

Topics for discussion during induction meeting for a trust grade doctor new to UHL

| Topics | |
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| <p>Induction to UHL</p> <ul style="list-style-type: none"> • Logins/IT • Rota • JDA office • Corporate induction • Departmental and Ward induction • Booking leave (annual and study leave) | |
| <p>If new to NHS and UK (international medical graduate)</p> <ul style="list-style-type: none"> • Accommodation • Registering with GP • Defence union membership • Work life balance | |
| <p>Appraisal</p> <ul style="list-style-type: none"> • Write a personal development plan • Obtaining assessments • Career planning • Why UK? | <p>SMART Goals</p> <p>Specific: Measurable: Achievable: Realistic: Time Bound</p> <p>Explanation regarding mini CEX, CBD, TAB, DOPS Many wish to obtain foundation equivalence</p> <p>http://www.healthcareers.nhs.uk</p> |
| <p>Access to HORUS if foundation/early core</p> | <p>Contact #clinicaleducation.m@uhl-tr.nhs.uk for free access to HORUS or advise to look at specialty website</p> |
| <p>Continuous professional development</p> | <p>Recommend joining library for free access and courses visit http://www.uhl-library.nhs.uk Up to Date access via mobile BMJ Best Practice guidelines https://www.e-lfh.org.uk/</p> |

| Topics | |
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| Reflection Explain Concept | <p>http://www.aomrc.org.uk/wp-content/uploads/2018/08/Reflective_Practice_Toolkit_AoMRC_CoPME_D_0818.pdf</p> <p>Toolkit available for guidance</p> |
| Education department support | <p>Introduction to education and training at UHL document https://www.uhl-clinicaleducation.org</p> |
| LED administrator | <p>#clinicaleducation.m@uhl-tr.nhs.uk</p> |
| RCPE Evening medical updates | <p>Live streamed at LRI 3rd Tuesday of month 2 hours CPD Need to register beforehand https://learning.rcpe.ac.uk/course/</p> |
| Join trust grade WhatsApp group | <p>Email thomas.jelley@uhl-tr.nhs.uk your name and phone number</p> |
| Well-being at work | <p>http://insite.xuhl-tr.nhs.uk/homepage/health-and-wellbeing</p> |
| How to access help | <ul style="list-style-type: none"> • Peer and colleague support • Role of occupational health department • AMICA counselling service and services for doctors accessed via Insite (hospital intranet) <p>http://insite.xuhl-tr.nhs.uk/homepage/health-and-wellbeing/staff-welfare/staff-counselling</p> <p>http://insite.xuhl-tr.nhs.uk/homepage/health-and-wellbeing/voluntary-support-for-doctors</p> |

