0	0	0	0	0
	Specialty Training Level 1/2: CT2	5.0	0	0	0	0
Core Medical Training	Specialty Training Level 1/2: CT1	12.0	0	0	0	0
	Specialty Training Level 1/2: CT2	16.0	5	6	6	6
Core Surgical Training	Specialty Training Level 1/2: CT1	13.0	1	0	0	1
	Specialty Training Level 1/2: CT2	5.0	0	0	1	0
Dental Core Training	Dental Core Training	5.0	0	0	0	0
Emergency Medicine	Foundation Year 2	5.0	0	0	0	0
	Specialty Training Level 1/2: GP	5.0	0	0	0	0
	SpR/Specialty Trainee Level 3+	7.0	0	0	0	0
	Foundation Year 1	1.0	0	0	0	0
Endocrinology and Diabetes Mellitus	Specialty Training Level 1/2: GP	2.0	0	0	0	0
	SpR/Specialty Trainee Level 3+	4.0	0	0	0	0
Gastroenterology	Specialty Training Level 1/2: GP	2.0	0	0	0	0
	SpR/Specialty Trainee Level 3+	3.0	0	0	0	0
General Medicine	Foundation Year 1	4.0	0	0	0	0
General Practice	Foundation Year 2: GP	12.0	0	0	0	0
General Psychiatry	Foundation Year 1	2.0	0	0	0	0
	Foundation Year 2	1.0	0	0	0	0
General Surgery	Foundation Year 1	8.0	0	0	0	0
	SpR/Specialty Trainee Level 3+	7.0	0	0	0	1
Genitourinary Medicine	SpR/Specialty Trainee Level 3+	1.0	0	0	0	1

Specialty	Grade	Establishment	Vacancies			
			Q1	Q2	Q3	Q4
	Foundation Year 1	6.0	0	0	0	0
Geriatric Medicine	Specialty Training Level 1/2: GP	6.0	0	0	0	0
	SpR/Specialty Trainee Level 3+	6.0	0	0	0	0
Histopathology	SpR/Specialty Trainee Level 3+	4.0	2	1	1	1
Intensive Care Medicine	Foundation Year 2	1.0	0	0	0	0
	SpR/Specialty Trainee Level 3+	10.0	2	5	4	3
Liaison Psychiatry	Foundation Year 2	1.0	0	0	0	0
Medical Microbiology	SpR/Specialty Trainee Level 3+	1.0	0	0	0	0
Obstetrics and Gynaecology	Foundation Year 2	2.0	0	0	0	0
	Specialty Training Level 1/2: GP	3.0	0	0	0	0
	Specialty Training Level 1/2	3.0	0	0	0	0
	SpR/Specialty Trainee Level 3+	8.0	0	0	0	0
Old Age Psychiatry	Foundation Year 1	1.0	0	0	0	0
	Foundation Year 2	1.0	0	0	0	0
Oral and Maxillofacial Surgery	SpR/Specialty Trainee Level 3+	2.0	0	0	0	0
Orthodontics	Dental SpR/Specialty Trainee Level 3+	3.0	0	0	0	0
Otolaryngology	SpR/Specialty Trainee Level 3+	2.0	0	0	0	0
Paediatrics	Foundation Year 2	2.0	0	0	0	0
	Specialty Training Level 1/2: ST1-2	5.0	1	1	1	0
	Specialty Training Level 1/2: GP	5.0	0	0	0	0
	Specialty Training Level 3: ST3	8.0	0	0	0	0
Pathology	Foundation Year 2	1.0	0	0	0	0
Plastic Surgery	SpR/Specialty Trainee Level 3+	13.0	2	3	2	1
Plastic Surgery (Hand Surgery)	SpR/Specialty Trainee Level 3+	1.0	0	0	0	0
Rehabilitation Medicine	SpR/Specialty Trainee Level 3+	1.0	0	0	0	0
Renal Medicine	Foundation Year 1	1.0	0	0	0	0
Respiratory Medicine	Foundation Year 1	4.0	0	0	0	0
	SpR/Specialty Trainee	8.0	0	0	0	0

