

Faculty of Medical and Human Sciences

School of Medicine

MB ChB Phase 1

**Early Clinical Experience
Introduction
2013 - 2014**

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Early Clinical Experience Co-Leads

The duties of a doctor registered with the General Medical Council

Patients must be able to trust doctors with their lives and health. To justify that trust you must show respect for human life and make sure your practice meets the standards expected of you in four domains.

Knowledge, skills and performance

- Make the care of your patient your first concern.
- Provide a good standard of practice and care.
 - Keep your professional knowledge and skills up to date.
 - Recognise and work within the limits of your competence.

Safety and quality

- Take prompt action if you think that patient safety, dignity or comfort is being compromised.
- Protect and promote the health of patients and the public.

Communication, partnership and teamwork

- Treat patients as individuals and respect their dignity.
 - Treat patients politely and considerately.
 - Respect patients' rights to confidentiality
- Work in partnership with patients.
 - Listen to, and respond to, their concerns and preferences.
 - Give patients the information they want or need in a way they can understand.
 - Respect patients' right to reach decisions with you about their treatment and care.
 - Support patients in caring for themselves to improve and maintain their health.
- Work with colleagues in the ways that best serve patients' interests.

Maintaining trust

- Be honest and open and act with integrity.
- Never discriminate unfairly against patients or colleagues.
- Never abuse your patients' trust in you or the public's trust in the profession.

You are personally accountable for your professional practice and must always be prepared to justify your decisions and actions.

Early Clinical Experience (Years 1 & 2)

Early Clinical Experience is an integrated programme of activities and placements that you will follow throughout Phase 1 to help put your theoretical teaching into a professional context.

Through the sessions you will acquire and practise communication and clinical skills and gain proficiency in exploring biomedical and psychosocial aspects of patients' illness and health care experiences, working with tutors and other health care professionals, and interacting with patients, their families and carers.

The programme will help you to develop self-awareness, professional and ethical behaviour and an understanding of models of good practice. You will build on your existing knowledge, attitudes and experiences through a process of reflection, discussion and constructive feedback from your fellow students and the clinicians and tutors you meet.

All session leaders will discuss your experiences with you, highlighting positive aspects and any problems or issues that may have arisen. They will also help you to construct and review your individual portfolio.

The experiences will take place in a variety of health care settings and you will be expected to travel to hospitals, general practices and patients' homes.

Hospital Visits

There are two half-day Hospital visits (or equivalent) per semester.

For each visit your PBL group will be allocated to one of our Teaching Hospitals where the sessions are facilitated by Early Clinical Experience Facilitators (ECEFs), all of whom are qualified and experienced nurses. Some visits will take place at other hospitals associated with the teaching hospitals, such as Blackburn Royal Infirmary, North Manchester General Hospital and Christie Hospital. The sessions will be facilitated by doctors, nurses, and other staff members at these hospitals.

Hospital visits will include orientation to the hospital environment, ward visits, patient interviews and interviews with members of staff.

