**Essential Guide for New Public Health Registrars 2014**

The Public Health training programme is an excellent training experience. To get off to a good start, this essential guide will help you understand who’s who and what’s what.

Yahoo Group, SRC Rep, School Board and Union issues have all changed and I would make a note on the StR network

| **Who/what** | **What for** | **Who** | **Contact details** |
| --- | --- | --- | --- |
| **Educational supervisor** | With respect to the scheme, workload, training experience, your educational supervisor should be one of the first contacts you make on the scheme. They are your line manager. They will be able to advise and support you in professional and personal issues during your placement. Regular supervision is important so make the most of the opportunities to meet with your educational supervisor. |  |  |
| **Lead Educational Supervisor** | They are the lead trainer in the location. If you are having problems and require additional advice, speak to the Lead Educational Supervisor before contacting the TPD, (if different from your educational supervisor).  |  |  |
| **Zonal Training Programme Directors (TPD)** | The TPD is a useful contact. There is a different TPD for each of the three zones. They can advise and support you on a range of issues. If you are struggling with issues around educational supervision do seek advice from your TPD. | TBCHannah Chellaswamy, Cheshire andMerseyside TPDZakyeya AtchaCumbria andLancashire | Richard.Jarvis@phe.gov.uk Hannah.Chellaswamy@sefton.gov.ukTel: 0151 934 4866zakyeya.atcha@nhs.net  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Buddy & Cohort** | The three phases of training bring different challenges, opportunities and responsibilities. As you progress through the various assessments, your satisfaction with the scheme may vary. The initial excitement and enthusiasm of joining the scheme may be replaced by frustration and doubt.The cohort of StRs that are in the same year as you are a key source of support as you will find they are probably experiencing the same ups and downs in their training as you are. For example, the period through the MPH and leading up to passing Part A can be difficult in terms of balancing expectations and responsibility. Once you are successful in the exam, you will hopefully feel more positive about the programme. So developing strong relationships with your fellow StR cohort is highly recommended.Your buddy is there for informal support and advice. They may be able to help you with a Deanery or employer related problem or offer tips about getting through the MPH, Part A and B exams, or ARCP. Although your buddy may contact you during the induction phase, be proactive in your relationship and don’t hold back from asking anything that is troubling you.  |  |  |
| **StRs Network** | The regular StRs meetings are an important forum for keeping up to date, developing a support network, sharing ideas and issues, and affecting change. Also you may be able to sign off learning outcomes by getting involved in certain work streams.  | Chair: Jon HobdayVice-Chair: Katrina Stephens | j.hobday@nhs.net Tel: 07739286886katrinastephens@nhs.net  |

|  |  |  |  |
| --- | --- | --- | --- |
| **HR issues** | Our lead employer is St Helen’s and Knowsley Teaching Hospitals NHS Trust.If you have a HR related issue contact them before you contact the Deanery. Travel expenses are sent directly to the Lead employer. Study leave expenses are sent to the Deanery.  |  | **leademployer@sthk.nhs.uk**Tel: 0151 430 1372Lead Employer TeamNightingale HouseWhiston HospitalPrescotL35 5DR |
| **Deanery issues** | The School of Public Health sits within the Mersey Deanery. Richard Jarvis is the Head of the School. Asmaa is a good starting point for finding out who you need to talk to resolve any Deanery related issues you may be experiencing.  | Asmaa YehiaSchool Administrator | Asmaa.Yehia@merseydeanery.nhs.ukTel: 0151 285 4716 |
| **School Board** | The School Board meets twice a year and concerns itself with the overall quality of the public health training scheme. You will often hear of issues arising from the School Board at our StR meetings. The chairs of the StR Network and Quality Group both have a seat on the Board.  | Helen ArmitageJon Hobday | helen.armitage2@nhs.netj.hobday@nhs.net  |
| **Union issues** | Both the BMA and UNITE are important sources of support, advice and information. | BMA: Charlotte SimpsonUNITE: TBC |  |
| **Less Than Full Time Working**  | If you are working less than full time, (LTFT) you should have been contacted by the LTFT representative at the Deanery. Occasionally you may receive information about events and workshops that may be useful.  | Dean Simpson-HumphreysKemi Adeyemi (StR rep) | LTFTAdmin@merseydeanery.nhs.ukTel: 0151 285 4691Olukemi9@yahoo.comOlukemi9@doctors.org.uk |

