

Medical ACT

2018/19 Accountability Report

NHS Board: Grampian

Note: Note: This report is required to be submitted to Ulrike Sperling, ACT Officer of your lead Regional Group, **by 7th June 2019**, for discussion at the North Regional Medical ACT Working Group meeting on 27th June 2019.

Section

Reviewed by

1) Confirmation of total Medical ACT funding received from NES during 2018/19				
			Initial Allocation £'000	2018/19 Total £'000
a)	ACT Allocation 2018/19		12,620	12,620
			Recurring £'000	Non-Recurring £'000 <i>(b/fwd from previous year)</i>
b)	Use made of 2018/19 additional allocation	0	0	0

ACT Officer

ACT Officer

2) General narrative on 2018/19 Medical ACT activity within your Board area:	
a)	<i>Health Board Involvement in Regional ACT Group meetings</i>
	NHS Grampian is part of the North Regional Medical ACT Working Group, which constitutes the five North Boards as well as further three partner Boards of the University of Aberdeen. The regional group meets three times a year, in line with national timescales and deadlines: in Februar/March around ACT budget updates and a review of cost-shared activities for the financial year ahead, in June/July regarding annual ACT ACT Accountability Reports and proposals for additional allocations, and in September/October regarding Quality Management feedback (RAG reports, QRP) and strategic disucssions of teaching activity, curricular changes and impact on MoT/ACT allocations. Membership is reviewed annually and Chairmanship is rotated every few years. All institutions represented on this regional group work together in a collaborative and constructive way.
b)	<i>Decision making process at local and regional level for any new uses of Medical ACT funding</i>
	Grampian contributes to the decision-making process for new funding of the five North Boards through the regional group, as described above. Grampian's full budget (base-line plus reduction/increase as per allocation letter) is discussed and agreed by the Local Medical ACT Working Group, comprising members from our Board and the University of Aberdeen. This meets two to three times a year. In addition, there are regular meetings every 1-2 months between the curriculum team/Teaching Dean, NHS Grampian management, undergraduate DME, Medical Education Quality Manager and ACT Officer, to discuss and co-operate on a variety of relevant issues such as: the appropriate use of ACT funding including the review of specifically agreed consultant sessions, RAG reports and other forms of student and tutor feedback, MoT requirements and impact, job planning, potential issues of NHS service pressures on UG teaching, etc. Relevant matters are discussed at Grampian's Medical & Dental Education Governance Group which reports through the Staff Governance Committee to the Board.

Regional Group

Word Count

125

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c)	<i>Detail of any new initiatives funded by Medical ACT within the last 12 months</i>
	<p>No additional activities could be undertaken as the reductions in Grampian's allocation that have taken place over the last few years has meant that activities have had to be rationalised rather than grown.</p> <p>Despite a challenging budget situation which did not allow new initiatives to be funded from ACT, the curriculum in general and teaching in all years are subject to ongoing review and development, and we have an excellent track-record of our interaction with the University.</p>
d)	<i>General use of Medical ACT funding within health board area for improvement of teaching.</i>
	<p>ACT funding supports teaching in the early years Year 1 - 3 across the full spectrum of MoT Category B activities and also supports some clinical experience (MoT Category A) in these years. In years 4 + 5, teaching is predominantly placement-based (Cat A), but Cat B teaching activity also takes place, mainly in the Year 4+5 GP/Psychiatry core weeks, the Year 5 Professional Practice Block and the Year 5 taught courses. ACT funding furthermore supports additional ('support cost') activities, eg, curricular development by Clinical Teaching Fellows and Clinical Tutors, administrative support for clinical placements, placement related student travel and accommodation and much more.</p> <p>Teaching in all years is subject to ongoing review, adjustments and improvements, in line with educational needs, GMC requirements and local provider circumstances and is helped by regular meetings between year leads, clinical placement staff and local UG DME.</p>

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3) Detail Funding Confirmation 2018/19

