



Health Education Thames Valley

HEALTH EDUCATION THAMES VALLEY - SPECIALTY TRAINING PROGRAMME IN CLINICAL ONCOLOGY

About Health Education Thames Valley

We are the Local Education and Training Board (LETB) for Thames Valley covering Berkshire, Buckinghamshire and Oxfordshire. Our vision is to ensure the delivery of effective workforce planning and excellent education and training to develop a highly capable, flexible and motivated workforce that delivers improvements in health for the population of Thames Valley. Thames Valley LETB is responsible for the training of around 2000 Foundation and Specialty trainees.

Health Education Thames Valley is a relatively small organisation with a defined geographical area which serves as a single unit of application. In the majority of cases successful candidates will be asked to preference their choice of location for either one or two years. Some programmes will require successful candidates to indicate a location and specialty. Future placements will usually be based on individual training and educational needs. **Please note that applications are to the Health Education Thames Valley as a whole. This may mean that you may be allocated to any geographic location within the deanery depending on training needs.**

The Clinical Oncology Training Programme

The Clinical Oncology training programme is a 5 year programme, starting at ST3. During this time, the trainee's work will be monitored for satisfactory progress and subject to annual reviews in the form of ARCPs. Progression on the programme will be dependent upon these reviews.

The posts on this rotation have been approved for Specialist Training by the Royal College of Radiologists. The posts attract National Training Numbers and provide training towards a Certificate of Completion of Training (CCT).

The Postgraduate Dean has confirmed that this post has the necessary educational and staffing approvals.

The programme is based in several different Trusts throughout Health Education Thames Valley so trainees may find themselves employed by any of the following Trusts and placed in any of the following hospitals:

Trust	Hospitals and Locations
Royal Berkshire NHS Foundation Trust	The Berkshire Cancer Centre, Royal Berkshire Hospital, Reading http://www.royalberkshire.nhs.uk/
Oxford University Hospitals NHS Trust	The Oxford Cancer Centre, Churchill Hospital, Oxford http://www.ouh.nhs.uk/

Rotation Information

Rotations may at times change in response to clinical need from the Trusts. Expected rotation arrangements for this programme are:

The five year training scheme is divided into 10 attachments, each of six months, with rotation on 1 May and 1 November each year.

A minimum of five attachments will be spent in the Oxford Cancer Centre, with a minimum of four attachments spent in the Berkshire Cancer Centre, Reading.

The timetable of attachments will be drawn up by the Training Programme Director, on behalf of the Educational and Training Committee, and only implemented following approval by the Clinical Director of each Cancer Centre

TRAINING PROGRAMME

TRAINING PROGRAMME DIRECTOR: Dr Rebecca Muirhead (Oxford)

REGIONAL POSTGRADUATE ADVISOR: Dr Paul Rogers (Oxford)

Year 1

The Specialist Trainee will complete two six month attachments, which will include clinical work in Oxford or Reading and experience in peripheral clinics.

During the year, the trainee will attend Module A of the London MSc Course aimed at the Part 1 FRCR examination. The Specialist Trainee is encouraged to sit all parts of the exam in the first sitting at the end of this year. Case Reports and abstract submissions should be prepared at the earliest opportunity.

Years 2 and 3

A further four six month clinical attachments will be undertaken, aiming to cover the broad range of Oncological practice, with training in site specialist areas.

Specialist Trainees will participate in regular FRCR training (including the Module B of the London MSc course on Thursdays), leading to the FRCR Part 2 examination at the end of the third year. There is an option to complete the MSc.

Years 4 and 5

A further four, six month clinical attachments will be undertaken. Specialist Trainees are encouraged to present research projects at National and International Meetings in the form of posters and/or oral presentations. It may also be possible to undertake an elective period or fellowship outside of the rotation during this phase of training (although additional funding may be required).

Rotation to the departments of physics, medical oncology, radiology in Oxford and or to Palliative Care for a period not exceeding six months in either or both of these disciplines is encouraged.

WORK PATTERN:

Oxford: On-call 1:14 (non-resident, specialist cross cover with Medical Oncology). There is a small possibility of trainee's requiring to cover 2 weeks yearly of hospital at night for the first 2 years of training although the hospital usually finds locums to cover these.

Reading: On call 1:5 (non –resident)

Trust Information

(A) Description of Specialty Services Provided in Oxford:

The New Oxford Cancer Centre provides an oncology service for Oxfordshire Health Authority and Stoke Mandeville (Bucks), High Wycombe (Bucks) and Swindon (Wiltshire) hospitals.

