

# Quality Management of Specialty Posts

## Post Approval

Most posts have been used for a number of years and date from a time when formal approval was not needed. Any new specialty posts are subject to the current GMC processes for approval. In addition, the School asks training programmes to complete a modified Form B when posts are changed in any way. The training programme is responsible for recommending continued use of the post and sending the details to the central office to be held on file there.

## Quality control of posts

We use a multifaceted approach where we triangulate data collected in the following ways:

1. Training programmes have their own internal visiting programmes to specialty posts
  - these may involve a visit to each clinical supervisor and/or
  - involve departmental visits and/or
  - meetings with the clinical tutor or designated liaison consultant
2. Informal feedback from trainees during teaching sessions
3. Data from the school trainee feedback surveys
4. Formal QM visits to training programmes
  - Each programme is visited annually
  - Expanded QM visits, with externality, are five yearly
  - Documentation is sampled at visits
5. Quarterly reporting of problems by training programmes with action plans which are monitored
6. Quarterly meetings between training programmes, the Dean Director and Assistant Business Manager
7. Annual reports from Trusts
8. Data from yearly GMC survey
9. Triangulation of data with other schools
10. Discussion of unresolved problems with the HENE Quality team

*Last update: December 2013*