Community sessions

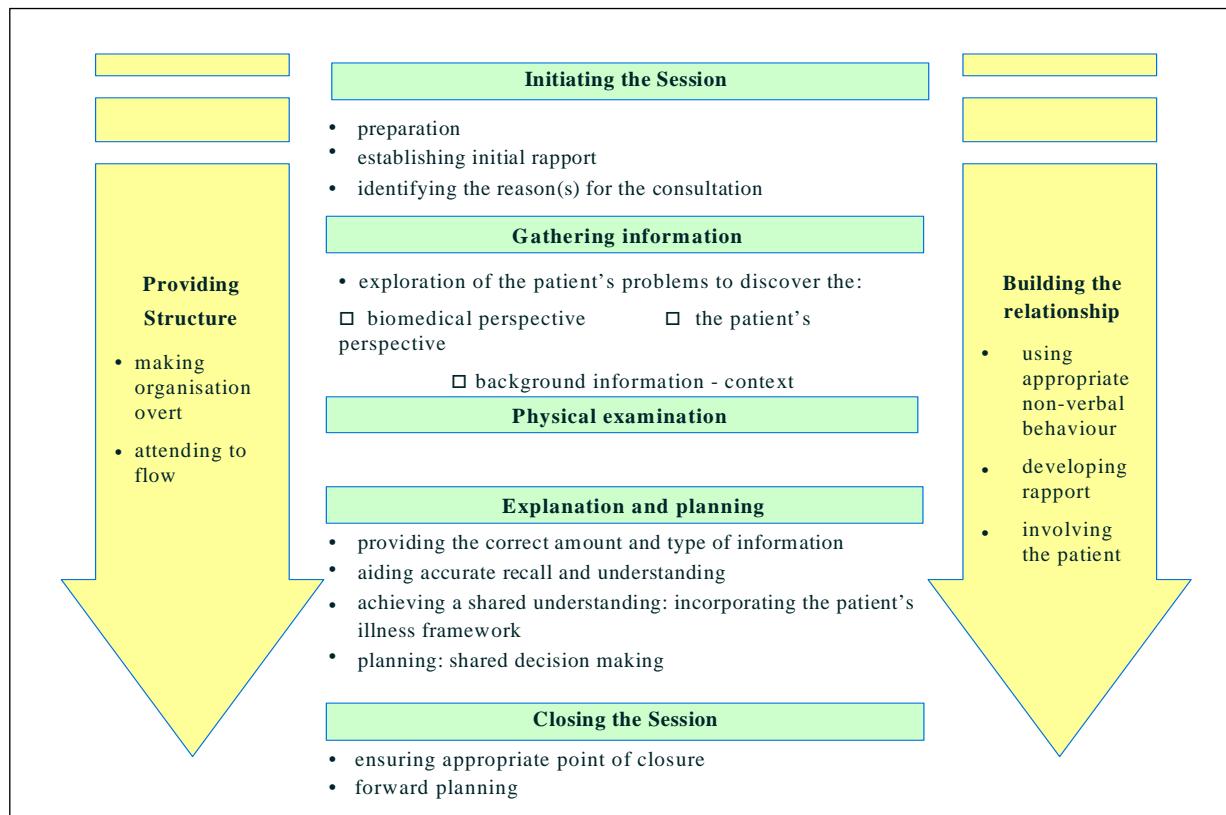
There is one community session in semesters 1 and 3 and two sessions in semesters 2 and 4. These take place in General Practices in Greater Manchester and surrounding areas. These will provide opportunities to meet patients, GPs, nurses and administrative staff at the surgery and may also include visits to patients in their own homes. The placements will consolidate your consultation skills learning at the university.

Consultation skills

For the most part, your consultation skills sessions will take place in the Consultation Skills Learning Centre, Stopford Building, University of Manchester. In addition, during your hospital and community visits, you will have opportunities to rehearse and review your communication and clinical skills. The aim is to develop your skills both as excellent communicators AND effective diagnosticians. It takes time and experience to build these skills: to be able to listen effectively to the patient and gather the information you need to understand their problems and to work out what is wrong with them.

We will introduce you to the Calgary-Cambridge framework, as used by a large number of medical schools across the world, to help you develop your consultation skills over the first two years of the course. You will gradually learn how to use the framework so that when you start the clinical years you already have a sound foundation in history taking. Our aim is for you to be competent in taking a basic history when you sit the OSCE Examination during Year 2.

Framework for learning communication skills for history taking



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Portfolio

From the beginning of year 1 you will keep a personal and professional development portfolio which you will build on throughout your medical career. The portfolio has been developed by the Medical School and is based on the portfolio documentation required of all practicing doctors as devised by the General Medical Council.

It is suggested that you keep (anonymised) notes about the patients, staff and others you meet during your early clinical experience visits. During dedicated portfolio sessions in each semester, led by a portfolio tutor (someone other than your PBL tutor, GP tutor or ECE facilitator), you will then be able to use your experiences as a basis for learning through reflection and developing the skills of reflective writing.

Timetable and travel arrangements

Your personal timetable, including Early Clinical Experience activities, is available on MedLea <https://www.medlea.manchester.ac.uk/auth/logon.aspx>. **It is your responsibility to ensure you are aware of your ECE commitments each week.**

Students attending the Royal Preston Hospital will be provided with transport (details will be posted on MedLea). If this is the case, you must arrive at the Medical School in plenty of time to take advantage of this. If you wish to travel in your own transport to a placement where the Medical school has organised a coach, you must let the Medical school know in advance.

If you have to make your own way to placements, you must ensure you plan your route carefully and allow plenty of time to arrive punctually. Also please remember to take a contact telephone number for your placement.