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a)	<i>Confirmation that your Board have used the 2018/19 additional funding as agreed by NES (details to include full summary that reconciles to submissions to NES) or identify any changes made in-year.</i>
	<p>No additional funding received in 2018/19.</p> <p>No decrease in funding according to Appendix 1 of the 2018/19 allocation compared to 2017/18. However, as the new Widening Access (WA) payments introduced in 17/18 were only allocated at year-end and not reflected in the allocation letter, Grampian effectively had its budget reduced by the WA payments of both 17/18 and 18/19:</p> <p>2017/18 ACT allocation as per allocation letter: £12,620k plus £272.3k allocated for WA at year-end (non-recurring at that point) = £12,892k</p> <p>2018/19 ACT allocation as per allocation letter: £12,620k including a now recurring additional £272.3k WA payment from 17/18 and a further additional WA payment of £404.2k for 18/19.</p> <p>As these WA allocations were additional SG funding, Grampian's core allocation was effectively reduced by £676.5k despite the presentation in the 18/19 allocation letter which indicated that the budget was unchanged from the previous year.</p> <p>For a further year, NHS Grampian had no additional funding available. The inflationary and incremental drift of existing salaries resulted in an overall shortfall of £963k, as per tab 3c, row 95. This is despite a fourth year of reducing operating budgets and implementing other efficiency savings. The Board had to find this from outwith ACT, creating additional pressure on funding for clinical service. We do, however, appreciate and value that the annual impact of the allocation model is managed to limit the destabilisation across Boards.</p> <p>NHS Grampian continues, in co-operation with the University of Aberdeen, to work hard to ensure a satisfactory financial balance. Going into 2019/20, we are pleased to see a significant increase to our ACT budget due to both MoT changes and additional SG funds for our new GP Enhanced Programme.</p>
b)	<i>For each item of additional expenditure; Based on the benefit criteria identified please detail the results of any evaluation/review undertaken or other assessment of the fitness-for-purpose of this expenditure and confirm that this investment is to continue in future years.</i>
	n/a
c)	<i>Please attach a revised base-line budget for 2018/19 which reconciles to your 2017/18 base-line budget submitted to NES plus the additional recurring funds received in year.</i>
	see section 3 c) tab

ACT Officer

Regional Group

ACT Officer

4)	Use of Measurement of Teaching Data and Financial Allocations
	Please refer to: http://www.scotlanddeanery.nhs.scot/trainer-information/medical-act/medical-act-performance-management-framework/
a)	Please provide a breakdown of your Boards 2018/19 ACT allocation by specialty/department or other clinical service grouping used locally. This should reconcile to the total ACT funds identified in 1a above.
	see section 3 c) and 4 b) tabs

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b) Please detail the number of ACT funded teaching sessions identifiable in job plans (shown by consultant and other teaching staff) in each specialty/department or other clinical service grouping detailed in 4a. Please use the template provided.

At a minimum this should include all sessions funded from all ACT funding provided to the Boards since the NES allocation model was introduced, however, if possible this should show all sessions funded from total ACT funds set out in 1a.

The table below can be used to provide the information requested in 4a and 4b but amended as necessary to suit local circumstances.

Specialty/ Department	ACT funding received in 2018/19 £'000	ACT Funded PAs (consultants)	ACT Funded PAs (other staff)	2017/18 MOT hours Cat A (if available)	2017/18 MoT Hours Cat B (if available)
see section 4 b) tab					
Totals					

Work is continuing on trying to triangulate the teaching data from Job plans, MoT calculations and undergraduate teaching timetables as well as individual departments time contribution to OSCE examinations. This will allow us to identify the level of ACT funding allocated to individual specialties based on the MoT model.

NHS Grampian has now moved to e job planning for the consultant body and the inclusion of teaching activity has been highlighted throughout the organisation with support from the Medical Director's office. Whilst this is likely to be currently incomplete it is hoped that as clinicians and managers become more familiar with the online system more accurate data re teaching time and activities will be more readily available.

The medical education structure in NHS Grampian continues to work well with the Associate Medical Director for Education and Medical Education Team, comprising 6 Associate DMEs, covering the divisional structure of NHS Grampian. The local Undergraduate DME and Education Quality Manager continue to visit clinical units to support the local delivery of teaching and to create individual Specialty Teaching Plans. We anticipate that this will better help us clearly identify teaching activity across the MoT categories within each department and also clarify the share of teaching activity amongst the individual consultants and other staff involved in UG teaching. We are very aware that MoT is limited in its methodology as it only considers Consultant time in teaching through job plans and yet significant NHS staff time for teaching is not recognised in job plans and also comes from other staff groups e.g. nursing and allied health care professionals as well as non-consultant grades and trainee doctors. This work is being done in close collaboration with the University of Aberdeen Medical School.

Managing the financial changes, i.e. budget reductions, from year to year without affecting staffing levels and thus individual job plans is a serious challenge for us, and for any Board in a similar position. With the major changes to the year 4 curriculum to be implemented for a start in August 2020, there will need to be an increase in ACT-funded consultant sessions, and as we will receive an ACT uplift in 2019/20, we are looking to recruit to these posts in the near future.