The service in the North of the Thames Valley Cancer Network consists of:

- (i) Radiation therapy given at the Churchill to either out-patients or in-patients,
- (ii) Chemotherapy given at the Churchill or at DGH clinics. For more intensive chemotherapy schedules patients are admitted to the ward at the Churchill. Electronic prescribing using "Aria".
- (iii) New patient and follow-up service. Most consultants hold at least one DGH clinic per week, with combined clinics, new patient clinics, and follow-up clinics. Also at most of these chemotherapy is provided.

a) Department Consultants in Oxford:

Dr Somnath Mukherjee (university appointment)
Professor Maria Hawkins (university appointment)
Dr Ketan Shah
Dr Anne Kiltie (university appointment)
Dr David Cutter (university appointment)

Dr Robert Stuart
Dr Carolyn Taylor (university appointment)
Professor Ricky Sharma (university appointment)
Dr Andrew Eichholz
Dr Geoffrey Higgins (university appointment)
Dr Kate Vallis (university appointment)
Dr Philip Camilleri (College Tutor and Educational Supervisor)
Dr Ami Sabharwal
Dr Claire Blesing (Clinical Director)
Dr David Cole (Educational Supervisor)
Dr Bernadette Lavery
Dr Rebecca Muirhead (Training program director, Educational Supervisor and University appointment)
Prof Tim Maughan (university appointment)
Dr Nicola Warner (Educational Supervisor)
Dr Andrew Weaver
Dr. Nicholas Bates
Dr Amanda Salisbury (Clinical Tutor, Educational Supervisor)
Dr Amanda Horne
Dr Tina Foord
Dr Sally Trent
Dr Clare Jacobs
Dr. Niki Panakis
Dr Shiroma Da Silva-Minor

(B) Description of Specialty Services Provided in Reading:

The service in the South of the Thames Valley Cancer Network consists of:

- (i) Radiation therapy given at the Berkshire Cancer Centre (BCC) to either outpatients or inpatients.
- (ii) Prostate Brachytherapy at the Royal Berkshire Hospital Foundation Trust.
- (iii) Chemotherapy given at the BCC as inpatients or outpatients using the "Aria" electronic prescriptions.
- (iv) New patient and follow up service. Peripheral clinics occur in Ascot, Windsor, Newbury and Henley

Consultants in Reading:

Dr Jane Barrett (President of the Royal College of Radiologists)
Dr James Gildersleve (Educational Supervisor)
Dr Clive Charlton
Dr Paul Rogers (Regional Director and Educational Supervisor)
Dr Alice Freebairn
Dr Ruth Davis (Educational supervisor)
Dr Richard Brown (Clinical Director)
Dr Joss Adams
Dr Helen O'Donnell

Dr Nicola Dallas (Educational Supervisor)

Specialist Trainees on Clinical Oncology Training Programme

10 posts in total
7 based in Oxford
3 based in Reading

THE DEPARTMENT OF CLINICAL ONCOLOGY IN OXFORD

INTRODUCTION

The Department, based on the Churchill campus of the Oxford University Hospitals NHS Trust, is the largest of the 3 Radiotherapy Departments of the former Oxford Region.

The Oxford Radcliffe Hospital is a major Teaching Hospital, with links with Oxford University Clinical School and Oxford Brookes University's School of Health Care Studies. The Hospital is based on three main sites: The John Radcliffe and the Churchill in Headington, and the Horton in Banbury.

The Department in Oxford, serves a population of approximately 1.4 million, which includes Oxford, Banbury, Aylesbury, South Bucks (High Wycombe and Amersham), and Swindon. Peripheral clinics are held regularly in the District Hospitals and are staffed principally by the Consultant responsible for that clinic and Specialist Trainees.

The new Oxford Cancer Centre opened in 2009, with brand new facilities for patients in the region, including two oncology wards, outpatient facilities, a newly built radiotherapy area as well as surgical wards and an on-site ITU.

Within the Oxford Department, general and site specialist clinics are conducted by all the Consultants. Oxford has developed site-specialist working in line with the Calman-Hine recommendations. The combined clinics cover the following site specialist areas:-

- Breast
- Head and Neck
- Lung
- Dermatology
- Gastro-intestinal tract
- Brain/CNS
- Urology
- Musculo-skeletal

- Gynaecology
- Endocrine
- Haematology
- Paediatrics

The Department receives over 3,400 new referrals each year and provides patients with comprehensive care, to include full assessment and treatment by both irradiation and /or chemotherapy, as appropriate.

