

## **Meeting of Mini School Board**

**Held on Monday, 30 January 2012 (1.30 pm start)**  
**by Telephone Conference Call**

---

### **Present:**

Robin While, Chair  
Bill Irish, Director School of Primary Care  
Ian Kelham, Vice Chair  
Jenny Hepworth, Lay Chair Representative  
Jon Elliman, APD Swindon & Wilts – present for item 1 only  
Jackie Pullin, GP Co-Ordinator

### **1 Educational Supervisor under GMC Investigation**

After discussing the situation fully, it was decided that the supervisor would rest from training with effect from 1 February until 31 July 2012 but would receive the trainer grant pro rata for these six months. The situation would then be reviewed again.

**Action: JE to speak with both supervisor and ST2 trainee, arrange another placement for trainee for this period. JE would also liaise with practice manager asking for an invoice to be submitted directly to the SoPC for payment of the six months' trainer grant. Jackie will then liaise with Wiltshire PCT to ensure the practice where trainee will now be placed receives the salary payments for the trainee and the clinical supervisor grant accordingly.**  
**PMN: Completed 31 01 2012**

It was decided that Jenny should present this case at the April Full School Board meeting as an anonymised "significant event" with no mention of the supervisor or patch concerned.

**Action: Jackie to ensure this matter is included as an agenda item for the April School Board meeting entitled "Significant Event – Supervisor under FTP Investigation by the GMC." Jenny Hepworth to present this item.**

### **2 Frendoc OOH Provider QA Report – Follow Up**

Further to item 22 of the October 2011 Full School Board minutes, a six-month follow up meeting recently took place and the grading for this OOH provider has been upgraded to "B". Approval of the new grading was sought from the Mini School Board subject to endorsement being given by the Full School Board when it meets on 4 April 2012.

Jenny Hepworth attended both visits to Frendoc with Holly Hardy and neither have any further concerns; Frendoc is very enthusiastic and wishes to make further improvements which may contribute to this organisation in being granted an "A" grade recommendation in the future. Frendoc was delighted and relieved to receive the "B" grade after the recent visit.

**Action: Holly Hardy & Jenny Hepworth to bring this matter to the April School Board for endorsement. Jackie to advise Holly Hardy of this School Board's decision and notify Frendoc accordingly.**

### **3 Educational Supervisor Approval/Re-Approval Applications**

All six GP approval applications and 24 re-approval applications presented to the Mini School Board members were approved.

With regard to the re-approval of both Andy Simpson and David Pouncey, Minchinhampton Surgery has been downgraded from an "A" to a "B" recommendation based upon the quality of a recent ESR (AS), the practice has not taken on any further extension or remedial trainees and has not had recent experience of Foundation doctors.

**Action: Jim Morison to provide more clarity for endorsement of practice downgrade by Full School Board in April.**

With regard to the re-approval of Malcolm Gerald, Romney House Surgery in Tetbury has been granted an "A" grade recommendation by Jim Morison.

**Action: Upgrade from a "B" grade to an "A" grade needs to be brought to the Full School Board by Jim in April for endorsement.**

**Action: Jackie to notify all parties concerned, update the Intrepid database and GMC.**

### **4 Clinical Supervisor Approval/Re-Approval Applications**

Only one clinical supervisor approval application was submitted: Janet Shackleton based at Lyngford Park Surgery, Taunton with John Edwards. Approval as a clinical supervisor was granted.

**Action: Jackie to notify all parties concerned and update the Intrepid database.**

### **5 Chairman's Actions**

Two requests, both for supervisors within the Gloucestershire patch, were received on 25 January 2012 and granted as follows:-

- **Kevin Clarkson, Sixways Clinic Cheltenham**  
Approval sought for educational supervisor re-approval to be deferred from January 2012 to July 2012 in order to bring Dr Clarkson in line with his fellow supervisor's re-approval; Dr Chan Kyaw, due December 2012/January 2013. Both will be visited with report being submitted at July 2012 School Board.
- **Richard Probert, Culverhay Surgery, Wotton under Edge**  
Approval sought for clinical supervisor re-approval to be deferred from January to April 2012 as practice visit date could not be mutually arranged sooner than week commencing 30 January 2012.

**Action: Jackie to notify the supervisors concerned.**

### **6 GP Trainer/Supervisor Resignations & Retirements**

- **Chris Howes, Grove House Surgery, Shepton Mallet**  
Chris Howes retired as a GP from the practice at the end of July 2011. However, he wished to remain as the educational supervisor for Jan Islei until Jan completes his GP training programme on 3 February 2012. It was decided that a letter should be sent to Chris on the completion of his supervisor role rather than from when he retired as a practising GP. Chris was first approved as an educational supervisor in May 1997.

- **Ian Orpen, St James' Surgery, Bath**

Due to his ever increasing involvement in commissioning related matters, Ian decided to resign as a GP trainer after 12 years (approved October 1999). He wrote to Becca advising her of his decision at the end of November 2011.

- **Colin Goodson, Lodgeside Surgery, Bristol**

Colin will be leaving his practice at the end of June 2012 and is heading off to Australia later in the year. He is not actively supervising currently. Colin was approved in July 2010.

- **Paul Seviour, Locality Health Centre, Weston super Mare**

Paul was approved as an educational supervisor in November 2003 and retired from his practice on 13 December 2011. Notification received on 25 January 2012.

- **Nick Jones, The High Street Medical Centre, Stonehouse**

Nick resigned as a GP clinical supervisor mid 2011 after being approved in January 2009. He was due for re-approval this month. Notification received 26 January 2012.

- **Rosie Benneyworth, St James Medical Practice, Taunton**

In December 2011, Rosie decided to step down as a GP educational supervisor with effect from end July 2012. She was approved in March 2008. Her current workload includes commissioning and this aspect is increasing.

**Action: Jackie to send letters to all parties concerned on behalf of the School Board and to mention the above retirements and resignations at the Full School Board in April.**

## **7 Any Other Business**

Susan Hartnell-Beavis, Lay Chair Representative, will be resigning at the end of April 2012 but will be attending the Full School Board meeting on Wednesday, 4 April 2012. Her contribution over the years will be acknowledged then.

## **8 Dates of forthcoming School Board meetings**

The date of the next Full School Board meeting is **Wednesday, 4 April 2012**. This will commence at 1.00 pm in the Blackwell Room, 1<sup>st</sup> Floor, Deanery House preceded by a buffet lunch at 12.30 pm.

The date of the next Mini School Board meeting which will take place via telephone conference call in July 2012 will be decided at or after the April 2012 School Board meeting.