

**East Midlands  
Professional Support Unit/  
Support RTT Project**

**Westbridge Place,  
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Leicester  
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E. SupportRTTEm@hee.nhs.uk



8 August 2018

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Dear Colleague

## **RE 'SupportRTT' Initiative Guidelines: 2018/2019, for Schools and Trainees (HEE EM)**

Health Education England has allocated funding to each region to deliver the SupportRTT initiative which is aimed at supporting trainees who are returning to training. SupportRTT funding will be held centrally, managed in each local office and be used to support all East Midlands trainees.

The East Midlands has received funding which covers the following areas:

- Local Office KIT events
- East Midlands wide awareness events
- Educational Supervisor upskilling
- Trainee support e.g. coaching
- SIM Centre Days by Trust and by School
- Awareness documents
- Shadowing support for trainees

Under this we have identified the following which will be managed by Health Education England Working across the East Midlands Professional Support Unit (HEE EM PSU):

- HEE EM held an awareness event on the 22<sup>nd</sup> June 2018 which invited trainees and educators to attend and take part in discussions around enhancing junior doctors lives and supporting trainees returning to training.
- HEE EM has already engaged with the East Midlands SIMs Network and provided funding to allow the development of a coordinated provision of trainee focused SIMs support. Monitoring of this will

continue.

- Educational Supervisor training (half days) to include consistent approaches to supporting trainees returning to training and the workplace (dates tbc)
- Advice booklets for Educational Supervisors and Trainees to include responsibilities for each involved party (in progress)
- Productivity Retreat for OOPR Trainees
- RTT Coaching for OOP Trainees

Further funding is available to cover:

### **1. Funding for enhanced shadowing periods**

- a. HEE EM will reimburse returning trainees basic salary for 10-80 hours of enhanced shadowing. The agreed amount will vary depending on individual need and budgetary review. The money won't be used for prolonged periods of supernumerary work.
- b. HEE EM will not reimburse out of hours/ on- calls costs during this period (as additional banding) but the trainee may wish to use some funded hours for work at a time that is appropriate to the return to work journey e.g. evening work in Paediatrics

### **2. Funding for SupportTT expenses**

- a. HEE EM will reimburse the cost of an external approved course, providing the trainee is in receipt of a SupportTT funding request form with TPD and HEE EM approval.
- b. HEE EM will reimburse the cost of childcare to allow trainees to attend KIT/ SPLIT days.
- c. HEE EM will reimburse reasonable travel expenses in line with the Trust's travel expense policy.

To claim for SupportTT funding for the above reimbursed costs from HEE EM please complete the attached form and email to [supportt.em@hee.nhs.uk](mailto:supportt.em@hee.nhs.uk)

For additional funding please complete a bid and email to [supportt.em@hee.nhs.uk](mailto:supportt.em@hee.nhs.uk). These will be considered in line with National guidelines.

Data collection and reporting is essential for this initiative to succeed therefore please be aware progress reports and information will be requested to allow for a review of the impact.

Please do not hesitate to contact me for further information.

Kind Regards

*Laura Meaney*  
Professional Support Unit Manager  
Lead SupportTT Project Manager

*Craig Smith*  
Lead APD for SupportTT initiative

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