

**GUM SAS Group Meeting**  
**(Executive Committee)**  
**Wednesday 17<sup>th</sup> June 2009 from 1pm - 3pm**  
**Victoria Boardroom, 56 Dean Street, London W1D 6AQ**

Present

Helen Bailey	(HB)	Mervyn Lee	(ML)
Melissa Bracken	(MB)	Vendela McNamara	(VM)
Caroline Cooper	(CC)	Helen Mullan	(HM)
Wafaa Eltantawy	(WE)	Carlos Oroz	(CO)
Margaret Hatwell	(MH)	Sue Pinsent	(SP)
Karl Hollows	(KH)	Jane Richards	(JR)
Helen Keane	(HK)	M Itty Samuel	(IS)
Lamont Law	(LL)	PN Sashidharan	(PS)
John Lee	(JL)	Nick Theobald	(NT)

**Apologies**

Apologies were received from Neil Lazaro and Nicky Waddell

**Minutes of the last meeting**

These were accepted and approved

**Matters arising**

**Mentoring:** JL wrote to Dr Guy Rooney, on behalf of the SAS group, expressing an interest in this group becoming involved in the mentoring process. Guy replied that the programme is still in its infancy but will hopefully continue to evolve. For the present, only consultants are being included but it may be extended to involve the SAS group of doctors in time. Guy also said that he is stepping down from this group. Other possible contacts for further communications were suggested: Dr Gurdeep Singh, Stoke-on-Trent; Dr Charlotte Cohen, West London; Dr Imali Fernando, Edinburgh  
NT suggested that SAS doctors in need of mentoring might look to their Deanery for this. It is possible that SAS monies may be available for this

**Workforce planning:** JL wrote to Dr Mark Pakianathan regarding the lack of inclusion of SAS doctors in this exercise. The issue seems to be that an accurate SAS data register does not exist (a fact of which we are aware). It was suggested that BASHH might be prepared to support a fact finding exercise which would involve contacting the senior consultant in each clinic to get an accurate update of numbers of SAS doctors employed and number of sessions worked. ***JL to write to Dr Jan Clarke***

**SAS (NCCG) GUM Group Constitution and Terms of Reference**

This document was discussed in detail and a final version agreed, taking into account the recent guidelines produced by BASHH - 'Special interest groups-draft constitution and terms of reference'. ***JL to amend***

and distribute to the executive committee and to Dr Jan Clarke as BASHH Secretary for final approval. This will then be sent by e-mail (***NT to action***) to as many SAS doctors as possible, prior to the Annual Conference, where it will be put to the membership for approval. The Constitution & Terms of Reference will also be available on the SAS section of the BASHH website. It was suggested that the conference acceptance letter should be accompanied by a request that people read this document from the website

**(HM to action)** and a further reminder by e-mail will go out in the week prior to the conference **(NT to action)** so that as many people as possible will have seen it by the AGM

### **Future meetings**

There was a request that Executive Meetings be held on varying days, as Wednesday does not suit all of the current membership. A show of hands revealed that the most popular days are Tuesdays and Wednesdays so it may be that there will be some variation in days in the future. ML pointed out that our venue has excellent video conferencing facilities, which we might use. He will investigate costs and ease of use for the next meeting **(ML to action)** **(Note At present use is restricted to NHS sites due to 'Firewall' issues)**

### **Conference 2009**

The mailshot for this conference went for printing and distribution towards the end of May so it should be in circulation very soon. Sponsorship has proved very difficult again and Meda are supplying 50% of what we have obtained in sponsorship this year to date.

There was some discussion regarding a suggestion made at BASHH Board that the SAS Conference should expand to include other non-consultant groups, such as doctors-in-training, nurses and health advisers. The general feeling was that the SAS group is disparate enough already to make planning a balanced conference programme quite difficult at times, and the inclusion of other groups would increase this difficulty.

**JL to write** to Dr Immy Ahmed to explain our position

### **Conference 2110**

This will probably be at Keele College on 10<sup>th</sup> to 11<sup>th</sup> September 2010 but details have yet to be finalized

### **Survey 2008**

MB has transferred the data from this survey to an Access spreadsheet but an analysis has yet to be done. MB commented that the survey had been poorly completed in many cases, with people missing the fact that the A4 sheets were double sided and so only completing 50% of the questions. Also this survey had not been sent out in advance of the conference and it was felt that time may have been a factor for some people. **(HB, NT, MB and HM to attempt to analyse this data)**

### **Survey 2009**

JR did an excellent job of producing the final version of the 2009 survey within an extremely tight timeframe. This survey looks at the implementation of the new contract so is very topical. The survey formed part of the conference mailshot so it is hoped that people will complete it in advance of the conference. The survey will also appear on the website **(NT to action)**

### **PID Audit**

This audit has now been piloted and a few final changes made, based on feedback. CO has arranged for the audit to be available online and for basic analysis and graphs to be done on the data so as to answer the questions posed in the audit, but if anyone has any further questions they want answered, please let him know as soon as possible. Because of the length of this audit, there will be no paper version available; it will be online only. A letter will be drafted and sent to the SAS doctors listed on the database **NT to e-mail** At the same time, regional reps should contact as many SAS colleagues as possible themselves, using the same letter, and finally, a letter will be sent to all clinical leads with a request that they pass it on to all SAS colleagues working in their department. CO will contact Hilary Curtis to finalize details and will draft letter with JL and KH.

The period of the audit will be 2008 and cases will be sourced using KC60 or STISS (ISD) coding. Up to 10 clinical records may be audited by each SAS doctor

## **DIP GUM**

HB and NT attended that last DipGUM OSCE examination as observers. They felt that it was a very fair examination, clinically based on everyday presentations and procedures and their main piece of advice was that people should read all instructions carefully. It is based at about the level of a second year SpR, which is a realistic level for any Staff Grade doctor. The information from this day will be fed back to delegates during the DipGUM workshop in September. The written examination has recently changed to a 'best of five' format, which is something like multiple choice. It was agreed that, as a group, we would try to compile a list of questions using feedback from recent candidates. If anybody has any such information, it may be sent to HM, who will compile a list. **HM to action**

## **SAS Induction pack**

Our thanks to LL, who has updated the SAS Induction Pack. A few minor alterations were suggested, including updating the logo.

## **Financial Report**

NT reported that financially the group is doing well. He suggested that the conference fee should increase by £10 in each category in 2010 and this was agreed

## **Feedback:**

**BASHH Board:** A full report was made by the SAS representative on BASHH Board.

**BASHH Clinical Governance:** Nothing to report

**BASHH Education Committee:** The Education Committee did an audit of the OGMs. Of the 107 responses received, >50% were from SAS doctors. As a result of this audit, it has been agreed to reduce the number of OGMs per year, with a possible increase in regional meetings

**National Audit Group:** Audit is going to become a very important tool as revalidation approaches. It will be even more important to complete the whole cycle of implementing changes based on audit results, and then re-examining again at a later date

## **AOB**

It has been suggested that the SAS Group might like to have a regular paragraph in the BASHH newsletter, which would detail events of particular interest to them. **LL to action**

**Next meeting: AGM, Annual Conference, September 2009**

## **2010**

**Conference Meeting: Wednesday 27<sup>th</sup> January 2010 – 10.30am to 12.30pm)**

**Executive Committee Meeting: Wednesday 27<sup>th</sup> January 2010 - 1.00pm to 3.00pm**

**Venue: Victoria Boardroom, 56 Dean Street, London W1D 6AQ**