Patients requiring ward admission are admitted to the Oncology ward, which contains 22 acute beds. There is also a Short Stay ward, for planned chemotherapy admissions and planned procedures requiring admission. Cytotoxic chemotherapy is administered in the Chemotherapy Suite on an outpatient basis. The Trust is also trialling a Triage Service within the oncology ward system currently.

EQUIPMENT

Within the Department there is a full range of equipment, including:

- Six 6 and MV Varian Linear Accelerators. 3 currently have arc capability, one has exactract for stereotactic brain treatment, 4 linacs have on board imaging. We deliver >80% of all radical treatments using IMRT, IGRT is used as standard in all patients. We receive referrals from around the UK for SABR treatment in all sites and offer radiosurgery to intracranial lesions.
- Treatment planning is undertaken in a new planning suite using either CT stimulation and Eclipse or with our Acuity Simulator with CT facility.
- The Department delivers prostate brachytherapy and is soon to deliver vaginal brachytherapy also.
- ARIA patient information, scheduling system and verification systems.

LINKS WITH OTHER SPECIALIST UNITS IN OXFORD

Departments

- Clinical Haematology
- Medical Oncology
- Medical Physics
- Pain Relief Unit
- Sir Michael Sobell House (Hospice)

Clinical Director

Dr T Littlewood
 Dr. Andrew Protheroe
 Dr A Nisbet
 Dr T Jack
 Dr M Minton

In addition, members of the Department hold joint meetings and organise research projects with:

- The Gray Institute of Radiobiology Research, headed by Professor Gillies McKenna. The changes that are taking place, and the links that are being forged at the Churchill at the present time, are both stimulating and exciting.

The Churchill Hospital is served by an on-site Radiology Department, which includes Ultrasound, Nuclear Medicine and CT and MRI and PET scanning.

THE DEPARTMENT OF CLINICAL ONCOLOGY IN READING

INTRODUCTION

The Royal Berkshire Hospital covers an area extending from west of Newbury, across through Reading and Wokingham to Henley and Maidenhead and includes parts of south Oxfordshire and north Hampshire. The resident population is around half a million. Acute services are provided by the Royal Berkshire NHS Foundation Trust, now consolidated onto the RBH site where the cancer services are situated.

The Royal Berkshire Hospital has all the features of a large District General Hospital with ready access to cancer services, including Radiotherapy. The hospital has about 600 beds, on site Accident Centre and ITU and CDU, with full PACS diagnostic support, including MRI and CT scanners, general diagnostic imaging (including nuclear medicine) and interventional radiology. There is an image link facility to the Radcliffe Infirmary for Neurosurgery. All Pathology specialties are on site, including Clinical Haematology, with whom closer ties are being developed. There are out-patient facilities for all specialties.

CLINICAL ONCOLOGY SERVICES

The Department of Radiotherapy and Oncology sees approximately 2800 new patients per annum who come from the hospital's catchment area described above, and also for thoracic and urological malignancy from East Berkshire District, served by Heatherwood and Wexham Park Hospitals. Out-patient facilities are on the ground floor in the original West Wing of the hospital, in a department that was completely refurbished in 2004. The treatment floor is adjacent and 13 designated Oncology beds are in the newly built Adelaide Ward. Outreach clinics are held at Wexham Park, Windsor, Newbury, Henley and Ascot. Multi-Disciplinary Teams exist in Reading for management of Breast, Upper GI, ENT/Oral, Gynaecological, Urological, Dermatological, Colorectal and Haematological malignancies. In addition, RBH consultants undertake MDTs in East Berkshire for Lung, Breast, Urological and Haematological Malignancy. There are video-conferenced trans-Berkshire MDT for Urological Malignancy. Other MDTs (Germ cell, Gynae, CNS, skin and sarcoma) are video-conferenced with Oxford.

The department provides a full range of both chemotherapy and radiotherapy for all common cancers, with only very rare malignancies, such as children's and bone sarcomas being referred elsewhere for investigation and treatment

We have excellent palliative care support, with an in house palliative care team, and two local consultant lead hospices, the Duchess of Kent House in Reading, and the Sue Ryder home in Nettlebed.

There are excellent opportunities for post FRCR specialist training in e.g. real-time prostate brachytherapy, for which we provide the regional service, testicular teratomas, and radio-iodine therapy for thyroid cancer. The department also aims to support trainees in developing experience in the managerial aspects in preparation for taking on a consultant role.

