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Cymru (AaGIC)
Health Education and
Improvement Wales (HEIW)

Trainer Recognition: Training for Excellence

Bulletin 3: 1 March 2021

This week's bulletin provides an overview of the key requirements of trainers, including CPD requirements, as set out in the Medical Trainer Agreement (Secondary Care and Undergraduate Education). It also outlines some of the professional development opportunities available to trainers.

In order to ensure the provision of high quality education and training and to contribute towards a supportive learning environment and culture, trainers are required to meet the requirements set out in the Medical Trainer Agreement (Secondary Care and Undergraduate Education).

Key requirements of the trainer roles include:

- ♦ maintaining up to date knowledge of curricula and key developments in education and training
- ♦ having required regular meetings with their trainees and providing / signposting sources of support and guidance as required
- ♦ demonstrating attitudes and behaviours appropriate to the role of a trainer and striving to encourage an inclusive and supportive culture in line with the principles of equality and diversity
- ♦ engaging in whole practice appraisal and using this as an opportunity to discuss their performance in the trainer role(s) and agree future development needs
- ♦ undertaking ongoing professional development in relation to their trainer role(s)
- ♦ engaging with quality control processes, including the completion of the GMC's National Trainer Survey
- ♦ working collaboratively with colleagues to share information and good practice

CPD requirements

Whilst there are currently no specific upfront training requirements in order to become a trainer in Wales, individuals are required to make a prospective commitment to ongoing professional development when signing up to become a trainer.

The Medical Trainer Agreement (Secondary Care and Undergraduate Education) requires trainers to commit to undertaking a minimum amount of CPD activity per year. Specific minimum requirements are as follows:

Educational Supervisors and Undergraduate Trainers: a minimum of 8 hours of CPD per year covering all 7 GMC Framework Areas over a 5 year cycle. (to tie in with revalidation)

Named Clinical Supervisors: also encouraged to undertake a minimum of 8 hours of CPD per year but only in relation to GMC Framework Areas 1 - 4 and 7.

GMC Framework Areas

The GMC uses the [Academy of Medical Educators' 'Professional standards for medical, dental and veterinary educators' \(2014\)](#) as the criteria against which trainers must provide evidence of their ongoing professional development (7 framework areas).

The Framework Areas are set out in the table below, along with some examples of CPD topics that meet the respective areas (please note that the list of examples is not exhaustive or prescriptive, but is there to provide a guide to potential areas for development).



Framework Area	Examples of CPD topics that meet the Framework Area
1. Ensuring safe and effective patient care through training	<ul style="list-style-type: none">• balancing the needs of service delivery with education• developing and delivering induction• awareness of GMC standards
2. Establishing and maintaining an environment for learning	<ul style="list-style-type: none">• creating an appropriate environment for learning• identifying and planning learning opportunities• developing teaching sessions and modules• promoting and managing diversity• equality of opportunity and dignity at work
3. Teaching and facilitating learning	<ul style="list-style-type: none">• identifying learning needs• simulation and technology enhanced learning• effective teaching skills• delivering online teaching and training
4. Enhancing learning through assessment	<ul style="list-style-type: none">• principles of workplace-based assessment• use of commonly used assessment tools e.g. mini-CEX, MSF• providing effective feedback
5. Supporting and monitoring educational progress	<ul style="list-style-type: none">• setting and reviewing learning objectives• understanding the use and purpose of portfolios• writing effective Educational Supervisor reports• the Annual Review of Competence Progression (ARCP) process• identifying and working with trainees who require additional support• interview skills
6. Guiding personal and professional development	<ul style="list-style-type: none">• personal development planning• career support, guidance and advice• coaching and mentoring• supporting wellbeing and managing stress• building emotional resilience in trainees/students
7. Continuing professional development as an educator	<ul style="list-style-type: none">• awareness of curricula requirements• awareness of changes to training processes or regulatory requirements• educational evaluation• practical leadership

Professional Development Opportunities for Trainers

Professional development can take many forms and can include (but is not limited to) face-to-face courses and conferences; webinars; full time / part time courses; distance learning / online courses; short courses / workshops; postgraduate award-bearing qualifications in medical education; and self-directed learning.

Professional development activities should have clear objectives and outcomes. After completing a development activity trainers are encouraged to reflect upon how their learning will affect their practice as a trainer.



Look out for HEIW's Professional Development Opportunities newsletter

HEIW produces a quarterly newsletter for trainers (next edition due out in March) to signpost local, national and online CPD opportunities for trainers in relation to their educational role(s).

To ensure that you receive this newsletter, log into your trainer account in TAG and tick the box to give your consent to receiving communications regarding development opportunities. If you do not tick this box, we are unable to circulate information on professional development opportunities to you in line with GDPR legislation.

Some potential sources of CPD for trainers are provided below (this is not an exhaustive list):

- ♦ formal qualifications: Masters and Postgraduate Diplomas in Medical Education, short courses
- ♦ Cardiff University School of Medicine's range of [‘How To...’ Guides](#)
- ♦ Swansea University Medical School's FACTS sessions (monthly lunchtime webinars)
- ♦ HEIW Conferences
- ♦ HEIW webinars and online learning modules (*coming in 2021*)
- ♦ local opportunities offered by Education Centres
- ♦ Royal College training events
- ♦ events offered by external organisations (e.g. AoME, ASME, NACT UK)



Coming Soon—HEIW's Spring Webinar Programme for Trainers

HEIW will be launching a new webinar programme for trainers in Spring 2021.

Look out for further details over the next few weeks.

For further information on the trainer recognition process in Wales please email HEIW's Quality Unit at HEIW.SRE@wales.nhs.uk

Next Edition (due out week beginning 15 March 2021):

Supporting trainers in delivering their education and training roles.