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5)	Any future significant changes anticipated in ACT activity:
	<p>NHS Grampian awaits the recommendation of the Primary Care Review Group including whether SG will provide additional funds for any increase in sessional rate.</p> <p>The University of Aberdeen's successful application for a GP Enhanced Programme means that with effect from the academic year 2019/20, 30 additional students will be admitted into the course, and curricular changes across all five MBChB years will impact on NHS Grampian's clinical placement requirements and on Aberdeen's MoT data in general.</p> <p>With effect from the academic year 2020/21, the new Year 4 curriculum will be implemented, which will have a further impact, as will the implementation of the GMC's 'Outcomes for Graduates'.</p> <p>We still have concerns that the ACT allocation model allocates funding based on staff input which does not always reflect the educational need or the output of the teaching. Neither does it acknowledge the fact that teaching large groups involves more teaching related work than teaching small groups, e.g. preparation such as looking for and consenting more patients to see, administration to follow-up student attendance, and general questions and issues. The model also appears to give more weighting to clinical years' teaching (Cat A), with less weighting towards lecture or tutorial based teaching which is delivered in the early years of our MBChB curriculum (Cat B). As the latter is a prominent feature of being a primary teaching Board, we feel these Boards are disadvantaged. Furthermore, there is the well-documented concern that a retrospective funding allocation does not allow Boards with a reduced or even maintained ACT allocation to invest in new teaching developments. We await details on the suggested change of the ACT allocation model from retrospective to prospective and what logistics such a change would entail.</p>

Signed:

Date:

Signed:

Date:

Note: DoF and DME signature and date must be obtained prior to report submission to Regional ACT Group & NES

Detail Funding Confirmation 2018/19

3)

Please attach a revised base-line budget for 2018/19 which reconciles to your 2017/18 base-line budget submitted to NES plus the additional recurring funds received in year.

ACT Officer

c)

NHS Grampian

Department / Activity	2017/18 base-line budget (£)	Adjustments to base-line budget # (£)	2018/19 base-line budget (£)
# Adjustments to base-line budget for inflation, increments, cost-share moves, movement between Uni and NHS budgets, budget reductions			
<i>Activities highlighted in yellow are cost-shared.</i>			
<u>UNIVERSITY BASED</u>			
General	628,192	14,506	642,698
<i>Clinical posts</i>			
Clinical Teaching Fellows (3 posts)	167,434		181,231
Additional Teaching Consultant sessions (Uni contracts only; breakdown as below)	18,255		18,635
Additional Teaching Consultant sessions (Uni contracts only; breakdown as below)	30,314		24,688
Admissions Dean (clinical session only), Snr Clinical Tutor in Surgery	54,538		55,686
<i>Non-Clinical posts</i>			
ACT Monitoring & Support / IT Support & MediCAL post / Lecturer in Medical Education (50% CS)	193,765		199,275
Lecturer in Medical Education (50% not CS), Interprofessional Education Programme, Educational Lead for Health Studies in Education, AV Support, Teaching Fellow in Patient Safety and Human Factors	115,574		119,202
Professional Practice Block and Personal & Professional Development portfolio	5,000		5,000
<i>Other</i>			
ACT operating budget	6,075		5,468
Consumables for ACT funded staff, budget for advertising ACT funded posts, Teaching Support Infrastructure, Staff Development, contribution to Medical Illustration	37,237		33,513
General Practice & Primary Care	537,935	19,916	557,851
Years 1-3 Community Course GP Tutors	163,620		166,995
Years 1-3 Community Course GP practices' facilities + expenses	30,240		30,240
Year 4 & 5 face-to-face teaching, incl GMED	62,743		55,582
Infrastructure to support teaching (staff) - cost-shared	111,403		114,828
Infrastructure to support teaching (teaching staff) - not cost-shared	133,638		143,218
Infrastructure to support teaching (secretarial/admin staff) - not cost-shared	29,280		28,841
Infrastructure to support teaching (operating budgets)	7,013		7,013
Deputy Student Support	0		11,133
Clinical Skills Centre (CSC) & Foundations of Clinical Method (FoCM)	972,289	27,053	999,342
<i>CSC & FoCM Support Staff</i>			
CSC Manager, CSC Secretary, Technicians	140,307		157,193
<i>FoCM staff</i>			
Clinical Tutors (6.9 FTE)	455,010		473,093
Clinical Trainer, Educator, Facilitator	157,797		157,051
Communication Skills Lead	43,630		44,532
Clinical Communication staff & actors	28,115		28,566