EQUIPMENT AND FACILITIES

The Radiotherapy treatment facility has:

- Dual energy 6MV and 10MV Linear Accelerator, with electrons from 6MeV to 18MeV
- Two Dual Energy 6MV and 10MV Linear Accelerators, with electrons, MLC and Portal Imaging.
- IMRT and IGRT is delivered using these machines.
- Orthovoltage and Superficial Unit (250 kVp, 150 kVp and 100kVp)
- High dose rate Micro-Selectron in the HDR suite
- Low Dose Rate real-time prostate brachytherapy.
- VERT.

There are facilities for use of iridium wires and hairpins, and low dose rate manual after-loading caesium sources. All these facilities are supported by computerised planning facilities, a modern Simulator and Mould Room and Workshop support, and rooms for patient planning and review. There is a dedicated session on the hospital CT scanner each week for radiotherapy planning, and in due course the department will acquire a CT in the department.

Chemotherapy facilities include on site Pharmacy, with cytotoxic preparation and a spacious dedicated out patient facility for drug administration. In-patient facilities are available for those requiring overnight administration, and Adelaide ward is the joint oncology and haematology ward.

TRAINING AND RESEARCH:

Study Leave:

Formal Teaching: During the first two years of the Training Scheme, trainees will be expected to attend the London MSc Course on a day release basis. Module A takes place on Fridays. In Year 2, Module B occurs on Thursdays.

In House Teaching: Trainees will be expected to attend the formal Wednesday afternoon teaching sessions and play a part in organizing and delivering these.

Audit and Research: Presentation of audits and research is encouraged at a Local and National level in years 1-2 and Internationally in years 3-5.

Assessment and Appraisal (ARCP)

The Training Programme Director will organise formal annual assessment of all trainees taking part in the Rotational Scheme, with the assistance of the Clinical Tutors, and Consultants involved in training.

There will also be an appraisal at the beginning and end of each six month attachment, to set objectives for the attachment and ensure satisfactory progress of the Trainee. Appraisal will also ensure that appropriate training is being delivered by the Oncology Departments.

This post is recognised for training for the Fellowship of the Royal College of Radiologists, leading to the Certificate of Completion of Training (CCT). Each post is for five years, with review after one year.

b) Research and Private Study

The Department recognises the importance of training for Specialist Trainees, and between one and two sessions per week are designated specifically for either study, or to develop research projects. There are opportunities to collaborate with the Radiobiology Research Institute, the CRUK, or develop clinical projects with the Department. On appointment, the Specialist Trainee will discuss his/her training needs with the College Tutor and Training Programme Director.

c) Facilities for Study and Training:

Good library facilities are available at the John Radcliffe Hospital and at other libraries in the Central Oxford Hospitals. The Churchill Hospital Library is based in the Radiobiology Institute.

The Royal Berkshire Hospital Library Facilities are on site.

Duties of Post

a) Principal Responsibilities:

The day to day care of patients on the wards, the care of patients in clinics and theatres as appropriate to the grade of the post. Each week this will include:

Ward round	1 session
Theatre	1 session (variable)
Out-patients	approximately 3 sessions (1-2 sessions per week at peripheral clinic)
Radical Planning	1-2 session
Review of patients on treatment	1 session

b) Description of Working Pattern

Oxford: 1:14 on-call rota with prospective cover for colleagues during their annual and study leave. Possibly 2 weeks annually to cover Hospital at night during first two years of training if a locum cannot be found.

Reading: 1:5 on call with prospective cover

d) Teaching

Throughout the year Oxford Medical Students are assigned to the Department for a two week attachment. There is a formal teaching programme, involving seminars, ward teaching and attendance at Out-Patient Clinics. Consultants and Specialist Trainees take an active role in teaching the Medical Students. Specialist Trainees will also participate in the Oncology Teaching Programme.

e) Administration/Management

There is the usual requirement for the normal maintenance of patients' records, completion of treatment summaries and writing of letters, as appropriate, to referring doctors and GP's.

The Specialist Trainees are responsible for the timetable, ensuring adequate cover for the various clinics undertaken by the department, and also preparation of the on-call rota.

Main Conditions of Service

Appointments to this programme are subject to the Terms and Conditions of Service (TCS) for Hospital Medical and Dental Staff (England and Wales). In addition appointments are subject to:

- Applicants having the right to work and be a doctor or dentist in training in the UK
- Registration with the General Medical Council
- Pre-employment checks carried out by the Trust HR department in line with the NHS employment check standards, including CRB checks and occupational health clearance.

