

Memorandum of Understanding

Between

Health Education and Improvement Wales

And

Health Education England – working across the North West

This Memorandum of understanding is dated 17 December 2020 and made between:

- 1. Health Education and Improvement Wales (HEIW), Ty Dysgu, Cefn Coed, Nantgarw, CF15 7QQ**

And

- 2. Health Education England – working across the North West (HEE-NW) – Three Piccadilly Place, Manchester, M1 3BN**

- 1. Introduction**

- 1.1 HEIW and HEE-NW wish to enter into a co-operative relationship for the general purpose of improving OMFS training for the benefit of both parties.
 - 1.2 This memorandum of understanding (MoU) sets out below the principles by which HEIW and HEE-NW can establish a formal arrangement regarding such activity.
 - 1.3 The aim of this arrangement is to provide high quality training for individual trainees and to ensure that all trainees are exposed to appropriate training opportunities which meet GMC curriculum requirements.

- 2. Principles**

- 2.1 HEIW and HEE-NW propose to establish a consortium style training programme.
 - 2.2 For the purposes of this document 'home organisation' refers to the organisations that employ the trainees and allocates their National Training Number (NTN) and 'receiving organisation' refers to the training programme the trainee rotates into.

- 2.3 As required and subject to the needs of individual trainees, HEIW proposes to create an OMFS training programme where trainees rotate between:

Betsi Cadwaladr University Health Board:

- Glan Clwyd Hospital
- Wrexham Maelor Hospital

and

Health Education England-North West:

- Alder Hey Children's Hospital NHS Foundation Trust
- Liverpool University Hospitals NHS Foundation Trust
- Wirral University Teaching Hospital NHS Foundation Trust

- 2.4 HEE NW trainees will usually rotate to HEIW placements for 12 months based on two 6 month placements in a five year programme; one in the area of head and neck oncology and one in the area of facial deformity, facial skin surgery and trauma. The aim is to have exposure to another head and neck oncology service and MDT, have exposure to a DGH serving a widely spaced population in a rural location and the challenges that brings with a rural rather than urban pattern of craniofacial trauma.

HEIW trainees will rotate to HEE NW placements for 4 years of their five year programme. There are 10 trainees in total in the rotation with two HEIW trainees having the same experience and rotation as the eight HEE NW trainees for the duration of their training (usually 5 years ST3-ST7). Trainees will have exposure to a large urban centralised OMFS practice of H&N oncology, facial deformity, TMJ surgery and trauma. Exposure to the Supra regional paediatric craniofacial surgery and MDT and regional cleft lip and palate service and MDT at Alder Hey Children's Hospital which includes North Wales patients. Exposure to adult craniofacial deformity, trauma and oncology surgery at The Walton Centre, the regional neurosurgical service which also includes North Wales.

- 2.5 Trainees will remain fully employed by their home organisation and will hold an honorary contract at the placement Trust in their receiving organisation.
- 2.6 Trainees will be classed as on secondment from their home organisation and will be funded by their home organisation.
- 2.7 The Training Programme Directors (TPD) from each organisation will liaise to agree the number of trainees to be recruited into the combined programme at ST1/ST3 level and above as part of the annual national recruitment round. The organisation issuing the NTN will be responsible for including the vacancies as part of the national recruitment process.
- 2.8 Recruitment into the training programme will be via the existing national recruitment arrangements for specialty trainees in OMFS.
- 2.9 Trainees will retain the NTN allocated to them by their home organisation whilst on secondment to the receiving organisation.
- 2.10 Trainees will be placed in GMC approved training posts by the OMFS TPD of the receiving organisation. The receiving organisation will be responsible for ensuring

training within their region meets the requirements set by the GMC in approved GMC locations.

- 2.11 Trainees will rotate every August and February (and any other time as deemed suitable by the TPDs from each organisation). In order to maximise training opportunities for trainees, the rotations will be managed by the receiving organisation TPD.
- 2.12 Training Programme Directors will ensure that the experience trainees receive whilst undertaking placements in the Trusts listed in 2.3 are appropriate to their training needs and level of training.
- 2.13 Trainees will access funding (i.e. study leave and relocation), assessment (i.e. ARCP requirements) and support arrangements (i.e. PSU and Occupational Health) from their home organisation whilst on placement to the receiving organisation. Access to this will be maintained through existing systems within their employment arrangements.
- 2.14 Trainees will have their ARCPs and performance managed by their home organisation. The home organisation will remain the responsible body for revalidation purposes.
- 2.15 The TPDs of both organisations will inform each other immediately of any concerns relating to the training environment or a trainee's performance that may affect placement allocation or training progress.
- 2.16 The receiving organisation will ensure all trainees receive an appropriate hospital and departmental induction upon or prior to arrival.

3. Amendment and Termination

- 3.1 Either party may amend this MoU at any time, provided it is with prior written consent of both parties and provides at least one month's notice for changes to be implemented.
- 3.2 Either party may terminate this MoU at any time by giving twelve months' written notice to the other party.

Signatures:



Postgraduate Dean on behalf of
HEIW



Postgraduate Dean on behalf of
HEE-NW