Whenever you go out on ECE visits you must remember that you are representatives of the University of Manchester Medical School and as such you must be professional in your behaviour and approach. Please remember that patients often have difficulties distinguishing between qualified doctors and student doctors. Learning professional behaviour is an essential part of Early Clinical Experience: please refer to the GMC Duties of a Doctor inside the front cover of this handbook.

Attendance

Early Clinical Experience is a compulsory part of the MB ChB. ECE activities have been organised in hospitals, the community and the university by your healthcare colleagues and the Medical School and it is the basics of professional behaviour to respect this and to attend every session.

GP Practices have agreed to supervise each pair of students on Community Visits. To miss such a session greatly inconveniences the Practice and can damage the relationship between the GP and the Medical School.

Even if your partner is unable to attend your placement, you must do so. This is not an acceptable explanation for missing a Community or Hospital Visit.

Attendance during all activities will be monitored. **Non attendance at any ECE activity will be reported to the undergraduate office** and, in line with Phase 1 regulations, and two ECE absences will require you to meet with a senior tutor to give an explanation. Significant absences or those without a satisfactory explanation will be reported to the MB ChB Progress Committee and your continuation on the course may be in jeopardy.

If you are ill and unable to attend a GP/Community Visit, you must contact, with as much notice as possible, both the **GP Practice AND the Community Administrator for Years 1 & 2:**

Lori Stewart – **CBME** Phase 1 Coordinator
0161 275 1847
cbmephase1@manchester.ac.uk

(GP Practice contact details are included in your placement information on MedLea.)

If you are ill and unable to attend a Hospital Visit, you must contact, with as much notice as possible, the **Hospital Facilitator AND the Phase 1 Co-ordinator:**

Kelly Duke – Phase 1 Coordinator
0161 275 7201
phase1.coordinator@manchester.ac.uk

Hope Hospital, Salford
Jillian Blower
0161 206 2992
jillian.blower@sfrt.nhs.uk

Manchester Royal Infirmary
Margaret Butler & Faye Madden
0161 701 1284
margaret.butler@cmft.nhs.uk
faye.madden@cmft.nhs.uk

Royal Preston Hospital
Gillian Crossthwaite
01772 524 825
gillian.crossthwaite@lthtr.nhs.uk

Wythenshawe Hospital, South Manchester
Lesley Wood
0161 291 5936
lesley.wood@manchester.ac.uk

Occupational Health Checks

It is vital that you are declared medically fit before you work with patients. During your first semester Occupational Health will provide you with a 'Certificate of Medical Fitness – Early Clinical Experience'. This form, whilst not comprehensive, will cover you for the level of exposure you will have during ECE. You will be given an individual appointment with Student Occupational Health during the first semester to complete all the viral screening and vaccinations necessary.

Once this is complete, you can undertake a greater range of clinical experiences later on in the course. If you have any queries about this you should contact the Senior Occupational Health Nurse Adviser:

Liz Aniteye
0161 275 2858

Safety

When you are visiting placements in areas that you are not familiar with there are some common sense guidelines to follow:

- Plan your journey so that you know in advance where you are going: know your route and times of trains and buses (www.gmpte.com);
- Tell friends and colleagues where you are going and when you are due back;
- Don't travel alone by choice – stay with your ECE clinical partner as much as possible;
- Avoid shortcuts and keep to well-lit areas: exercise judgement in using stairs and lifts and don't wait at deserted train or bus stops;
- Take useful telephone numbers with you: Phase 1 and Early Clinical Experience Co-ordinator (0161 275 7201), Community Administrator Years 1 & 2 (0161 275 1847) and the GP Surgery or Hospital you are travelling to;
- Let someone know if you are going to be absent or late, or if you feel unsafe;
- Don't assume everyone knows who you are – always carry some identification;
- Dress to fit the areas you are visiting – don't wear provocative clothes, jewellery or emblems;
- Only carry just enough money for expenses;
- Talk and behave confidently but don't be arrogant or talk down to people: respect all the individuals you meet;
- Leave the environment if your instinct tells you to.

Assessment of Early Clinical Experience

Consultation skills will be assessed in the OSCE (Objective Structured Clinical Examination). The knowledge component of the programme will be assessed through the Semester Tests and through the Progress Test. Please refer to the Assessments section for further information.

Evaluation of Early Clinical Experience

We are committed to improving the student experience and providing the best possible support for students; your feedback is essential. Early Clinical Experience will be subject to student evaluation, as with the other elements of the programme. It is important that you complete the evaluations when requested in order for us improve the experience.