|  |  |  |  |
| --- | --- | --- | --- |
| **Faculty of Public Health** | The Faculty of Public Health (FPH) is the standard setting body for specialists in public health in the UK. FPH is a joint faculty of the three Royal Colleges of Physicians of the UK (London, Edinburgh and Glasgow). Although an integral part of the three Royal Colleges, FPH is an independently constituted body with its own membership, governance structure and financial arrangements. The FPH website is an essential source of information and guidance, especially for the e-portfolio. | Who you need to talk to depends on what the issue is. Here are some helpful numbers. | www.fph.org.uk* Switchboard: 020 7935 0243
* Education and Training: 020 7224 0642
* Policy& Comms: 020 7935 3115
 |
| **E-portfolio** | The Annual Review of Competency Progress, (ARCP) takes place every June. You are required to maintain a portfolio; this is used to assess your progress. It is best to add to your portfolio as you go along and not leave it all until the run up to the ARCP. The FPH have lots of e-resources to support you to keep an up-to-date portfolio. There is also a StR e-portfolio champion, who can help with any problems you maybe having.  | Anna Donaldson (Eportfolio Champion) | [annadonaldson@wirral.gov.uk](https://web.nhs.net/OWA/redir.aspx?C=vj_7Mj3e50eXDgHcHSnjYSUlw7UTctFIVQC4anaijyqj8p1n3lAvGdnt4LOQx5UuiyZI-jg98VQ.&URL=mailto%3aannadonaldson%40wirral.gov.uk) |
| **Specialty Registrars Committee** | The SRC is a formal subgroup of the FPH Education Committee. Its purpose is to represent the interests of specialty registrars in public health from across the UK. It ensures the views of registrars are heard at other FPH Committees and decisions taken at those Committees are relayed in a timely manner back to registrars through their regional representatives. It also allows networking across regions and sharing of good practice. Those views may be in relation to FPH policy, national consultations, business and project objectives, training, the practice of public health and the maintenance and improvement of population health. The committee meets four times a year and there are two representatives from each of the 9 regions in England, as well as representatives from Wales, Northern Ireland and Scotland, Dentistry and Defence and Medical Services.   | TBCAnna Varela-Raynes | anna.varela-raynes@nhs.net  |
| **North West Yahoo Group** | The North West Yahoo group is a really useful resource used frequently by the StRs. The group allows you to post emails to all the StRs registered with the group. It is used to share updates and problems, good practice or local and national information. Do register with the group as it is a really good way of keeping in touch and up to date.  | Holly Jenkins | hollyjenkins17@hotmail.com  |
| **National Training Yahoo Group** | As above but in a national context |  | **To Subscribe:**PHTraineeNetwork-subscribe@yahoogroups.com  |

**How to get help if you have concerns about your training experience:**

Essentially, the first port of call is your educational supervisor (who also acts as your line manager). If the matter remains unresolved, discuss the issue with the Lead Trainer (particularly if it is an internal/location-specific issue); if you continue to have concerns, contact your training programme director (Zakyeya or Hannah).  Finally, should the matter not be adequately resolved, please contact the Head of School, Mersey Deanery.  Examples of areas of concern are: poor quality of educational support, inappropriate level of service work, inadequate level of supervision, interpersonal conflicts.

For any comments about the guide please email Helen Armitage (helen.armitage2@nhs.net)

**2013 Cohort Induction**

Darryl Quantz

**Yahoo Group Moderators**

**Quality Group**

Co-Chair: Helen Armitage

Co-Chair: Hayley Teshome-Tesfaye

Katrina Stephens

Andy Liu

Jennifer Connolly

Charlotte Smith

Leslie Jones

**E-Portfolio**

Charlotte Simpson

**Sustainability**

Leslie Jones

**Academic Links**

**Cheshire & Merseyside**

Shilpa Nayak

**Cumbria & Lancashire**

Rachel Isba

Charlotte Stevenson

**Greater Manchester**

**Exams**

Leslie Jones

**Part A**

Anna Donaldson

Ashley Sharp

**Part B**

Andy Liu

**BMA**

Charlotte Simpson

Matthew Saunders

**SRC**

Anna Valera-Raynes

**School of Public Health Board**

Charlotte Stevenson

Katie Smith

**Unite**

Rebecca Mason

**NW PH StR Group Structure – Roles & Nominated Leads 2014**