



Scottish Cytology Training School

ANNUAL REPORT *April 2009- March 2010*



NHS Lothian

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The completed Annual Report should be sent electronically by 31 May to:

*Ruth Meechan, Executive Assistant
National Services Division, NHS National Services Scotland, Area 062, Gyle Square,
1 South Gyle Crescent, Edinburgh, EH12 9EB*

*Email: nss.nsd-report@nhs.net
Phone: 0131 275 6575
Fax: 0131 275 7614*

Section A: Service/Programme

A2 Aim / Purpose / Mission Statement / Date of Designation

To provide thorough training and continuing professional development for relevant professional staff in cervical cytology screening as part of the Scottish Cervical Screening Programme.

A3 Description of Patient Pathway

A3 a) Target Group for Service or Programme

Trainee and qualified technical staff at all levels for initial training to screen cervical cytology. Also ongoing professional development for experienced staff and laboratory training officers from the 11 Scottish laboratories. Medical staff are out with the terms of this agreement.

A3 b) Abbreviated Care Pathway for Service or Programme

Staff new to screening must complete a 4 week Introductory Course at the Training School within 6 months of employment, followed by a week long consolidation course approximately 6 months later. Pre – exam training is given approximately 6 weeks prior to the trainee sitting the City and Guilds Diploma examination. In house training is the responsibility of the Training Officer /Assessor in line with the City and Guilds Diploma handbook. This is supported by school staff as Internal Verifiers. Experienced laboratory staff are required to attend 3 days rolling formal update training every 3 years at an accredited Training School.

Section B: Quality Domains

B1 Efficient

B1 a) Report of Actual v Planned activity

April 2009 – March 2010

	Days	Places	Attended
Introductory Course Part 1			
September 21st – October 16th	20	6	Cancelled due to lack of demand
February 15th – March 12th 2010	20	6	Cancelled due to lack of demand
Introductory Course Part 2			
June 22nd – 26th	5	6	1
November 2nd – 6th	5	6	4
Pre-Exam Course			
August 19th – 21st	3	12	6
LBC Induction Course	No date		
Update Courses			
May 20th – 21st	2	10	7
August 24th – 25th for medical staff	2	12	6
November 23rd – 25th	3	12	8
December 3rd – 4th	2	12	10
February 18th – 19th	2	12	4
Workshop Day	No date		
Advanced Practitioner Course	No date		
Training for Trainers			
April 23rd	1	24	14
December 17th	1	24	10
Assessor Induction			
May 26th	0.5		5
September 11th	0.5		2
City & Guilds Internal Verification visits			
On site with Trainees and Assessors			
June 8th Glasgow Southern and Inverclyde	1		2
June 11th Ninewells, Dundee	1		1
Ongoing Internal verification for trainees	6		9 (6)
Internal Verifiers' Meeting			
Birmingham 13th July	1		2
Birmingham 10th December	1		2
TOTAL	37		

Comments

Courses cancelled due to lack of demand. Few trainees being recruited in Scotland. Judith Bingham and Sue Mehew attended mandatory City & Guilds Internal Verifiers Meeting, Birmingham

B1 b) Resource use

N/A.

B1 c) Finance and Workforce

Sent separately.

B1 d) Key Performance Indicators (KPIs) and HEAT targets

In October 2009 three trainees sat the City and Guilds Diploma examination, one passed on this occasion, the other two were successful after re sitting one element of the examination in February.

B2 Effective

B2 a) Clinical Audit Programme

N/A.

B2 b) Clinical Outcomes/ complication rates / external benchmarking

Accredited Training Centre in line with quality standards required by NHSCSP.
Staff attend City and Guilds Internal Verifier standardisation meetings twice yearly and run standardisation meetings for local assessors.

B2 c) Service Improvement

Moving to new accommodation with new equipment has made a substantial improvement to service delivery as evidenced in the course evaluations.

B2 d) Research

N/A.

B3 Safe

B3 a) Risk Register

Risk register held for Pathology Laboratories.

B3 b) Clinical Governance

Participate in Clinical Governance.

B3 c) Healthcare Associated Infection (HAI) and Scottish Patient Safety Programme (SPSP)

Pathology Laboratory participating in NHS Board programmes.

B 3 d) Adverse Events

N/A.

B 3 e) Complaints / Compliments

New accommodation has addressed previous difficulties with cramped windowless room.

B4 Timely (Access)

B4 a) Waiting / Response Times

Staff wishing to attend courses submit names to School Administrator for their choice of date, there is no waiting list. The programme of courses is designed to allow capacity for all those wishing to attend an Update course to find a suitable date.

B4 b) Review of Clinical Pathway

N/A.

B5 Person Centred

B5 a) Patient Carer/Public Involvement

N/A.

B5 b) Better Together Programme Involvement

N/A.

B5 c) User Surveys

Evaluation sheets completed by all course participants, courses are well received with good/excellent for the quality of presentations and training materials. Approachability of staff receives favourable comment. Request is now for colour handouts. Annual questionnaire sent to all laboratories to ask for total staff numbers by grade and indication of numbers requiring training courses in the current year. Laboratories and Training Officers asked to suggest course topics.

B6 Equitable

B6 a) Fair for all: Equality & Diversity

Courses are open to all NHS Scotland laboratory staff requiring training within the Screening Programme. Staff at ERI are required to undertake equality and diversity training.

B6 b) Geographical access

Most courses delivered from the new facilities at RIE. Two update courses per year delivered from facility at GRI. Single workshop days hosted at other laboratories depending on demand. Facilities at ERI are fully wheelchair accessible.

Section C: Looking Ahead/Expected Change/Developments

The next years will bring changes in technology, as yet uncertain how HPV testing and automation will develop within the Screening Programme. The School will need to be ready to adapt to changes in the way training is delivered to make it appropriate to a changing environment. Impact of the Scottish Cytology Review as yet unknown. Currently participating in the feasibility study of the ThinPrep Imaging System with a view to determining training needs if this technology is adopted in Scotland.

Laboratory will be taking part in 'Test of Cure' project where the school will be assessing training requirements for which will be necessary if screening staff become involved in carrying out HPV tests.

Section D: Summary of Highlights (Celebration and Risk)

The move to much improved training facility within Pathology Department has improved the efficacy of training as it is a much more enjoyable environment with better audiovisual facilities.