Specialty	Grade	Establishment	Vacancies			
			Q1	Q2	Q3	Q4
	Level 3+					
Rheumatology	SpR/Specialty Trainee Level 3+	2.0	0	0	0	0
Stroke Medicine	Foundation Year 1	1.0	0	0	0	0
Trauma and Orthopaedic Surgery	Foundation Year 1	4.0	0	0	0	0
	Foundation Year 2	1.0	0	0	0	0
	SpR/Specialty Trainee Level 3+	4.0	0	0	0	0
Urology	Foundation Year 1	2.0	0	0	0	0
	SpR/Specialty Trainee Level 3+	2.0	0	0	0	0
Vascular Surgery	Foundation Year 1	3.0	0	0	1	0
Grand Total		321.0	14	21	20	17

5. Locum bookings

5.1 Locum bookings (Bank & Agency) by department

Area	Number of shifts requested	Number of shifts worked	No of hours requested	Number of hours worked
A&E	3,231	1,846	31,188	15,740
Medical Assessment	165	112	1,236	807
Acute medicine	2,613	1,759	23,833	14,937
Acute ICU	68	70	708	724
Adult CRF	53	45	194	177
Anaesthetics	751	251	7,739	2,563
Burns and Plastics	473	412	5,135	4,553
Cardiology	214	84	2,192	719
Cardiothoracic Surgery	910	607	9,805	6,681
Care of the Elderly Rehab	1,413	1,912	11,975	16,126
Children's Radiology	53	41	591	453
Community Learning Disability Team Central	51	0	492	0

Area	Number of shifts requested	Number of shifts worked	No of hours requested	Number of hours worked
Critical care	162	13	1,689	157
CYTOLOGY - NON GYNAE	11	11	88	97
Dermatology	529	325	7,126	2,369
Diabetes & Endocrinology	117	116	1,123	1,124
ENT	679	468	5,802	3,963
Gastroenterology	1,022	540	10,133	5,295
General Medicine (Trafford)	941	507	9,549	5,348
General Surgery	570	417	5,971	4,078
Haematology	359	103	2,946	844
Healthy Young Minds	419	0	4,111	0
HISTOPATHOLOGY	11	0	88	0
IMS Medical Outliers	826	214	7,205	1,801
INRU (TGH)	382	40	3,079	304
Maxillofacial	87	48	958	502
Medical Staff Urgent Care	1286	931	12,013	8,753
Medical Staff- R Transplant	61	33	1,154	607
Microbiology & Virology	253	151	2,294	1,460
Neurology	15	54	134	413
Neurophysiology	68	64	443	428
NICU	162	108	1,671	1,050
Not identified	2,429	664	25,099	7,080
NW Vent Unit - Specialist Team	1	0	8	0
Obstetrics & Gynaecology	747	481	5,757	3,918
CAMHS	424	250	6,136	4,256
Paediatric ICU	468	210	4,799	2,027

Area	Number of shifts requested	Number of shifts worked	No of hours requested	Number of hours worked
Paediatrics services	1,187	1,039	12,421	10,782
Renal medicine	272	173	2,336	1,382
Respiratory - Medics	15	2	119	7
Resuscitation	59	62	627	555
Rheumatology	3	1	63	24
Specialty Medicine - Tertiary	327	256	3,660	3,279
Thoracic	524	523	4,923	4,899
Trafford Medical Staff Urgent Care	422	487	5,252	5,866
Trafford UCC Medical Staff	280	3	3,506	38
Trauma & Orthopaedics	1,901	1,090	4,572	10,305
Urology	555	366	5,398	3,883
Vascular Surgery Medical Staff	158	117	1,506	1116
Wythenshawe x-ray	58	40	340	202
COVID-19	3,997	1,900	40,735	17,646
Cytology	0	11	0	97
Main X-ray	13	4	113	37
Medical Staff - Acute Med	31	23	268	173
Medical staff - other	474	406	4,642	4,178
Paediatrics	235	202	3,097	1,987
PICU	274	214	2,607	1,994
Respiratory	26	4	215	13
RMCH CAMS	45	60	832	1128
Surgery	127	214	1,540	2,465
Dental	24	5	314	99
General Medicine (Trafford)	402	43	3,679	422