CSC/FoCM Operating & Equipment Budget	41,433		37,290
<i>Patient Programme</i>			
Manager & Administrators	90,125		83,618
Patient travel expenses & subsistence	15,873		18,000
TOTAL - University based activities	2,138,416	61,475	2,199,891
<u>NHS BASED</u>			
General			
<i>Clinical Posts</i>	427,451		427,765
Pharmacy/Prescribing, Student Welfare, Career Guidance	37,825		38,506
Director of Institute for Medical & Dental Education and UG Director of Medical Education	42,469		43,233
Additional Teaching Consultant Sessions (<i>breakdown as below</i>)	206,738		204,005
FY2 Teaching Fellow post, Fellows in Regional Analgesia and Surgery, Pharmacist, Child Health Nurse	95,591		96,387
Professional Practice Block	44,828		45,634
<i>Non-Clinical posts</i>	114,850		118,435
e-Health Medical Education Lead	32,328		33,337
Med Ed eHealth Admin Asst, Contribution to NHS G Finance, Medical Education Quality Manager, Secretarial/Admin Support for Psychiatry, Rheumatology, Orthopaedics, Dr Gray's Hospital	82,522		85,098
<i>Other</i>			
Teaching Support Infrastructure, IT/Information/Library facilities	70,968		63,872
Occupational Health Service for students			
OHS service for students	52,531		52,531
TOTAL - to be transferred NHS G internally	665,800	-3,198	662,602
General Practice & Primary Care			
Payment Rates for Placements:			
Year 4 Clinical Attachments	178,000		178,000
Year 5 Clinical Attachments	104,000		104,000
Years 4 + 5 Clinical Attachments - student accommodation & travel	95,888		95,888
Bridging for in-year changes	0		0
TOTAL - General Practice & Primary Care	377,888	0	377,888
Clinical Skills Centre			
Foundations of Clinical Method Lead	23,823		24,252
Clinical Skills Centre Director	23,823		24,252
	47,645	858	48,503
Hospital-based			
Clinical Teaching - Acute Services	9,007,086		9,169,214
Clinical Teaching - Mental Health Services	1,232,581		1,254,767
NHS G inflation/increments & support funding	-725,348		-962,871
Re-distribution of £7k across Scotland	1,169		0
Adjustment for Widening Access	272,000		0
TOTAL - Hospital-based	9,787,488	-326,378	9,461,110
TOTAL - Dundee & Glasgow GP placements (Placement fees & accomm/travel costs for Dundee & Glasgow Uni medical students on GP placement in Grampian)	0	0	0
Other Boards' share or cost-share (invoiced by NHS G)	-124,069	-5,925	-129,994
TOTAL - NHS based activities	10,754,752	-334,643	10,420,109
TOTAL BUDGET	12,893,169	-273,168	12,620,000

Details as per 2018/19 ACT allocation letter:

2017/18 allocation - as per allocation letter	12,620,000
In-year adjustments	
Re-distribution of £7k across Scotland (non-recurring) (19.03.18)	1,169
Widening Access allocation (recurring) (10.04.18)	272,000
Revised 2017/18 allocation	12,893,169
2018/19 allocation	12,620,000
2018/19 reduction comparing allocation letters	0
2018/19 actual reduction, including 2017/18 WA payment	-272,000
Balance to be supported by additional bids	0

Additional Information:

Summary of NHS-based ACT funded Additional Teaching Consultant Sessions by specialty

Number of overall sessions within ACT allocation since 2005/06:	30
Reduction in session number due to ACT budget reduction 2016/17:	-2
Number of overall sessions in ACT allocation from 2016/17:	28

Number of sessions Uni-based at 31.04.2019: 4.5

Radiology/MBChB Programme L	2.5
Year 4 Lead	1
GP/Deputy Student Support	1

Number of sessions NHS-based at 31.03.2019: 23.5

Number of sessions filled at 31.03.2019:

Acute Medicine	2
Radiology	1
Diabetes & Endocrinology	3
Respiratory Medicine	1
Anaesthetics	2
Reproductive Health	1
Laboratory Medicine	1
Psychiatry	3
Paediatrics	3
OHS	2
	<hr/> 19

plus sessions filled for most of the year but not at year-end

Eating Disorders	1
Vascular Surgery	1
Paediatrics	1
	<hr/> 3

Total number of NHS-based sessions linking to Cat B data as per section 4b tab **22** see tab 4b

Number of sessions vacant at 31.03.2019: 1.5

(N.B.: ACT funded consultant PAs can change from year to year and any vacancies are discussed and agreed as required.)

