

Equality, Diversity and Inclusion Group

10th January 2017

In attendance: Fadhiya Ahmed (FA), Stevie Agius (SA), Gemma Buston (GB), Norma Cohen (NC), Clare Inkster (CI - Chair), Sujala Kalipershad (SK), Pramod Luthra (PL), Bev Miller (BM), Mumtaz Patel (MP), David Short (DS), Karen Winterbottom (KW).

Apologies: Amanda Fox (AF), Gurpreet Singh (GS).

1. Minutes of meeting of 20th December 2016

Agreed.

2. International Medical Graduates

Further to the e-learning training package for international doctors, put together by Dr Sujesh Bansal and colleagues from CMFT in partnership with HEE e-learning for healthcare, it was **agreed** to send a link to the resource to DMEs, MEMs and LEOs. It was also agreed to include in this communication details about the buddying network established by Sujesh.

ACTION: CI

3. Website

Further to the work carried out by Amanda, it was agreed that whilst she is on maternity leave, Fadhiya and Norma would update the site.

4. Action Plan

See below for updates.

ACTIONS:

- GB / SK to email details of the timeline activity undertaken in the King's Fund leadership course as a resource for the website;
- CI to discuss how / whether the remit of the group includes HEE staff at the next meeting;
- NC to invite Sue Ellis, Dental Education Programme Manager, to future meetings.

5. Spring Educator Event

The following points were **noted**:

- there should be two trainees for each workshop
- trainees involved in the conference will be entitled to professional leave
- delegates will be allocated to workshops to ensure that each workshop is as diverse as possible

ACTIONS:

- GB and SK to use their networks to see whether any trainees are willing to get involved in the scenarios for the workshops;
- KW to replace one of the two groups on international medical graduates to be replaced by 'balancing career and family';
- KW to rename Group 4 'mental and physical health';

- CI / KW to draft a template for scenarios with headings such as: issues, effect of issues, barriers, ways to combat barriers etc.;
- CI / FA / NC to put scenarios on website (even if they were not used in conference);
- CI to discuss with Lenny St Jean possible titles for his plenary session – to be emailed to the group

6. **Actions from recent meetings**

- ALL group members to send their profile to Amanda to include on website;
- GB / CI to discuss EDI-related questions to trainees in JDAT monitoring visits;
- CI to circulate CQC EDI guidelines for clinicians (FRIDA principles) along with short animated film “what does equality mean in action?”
- CI to check that LEOs are publishing race quality data;
- CI to look into how to introduce cross-cultural competence training;
- CT to obtain literature resources from London deanery to be used on our website.

7. **Future meetings**

10:00 – 12:00, 21st February, Lune

11:00 – 13:00, 21st March, Mersey B

14:00 – 16:00, 2nd May, Lostock B

ACTION PLAN

	ITEM	ACTION	WHO	TIMING	RAG
P1	HEE NW trainee forum	EDI as an agenda item in trainee forum or a sub group of forum	Gemma	April 2017	
		LTFT representation on trainee forum	Gemma	April	
P2	International Medical Graduates	Send link to e-learning training package for international doctors to DMEs, MEMs and LEOs and include information on buddying network	Clare	April	
P3	Good practice	Circulate info on good practice taken from LEP reports and monitoring visits reports.	Norma	April	
		Consider longer term plans to share good practice	Bev	December	
P4	Training pack for ESs	Discuss at Spring Educators event whether there is a need for a training/induction package for educational supervisors in relation to international graduates.	Clare	On hold until after event	
P5	Resource library	Consider developing resource library of training packages	Clare	On hold	
P6	LEP reports	Look at feasibility of adding EDI question(s) to annual reports	Clare / Norma	September	
P7	Doctors in Difficulty	Presentation of preliminary data on doctors in difficulty at next EDI meeting	Mumtaz	February	
P8	Progressions	Evaluation of recent research work on progressions on the agenda of April meeting	Clare	On hold	
P9	Exam pass rates	Obtain data from colleges	Gurpreet	February	
P10	Exam pass rates	Circulate medical specialties data	Mumtaz	January	
P11	Name campaign pilot	Scope possibility of undertaking in Bolton	Clare / Mumtaz	April	
P12	Literature review	Recent reports and literature reviews of relevance to our EDI work to be sourced and uploaded onto website.	Stevie / Amanda	February	
P13	Lay rep	Review whether there is need for a lay rep	Clare	June	

COMPLETED ACTION PLAN ITEMS

	ITEM	ACTION
1.	EDI website	Set up EDI page on website in order to help with advertising existence of group to junior doctors and our commitment to EDI.
2.	LEO and Trust EDI policies	Obtain copies for reference EDI policies from LEOs (Pennine and Knowsley) on EDI website and shared N drive in newly created EDI folder
3.	National demographic data	ARCP report on EDI website
4.	Schools board meeting	EDI on agenda
5.	Human Library	Details of project on website
6.	Festival of questions	Presentation by Lenny St Jean and details of project discussed at November 2016 meeting

January 2017