The employing Trust's offer of employment is expected to be on the following nationally agreed terms:

Hours – The working hours for junior doctors in training are now 48-hours (or 52-hours if working on a derogated rota) averaged over 26 weeks (six months). Doctors in training also have an individual right to opt-out if they choose to do so, but they cannot opt-out of rest break or leave requirements. However, the contracts for doctors in training make clear that overall hours **must not exceed 56 hours in a week** (New Deal Contract requirements) across all their employments and any locum work they do.

<http://www.nhsemployers.org/your-workforce/need-to-know/european-working-time-directive>

Pay – you should be paid monthly at the rates set out in the national terms and conditions of service for hospital medical and dental staff and doctors in public health

medicine and the community health service (England and Wales), “the TCS”, as amended from time to time. The pay scales are reviewed annually. Current rates of pay may be viewed at <http://www.nhsemployers.org/your-workforce/pay-and-reward/pay/pay-and-conditions-circulars/medical-and-dental-pay-and-conditions-circulars> Part time posts will be paid pro-rata

Pay supplement – depending upon the working pattern and hours of duty you are contracted to undertake by the employer you should be paid a monthly additional pay supplement at the rates set out in paragraph 22 of the TCS. The current pay scales may be viewed at

<http://www.nhsemployers.org/your-workforce/pay-and-reward/pay/pay-and-conditions-circulars/medical-and-dental-pay-and-conditions-circulars>

The pay supplement is not reckonable for NHS pension purposes. The pay supplement will be determined by the employer and should be made clear in their offer of employment and subject to monitoring.

Pension – you will be entitled to join or continue as a member of the NHS Pension Scheme, subject to its terms and rules, which may be amended from time to time. If you leave the programme for out of programme experience you may have a gap in your pension contributions. More information can be found at

<http://www.nhsbsa.nhs.uk/pensions>

Annual Leave – your entitlement to annual leave will be five or six weeks per annum depending on your previous service/incremental point, as set out in paragraphs 205-206 of the TCS. The TCS may be viewed at

<http://www.nhsemployers.org/your-workforce/pay-and-reward/nhs-terms-and-conditions/junior-doctors-dentists-gp-registrars/junior-doctors-terms-and-conditions-of-service-and-associated-documents>

Sick pay – entitlements are outlined in paragraph 225 of the TCS.

Notice – you will be required to give your employer and entitled to receive from them notice in accordance with paragraphs 195-196 of the TCS.

Study Leave – the employer is expected to offer study leave in accordance with paragraphs 250-254 of the TCS. Local policy and procedure will be explained at induction.

Travel Expenses – the employer is expected to offer travel expenses in accordance with paragraphs 277-308 of the TCS for journeys incurred in performing your duties. Local policy and procedure should be explained at induction.

Subsistence expenses – the employer is expected to offer subsistence expenses in accordance with paragraph 311 of the TCS. Local policy and procedure should be explained at induction.

Relocation expenses – the employer will have a local policy for relocation expenses based on paragraphs 314 – 315 of the TCS and national guidance at

<http://www.nhsemployers.org/PayAndContracts/MedicalandDentalContracts/JuniorDoctorsDentistsGPReg/Pages/DoctorsInTraining-JuniorDoctorsTermsAndConditions150908.aspx>

You are advised to check eligibility and confirm any entitlement with the employer before incurring any expenditure.

Pre-employment checks – all NHS employers are required to undertake pre-employment checks. The employer will confirm their local arrangements, which are expected to be in line with national guidance at

<http://www.nhsemployers.org/your-workforce/recruit/employment-checks/nhs-employment-check-standards>

Professional registration – it will be a requirement of employment that you have professional registration with the GMC/GDC for the duration of your employment. Though the post is covered by NHS Indemnity, you are strongly advised to register with the MPS for professional indemnity.

Health and Safety – all employers have a duty to protect their workers from harm. You should be advised by the employer of local policies and procedures intended to protect your health and safety and expected to comply with these.

Disciplinary and grievance procedures – the employer will have local policies and procedures for dealing with any disciplinary concerns or grievances you may have. They should advise you how to access these, not later than eight weeks after commencement of employment.

Educational Supervisor – the employer or a nominated deputy (usually the Director of Medical Education) will confirm your supervisor on commencement.

General information on the LETB's management of Specialty Training programmes, including issues such as taking time out of programme and dealing with concerns or complaints, is available at www.oxforddeanery.nhs.uk and in the national 'Gold guide' to Specialty Training at <http://specialtytraining.hee.nhs.uk/>. Please ensure that you inform Health Education Thames Valley of any changes to your contact details.