Summary of other NHS-based ACT funded posts by specialty

Clinical posts:		Sessions
DME (* changed from ENT to O&G in March 2019)	ENT / O&G *	2
Clinical Nurse Specialist in Paediatric Urology	Child Health	1
FY2 Teaching Fellow post (3 x 4 months p.a.)	n/a: FY2	10
Fellow in Regional Analgesia	Anaesthetics	3
Fellow in Surgery	Breast Surgery	1
Pharmacist	Pharmacy	5
Professional Practice Block (PPB)	staff from all specialties	
Director of Institute of Education for Medical and Dental Sciences	Anaesthetics	1.5
Clinical Skills Centre Director / Foundations of Clinical Method (Lead)	Emergency Medicine	4

All specifically agreed sessions and identifiable in job plans, apart from PPB **27.5** see tab 4b

Non-clinical posts:

NHS Finance	Finance	1
Medical Education Quality Manager	HR	7
Secretarial support for Psychiatry	Psychiatry	5
Secretarial support for Rheumatology	Rheumatology	2
Secretarial support for Orthopaedics	Orthopaedics	5
Secretarial support for Dr Gray's Hospital	whole hospital	1
eHealth Medical Educations Lead	eHealth	11
		<hr/> 32

4) Use of Measurement of Teaching Data and Financial Allocations

b) Please detail the number of ACT funded teaching sessions identifiable in job plans (shown by consultant and other teaching staff) in each specialty/department or other clinical service grouping detailed in 4a. Please use the template provided.

At a minimum this should include all sessions funded from all ACT funding provided to the Boards since the NES allocation model was introduced, however, if possible this should show all sessions funded from total ACT funds set out in 1a.

The table below can be used to provide the information requested in 4a and 4b but amended as necessary to suit local circumstances.

NHS-based ACT funded Additional Teaching Consultant Sessions by specialty

Specialty/Department	ACT funding received in 2018/19	ACT funded PAs (consultants)	ACT funded PAs (other staff)	2017/18 MoT hours Cat A (if available)	2017/18 MoT hours Cat B (if available)
	ACT funded				
Acute Medicine	17,301	2		n/a / unknown	407.25
Radiology	13,588	1		n/a / unknown	160.50
Diabetes & Endocrinology	34,513	3		n/a / unknown	566.75
Respiratory Medicine	10,123	1		n/a / unknown	59.00
Anaesthetics	23,282	2		n/a / unknown	647.75
Reproductive Health	11,359	1		n/a / unknown	186.75
Laboratory Medicine	10,277	1		n/a / unknown	96
Eating Disorders	7,512	1		n/a / unknown	3.75
Psychiatry	31,295	3		n/a / unknown	105.00
Paediatrics	40,703	4		n/a / unknown	427.00
Vascular Surgery	9,142	1		n/a / unknown	224.5
OHS	21,269	2		n/a / unknown	22.50
	230,364	22			2906.75

Other NHS-based ACT funded posts by specialty

Specialty/Department	ACT funding received in 2018/19	ACT funded PAs (consultants)	ACT funded PAs (other staff)	2017/18 MoT hours Cat A (if available)	2017/18 MoT hours Cat B (if available)
	ACT funded				
ENT (DME)	23,894	2		n/a / unknown	468.50
Anaesthetics (Dir. IEMDS)	19,339	1.5		n/a / unknown	357.75
Emergency Medicine (CSC Dir / FoCM Lead)	48,504	4		n/a / unknown	753.00
Child Health	4,659		1	n/a / unknown	54.00
n/a: FY2	38,780		10	n/a / unknown	363.00
Anaesthetics	17,073		3	n/a / unknown	56.00
Breast Surgery	6,526		1	n/a / unknown	39.50
Pharmacy	29,349		5	n/a / unknown	0.00
staff from all specialties (Y5 Professional Practice Block)	45,634			n/a / unknown	336.50
	233,758	7.5	20		2428.25

Notes:

ACT funding year (NHS financial) and MoT year (academic) do not agree, e.g., some of the PAs above were in place for a whole ACT year but only for part of the MoT year, or vice versa.

ACT PAs are awarded for different remits, and not all of these can be reflected in Cat B. Equally, a number of ACT PA holders may have a PA for a specific curricular development but in addition deliver face-to-face teaching as expected of all staff. There is therefore no clear correlation between number of ACT PAs and number of Cat B hours.