



Fellowship Portfolio Role – UGME GP Training Facilitator Role Description

Job Title:	Undergraduate Medical Education GP Training Facilitator
Portfolio Area:	Undergraduate Medical Education (UGME)
Pay Range:	Pro-rata reimbursement calculated at the Fellow's actual salary cost
Location:	St Thomas' Hospital
Hours of Work:	One session (4 hours per week) on Tuesdays or Fridays
Responsible to:	(Deputy) Director UGME

The GKT School of Medical Education is a branch of the Faculty of Life Sciences of King's College London. At Guy's and St Thomas' campuses, the UGME department has a well-developed clinical skills department. This provides high quality, equitable, clinical skills teaching, targeted to the learning objectives of students in each block. Teaching uses a blended learning approach, and incorporates innovative teaching techniques, including virtual reality, patient simulation, as well as low and high fidelity simulation using part tasks and manikins and is integrated into the trust Simulation and Interactive Learning Centre (SaIL). The department directly employs teaching faculty from the wider multi-disciplinary team, and has a programme of annual review, quality improvement and innovation, as well as experience in educational research.

The purpose of the post is to deliver teaching to medical students, gain experience of working within a medical educational environment, to learn about the educational process, educational development and improve teaching skills. The post holder would work with the UGME department and clinical skills staff to develop and run a number of innovative medical education initiatives.

This is an opportunity to develop your knowledge, skills and thinking about education within a hospital setting. Although you do not need specific teaching experience, a keen interest and enthusiasm for medical education is required. In addition to expanding your knowledge of medical education and developing your teaching skills, you would have additional opportunities to gain leadership and management skills.

This is a 12-month fellowship position in line with the educational support offered by NHSE.

- Date of commencement: Immediate
- Date of review: At 6 months



Key Duties & Responsibilities:

- To deliver teaching, clinical skills and other learning events to medical students
- To support the UGME Team in the delivery of high-quality education in the MBBS curriculum
- To assist in the development of the UGME website
- To undertake an educational quality improvement project
- To work with the UGME department, block leads administrators and faculty in the development and provision of teaching and examinations for MBBS students

Other General Responsibilities:

1. Mobility

The Fellow will be based at St Thomas' Hospital, Westminster Bridge Road, London SE1 7EH.

2. Confidentiality

You must maintain the confidentiality of information about patients and staff in accordance with the Data Protection Act of 1998. Post holders must not, without prior permission, disclose any information regarding patients or staff. If any member of staff has communicated any such information to an unauthorised person those staff will be liable to dismissal.

3. Information Governance

You must comply with information governance requirements. These includes statutory responsibilities, following national guidance (such as the NHS Confidentiality Code of Practice) and compliance with local policies and procedures (such as the Trust's Confidentiality policy). Staff are responsible for any personal information (belonging to staff or patients) that they access and must ensure it is stored, processed and forwarded in a secure and appropriate manner.

4. Equality and Diversity

You will be aware of and support the equality, diversity and rights of patients, visitors and staff as well as support equity of opportunity for all by:

- Acting in a way that recognises the importance of people's rights, interpreting them in a way that is consistent with practice procedures and policies, and current legislation.
- Respecting the privacy, dignity, needs and beliefs of patients, visitors and staff.
- Behaving in a manner that is welcoming to and of the individual, is non-judgmental and respects their circumstances, feelings priorities and rights.

5. Health and Safety

You must be aware of the responsibility placed on you under the Health and Safety at Work Act (1974) to maintain a healthy and safe working environment for both staff and visitors.

6. Infection Control

You are responsible for protecting yourself and others against infection risks. **All post holders must comply with Trust infection screening and immunisation policies** as well as be familiar with the Trust's Infection Control Policies, including those that apply to their duties, such as Hand Decontamination Policy.

7. Acceptance of Gifts and Hospitality

The conduct of members in the public service should be scrupulously impartial and honest. In this context, any offers of gifts or hospitality should be discussed with (Deputy) Director UGME.

