



# Kent Local Medical Committee

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Medical Secretaries: Dr Mike Parks  
Dr John Allingham  
Clerk: Mrs Liz Mears

## Kent LMC/Kent & Medway GP Staff Training Advisory Board Newsletter November 2014

Dr John Allingham chaired the recent Kent & Medway GP Training Advisory Board. Dr Rob Sadler and Mrs Liz Mears attended on behalf of the LMC, Mrs Maggie Burcham, and Mr Adrian Young attended as practice representatives and Mrs Sue Timmins and Cathy Pitcher attended on behalf of Kent & Medway Commissioning Support.

### Safeguarding

It was agreed that confirmation from NHSE was required on what safeguard training was required and at what level.

### Statutory & Mandatory Training Passport

KMCS described setting up a mandatory training passport for all practice staff which they could retain and maintain. KMCS will pursue.

### Training Records

It was noted that Training Records are the responsibility of the employer not the Training Team and they should be kept by the individual and the employer.

### Pension Training

Fairway will be providing pension training for the next quarter.

### Introduction to Practice Nursing

The Deanery Scheme will be taking over the next course and thereafter should be straightforward.

### Public Health England Practice Nurse Imms & Vacs Training for 2015:

x 3 Introduction courses  
x 6 Update sessions

### GP Staff Training Service Update

Primary Care Management Diploma will commence in early January. There are 10 places available. Anyone wishing to be considered for a place should send an email to the training team.

### Funding

The Board have considered different options for the hosting of the GP Staff Training Team. Elements are being explored and should be concluded shortly. More news to follow soon.

LMC approval will be required at the Full LMC Committee meeting on 12<sup>th</sup> February 2015 if looking to change any of the existing funding arrangements.

### ARTP Spirometry Certification

The recommendations are due out shortly and we await guidance before a decision on what requires funding. General principle is that the top slice should support Spirometry in general practice.

### NVQs

KMCS reported these have been reinstated. AY reported that his practice are successfully using apprentices.

## **Primary Care Management Diploma**

KMCS are exploring leadership courses for PMs following discussion at the last meeting.

## **HEKSS**

The HEKSS placement funding is now sent direct to CCGs. It is the CCG responsibility to demonstrate to HEKSS what the funding has been used for.

## **Learning Pool**

KMCS have sent an email to all Practice Managers who use the Learning Pool Helpline asking them to encourage all users to check that the Practice Manager's details are correct so that Practice Managers will be copied in to all bookings.

## **Infection Control - Link Training**

The Board confirmed that flu updates for HCAs are required. Nurses do not need flu updates as long as they have completed Imms & Vacs updates.

## **Practice Manager Conference**

KMCS reported on the very successful HCA Conference. The Board discussed the frequency of conferences and if these should be held more often than every two years. The Board to consider holding another Practice Manager Conference in 2015.

## **Any Other Business**

**Smear Course** - Course is now full, further dates being agreed for 2015.

## **Date of Next Meeting**

The next meeting will be held on Thursday 19<sup>th</sup> February 2015, 1.15pm at Lenham Community Centre.

Liz Mears  
Clerk