Area	Number of shifts requested	Number of shifts worked	No of hours requested	Number of hours worked
Cystic Fibrosis service	31	25	257	202
Heart & Lung services	54	0	663	0
WTWA – Nightingale unit	169	0	1,818	0
Total	33,997	21,895	336,791	209,090

5.2 Locum bookings (Bank & Agency) by grade

Specialty	Number of shifts requested	Number of shifts worked	Hours requested	Hours worked
Consultant	7,722	22,965	70,078	39,874
Dental core training	28	0	335	274
Foundation (Y1)	2,528	1,220	27,575	2,521
Foundation (Y2)	883	487	7,902	5,283
StR 1-2 & Core Medical Trainees	13,455	37,018	128,313	89,343
StR3+	8,370	10,936	92,333	57,865
Specialty/Staff Grade doctors	1,011	2,030	10,255	13,932
Total	33,997	21,895	336,791	209,090

5.3 Locum bookings (Bank & Agency) by reason

Reason	Number of shifts requested	Number of shifts worked	Hours requested	Hours worked
Additional activity	10,261	7,525	101,153	72,887
Annual leave	173	78	1,550	668
Capacity & Demand	146	76	1,424	658

Reason	Number of shifts requested	Number of shifts worked	Hours requested	Hours worked
Carer leave	6	0	45	0
Covid 19 pressures	3,552	1,509	36,523	13,784
Maternity/Paternity leave	112	55	1,043	576
Sickness	1,154	543	11,702	4,919
Special leave	28	14	248	96
Study leave	37	27	403	213
Vacancy	18,287	12,065	180,274	114,659
Winter pressures	64	0	515	0
Extra cover	5	0	40	0
Field hospital	172	3	1,846	28
Total	33,997	21,895	336,791	209,090

6. Junior Doctors' Forum (JDF)

As part of the 2016 TCS for doctors and dentists in training, there is a requirement to hold a Junior Doctors' forum at least every quarter. JDFs have been held both at Wythenshawe and Oxford road sites to help with attendance of doctors. Despite continuing effort, membership has remained unrepresentative of the doctors in training or hospitals. Similar difficulties have also been experienced by the MFT Junior Doctors' workforce group which focuses on Trust wide matters such as rest facilities for junior doctors. A review of the arrangements for engaging doctors within the Trust was undertaken which concluded that the 2 groups should merge creating a single group for engaging doctors/dentists within MFT. The proposal to have 2 representatives from each hospital as members of this new group was supported by the hospital Medical Directors. The first meeting of the revised Junior Doctors' Forum was held on 23rd September with subsequent meetings planned every 8 weeks.

One of the functions of the JDF is to decide how any monies raised from fines, accrued in the account overseen by the GoSW, should be used. For financial year 2019/2020, the JDF decided that the accrued sum of £ 2,973* should be added to the funds being used to improve junior doctors' rest facilities across the Trust.

*Breakdown of accrued monies from fines for financial year 2019/2020

Period	Amount accrued in account overseen by GoSW
April 19 – July 19	£ 816
August 19 – March 20	£ 2,157
Total	£ 2,973

7. Summary

The 2016 Terms and conditions of service for junior doctors and dentists in training which introduced improved working arrangements and a modernised pay system was reviewed and amended in 2018. Staggered implementation of the changes commenced in August 2019.

The Trust’s compliance with some of the key changes is indicated below:

Terms and conditions of service	Compliance
46 hours rest required after working any number of rostered nightshifts	Compliant
The maximum of 72 hours work in any ‘7 consecutive day period’ altered to any ‘consecutive period of 168 hours’.	Compliant
Maximum number of consecutive long shifts decreased from 5 to 4	Compliant
Maximum frequency of 1:3 weekends	<p>Non-compliant</p> <p>Specifically- (Renal Transplant, Paediatric Neurosurgery, Haematology at ORC and Medical Microbiology. *) (Please see comments below)</p>
Maximum of 7 shifts of any length can be worked on 7 consecutive days.	<p>Compliant with the exception of Urology services ** (Please see below)</p>
Entitlement to an additional rest break of 30 mins when working a night shift of 12 hours or more	<p>Few exception reports are submitted relating to not being able to take rest breaks - More work is required to encourage/facilitate medical trainees to take rest breaks within the Trust.</p>

*Re - Maximum frequency of 1:3 weekends

Additional staffing will be required to make the rotas in Paediatric Neurosurgery, Haematology at ORC and Medical Microbiology compliant. This is being progressed by the respective teams.

