

NUTS and BOLTS

▣ FIVE LAKES 7th MARCH 2016

▣ TODAY'S TOPIC

Induction of Registrars

Presented by the Inductor Seductors !!!

‘We make you LOVE the process of induction’

Induction of Registrars

What would you like to get out of this session today??

WX - 'a victory of any kind' SO

Redbridge - 'More answers than questions' –the
Rascals 'Leciester VTS were our inspiration'

What is out there?

- ▣ MB BS
- ▣ MRCP
- ▣ MRCPGP
- ▣ DFFP
- ▣ DCH
- ▣ DRCOG

DRCIP

Happy Starters

DEDUCTION

OF THE REDUCTION

OF THE CONDUCTION

OF THE INDUCTION

OF THE PRODUCTION

Line, so to speak

DRCIP

New Body

Video will be available on web site
Certificates available for a small fee

WHAT WE ARE LOOKING FOR?

Table Topic

Induction of a Registrar

REGISTRAR INDUCTION

Fun / Novel / Over and Above
Different from the Normal
Ideas

TIMING

Intro = 2 mins

Group discussion = 3 mins

Group feedback $6 \times 2 = 12$ mins

Summary = 3 mins

Table Topic 1 - IT

- ▣ Computer System
- ▣ E -Portfolio
- ▣ Path Lab Results and Actioning

Table Topic 2 REFERRALS

- ▣ Letter Writing and examples
- ▣ Referral letter writing
- ▣ Pruning TWIMC tyfstp SY

Table Topic 3 - ORIENTATION

TO THE PRACTICE

Eg Handbook

First Day in Reception / Lunch with the staff

TO THE AREA

‘Walkabout’ ? Pub Tour

Treasure Hunt

Local Quiz

Table Topic 4 - STAFF

IN-HOUSE doctor, nurse
 minor op, dermatology

OUT-HOUSE PHCT, DN, Hospice, Pharmacy,
 Funeral Home, Consultant Clinics, Opticians

Table Topic 5 – ‘SELF –GUARDING’

- ▣ DBC
- ▣ Child Protection
- ▣ LEO – Performers List
- ▣ Sickness
- ▣ Maternity Leave
- ▣ Annual leave
- ▣ Contract

Table Topic 6 – NEEDS ASSESSMENT

- ▣ Honey + Mumford
- ▣ Manchester Rating Scales
- ▣ Bradford VTS site

- ▣ Feedback – How? Where? When?

- ▣ Medical Equipment test?
- ▣ Baby test?

Table Topics

- ▣ 1 Info Technology
- ▣ 2 Referrals / Letter Writing
- ▣ 3 Orientation
- ▣ 4 Staff
- ▣ 5 Self – Guarding
- ▣ 6 Needs Assessment
- ▣ Question -How long is your induction?
- ▣ THINK OF TOPICS WE HAVENT MENTIONED

Feedback Table 1

- ▣ 2weeks duration
- ▣ Get password / smart card sorted in pre-meeting
- ▣ 1 designated person for IT training
- ▣ Pre-induction pack – C+B / Dictation letters included
- ▣ Registrar using the computer whilst trainer consults in the induction week.

Feedback Table 2

- ▣ Duration 2 weeks
- ▣ Role Play of letter
- ▣ Review and Pruning
- ▣ Secretarial Involvement
- ▣ Sample letter displayed

Feedback Table 3

- ▣ Duration 2 weeks
- ▣ Oyster Card and Bus Trip to find locations, Dentist, optometrist etc
- ▣ Whipps Cross Bypass Numbers and Barts Path Lab number 0208 535 6400
- ▣ 10 Top 'need to know numbers' eg early pregnancy unit.

Feedback Table 4

- ▣ Duration 2 weeks
- ▣ Game “ Follow the script” . Talking to everyone involved in the process and finding out the difficulties in the process for each.

Feedback Table 5

- ▣ Duration 2 weeks
- ▣ Message 'involve everyone'.
- ▣ Lunch for two or twenty out of the practice with theRegistrar

Feedback Table 6

- ▣ Duration 2 weeks
- ▣ Firstly 'Formal Needs Assessments'
- ▣ But also personal needs, whether they drink tea/ coffee, how many sugars? vegetarian, etc etc
- ▣ Make sessions fun like 'paint-balling'

The End

- ▣ I hope that this is a true representation of all your thoughts
- ▣ Spread the LOVE of the induction
- ▣ Thank you all for your co-operation
- ▣ Bye Bye