

Annex 9

Annual college/faculty Summary Form per specialty or sub-specialty

This form is a **summary of the minor changes** made to the curriculum and/or assessment system for each specialty or sub-specialty during a given period. The changes must be in accordance with the definition of a minor change and should comply with PMETB's Standards for curricula, March 2005 and the *Principles for an assessment system for postgraduate medical training*, September 2004.

ALL SECTIONS OF THE FORM MUST BE COMPLETED AND ONE FORM SHOULD BE COMPLETED PER SPECIALTY OR SUB-SPECIALTY

Section 1. Details of the medical Royal College/Faculty/ Specialist Association

Details of the medical Royal College/Faculty/Specialist Association	
Name	Faculty of Occupational Medicine, Royal College Physicians, London
Specialty	Occupational Medicine
Sub-specialty	
Contact details for the person responsible for submitting this form to PMETB	
Name	Professor Keith Palmer
Address	Professor of Occupational Medicine The Faculty of Occupational Medicine of the Royal College of Physicians 6 St Andrew's Place Regent's Park London NW1 4LB
Job Title/Role	Academic Dean
Telephone number	020 7317 5890
Mobile number	Not applicable
Email	Please contact the Faculty of Occupational Medicine

Section 2. Details of changes made for the period

Section 2(a) Please tick ONE box: 2008/9 2009/10 2010/11

Minor changes made	Page reference in original document*	Proposed new wording	Rationale for changes made
We have reduced the number of case-based discussions/yr from 12 to 8 and the number of SAIL assessments from 6 to 4.	P3, Assessment submission, July 07.	"2. Case-based discussions (CBD) – at least 8/yr by a supervisor and ..." 24. Sheffield Assessment Instrument for Letters (SAIL): a tool for assessing the quality of a trainee's letters– at least 4/yr by a supervisor and..."	We were advised by the PMETB Assessment System Approval Panel (July 08) that the number of such assessments was large relative to other specialties. Feedback from consultees now suggests that it would be onerous to require so many assessments, especially in the initial phases of implementation.

Minor changes made	Page reference in original document*	Proposed new wording	Rationale for changes made
Initially, the role of the Faculty-appointed external assessor in Workplace-based Assessments will be piloted in several regions in 2008 and evaluated in 2008-9. [Not introduced nationally and without piloting.]	P4, Assessment system application form of July 2007	We suggest adding a paragraph after "5. Directly observed procedures... target of 4/yr". This would say: "Initially, the role of the Faculty-appointed external assessor in Workplace-based Assessments will be piloted in several geographical regions in 2008 and evaluated in 2008-9."	In a very small specialty the appointment of these external assessors may stretch resources and the supply of willing helpers. We hope the role can be sustained to support development of WBAS and to assess/quality assure their implementation. But we think it sensible to pilot these proposals to test their feasibility and added value prior to national roll out.
Two of the web links that cross refer to other specialties' core training curricula need updating in the curriculum document	P 9: The Physician of Tomorrow link P10: p10: c) Public health: Faculty of Public Health. Training Curriculum 2007 link	We will cross-refer to the currently approved curriculum at: http://www.pmetb.org.uk/index.php?id=approvedcurricula	Simple house-keeping – the curricula referred to are liable to change over time.
We do not envisage updating the curriculum in August 2008, although p45 of the curriculum document implies we may do so	P45 approved curriculum, July 07	We wish to omit the line on p45: "Aug 2008, First year of new curriculum completed, Academic Committee"	It would inappropriate to make changes at this stage - there is no clear necessity/educational rationale; stakeholders need time to adjust to the 2007 curriculum; longer lead times are needed in a small specialty for problem-free implementation.

[* please stipulate whether this refers to the curriculum or the assessment system]

Section 3. Details of proposed changes for the forthcoming period

Please use this section to inform PMETB of any changes proposed for the forthcoming reporting period as far as the college/faculty is aware.			
Proposed changes	Page reference in original document*	Proposed new wording	Rationale for changes proposed
None (although the piloting of external assessors in Workplace-based Assessments and the evaluation of this initiative may run into 2009).			

[* please stipulate whether this refers to the curriculum or the assessment system]

Section 4. Declaration

I confirm that the information given on this annual college summary form is correct and I understand that failure to disclose relevant information may result in the curriculum and/or assessment system no longer being approved.

Signature: Keith Palmer (hard copy signed and posted)

Date: 16/6/08

Position held: Academic Dean

This form must be submitted electronically to: curriculum.eval@pmetb.org.uk

And in hard copy (1 copy) to:

Curriculum & Evaluation
Postgraduate Medical Education & Training Board
Hercules House
Hercules Road
London
SE1 7DU