Despite the involvement of staff from Medical workforce, the Associate Director for Medical education for workforce and the GoSW, no solution has yet been identified for Renal Transplant.

An update regarding the above services will be provided in subsequent reports.

****Re - Urology services –**

Within the Terms and Conditions of service, it is possible for the number of consecutive shifts to be increased to a maximum of 8 where both the doctors on the rota and the employer agree, through the local processes that it is safe and acceptable to both parties to do so. Any agreement must be reviewed annually.

The doctors on the Urology rota have requested to continue working 8 consecutive shifts. This is supported by the Consultants within the speciality. Initial discussion has been had with staff in medical workforce, the GoSW and BMA industrial relations officer. No safety concerns have been identified. This will be formally raised at the next Junior Doctors' forum.

There has, this year, been fewer vacant training post compared to the last year. Request for locum shifts also reduced by 4,980 indicating fewer unfilled shifts across the Trust. Both will have contributed towards ensuring safer working conditions for the doctors in training.

A review of vacancy against establishment figures in section 4 indicated vacancies in 34 specialties for part of the year whilst 12 specialties had vacancies throughout the year. As highlighted in previous reports, the data provided relates only to doctors in training and as such does not provide the full picture. Information about the non-training grade doctors, who also are involved in the rotas, is not yet readily available making it difficult to draw any specific conclusions. The use of the Allocate Software for rosters currently being rolled out at ORC will address this and enable the number of vacancies for non-training grade doctors to be also included in the report.

The number of exception reports received decreased from 578 in the previous year to 468 in year. This reduction is the direct result of the agreed temporary relaxation of the 2016 TCS to support the service pressures presented by the COVID 19 pandemic, specifically impacting on the number of exception reports for the last 4 months of this year.

The number of exception reports in Gastroenterology at Wythenshawe hospital and the CAMHS service at ORC have been significantly reduced in year following the appointment of additional staff in Gastroenterology and ensuring the availability of a second doctor on call at night time in CAHMS.

The highest number of exception reports were submitted by doctors in Gastroenterology at ORC. The reports are mainly related to late finishes due to a high burden of ward work. Significant efforts have been made to improve the trainees' experience within the service. This has involved the introduction of a consultant of the week model, additional support from locum staff and the more recent reduction of the Gastroenterology bed base from two wards to one. The impact of these actions on the trainees will be closely monitored and included in the next quarterly report.

13 exception reports were submitted highlighting missed educational sessions a result of service pressures. These were addressed by the educational supervisors as well as escalated to the relevant Director of Medical Education as per protocol.

Few exception reports were received relating to missed rest breaks. Verbal feedback from some trainees would however suggest that there is an acceptance that breaks will be missed hence the lack of reporting. More focus on this area is required.

Within the Trust, 80 trainees submitted exception reports in the year. It is clear that medical trainees have not fully embraced the exception reporting system. This is reflected nationally. Whilst a minority of doctors in training use the exception reporting system, the information gained about their working lives is very useful. The GoSW continues to encourage junior doctors to exception report.

No work schedule reviews have been undertaken. However full rota reviews have been undertaken when it has been identified either through exception reporting or communication with the trainees that rota review would be required.

Support from the GoSW to junior doctors and supervisors, on an individual or group basis, has continued during this year. Update sessions about the amendments made to the 2016 TCS, involving the GoSW, Associate Director for Medical Education for Workforce and the Deputy Medical staffing Manager were also organised.

Guidance on the exception reporting process at MFT, primarily aimed for supervisors as well as an escalation process for exception reports not dealt with within the required timeframe have been produced.

8.0 Recommendations

- That the HR Scrutiny Committee notes the content of this report
- That the Trust should consider developing a campaign to encourage staff to take their rest breaks.