

Welcome to the dedicated Newsletter for JAG Trainees

This newsletter is designed with you in mind and will provide you with quarterly updates of JAG activities. If there is information not included that you feel should be or would like to know about, please [click here](#) to email me at the JAG.

[Warren Lynch](#), JAG Office

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JETS FREQUENTLY ASKED QUESTIONS

We have noticed that certain questions are frequently asked by trainees regarding both the JAG Certification process and the new JETS E-Portfolio system. Please find answers to some of the most commonly asked questions below:

Q: Why can't I apply for JAG Certification in Therapeutic Upper GI?

A: The assessment process behind Therapeutic Upper GI is currently under review and, consequently, JAG Certification in this discipline is on hold.

From the JAG Chair

Mr. John Stebbing

I am delighted to introduce the current round of JAG newsletters which highlight the vibrant level of activity taking place in the JAG in developing a number of key areas: refinement of the GRS; plans for annual JAG accreditation; further development of the JETS e-portfolio and certification of procedural competences; recruitment of additional personnel within the JAG Office to support our activities; and exciting opportunities to support adoption of JAG standards and processes internationally.

I was very pleased to be given an opportunity to talk at the recent BSG meeting, delivering a presentation entitled "The JAG - in pursuit of excellence: adapting to the new world of healthcare" which outlined a strategic direction for the JAG in supporting the quality assurance of endoscopy services in terms of delivering the highest quality of patient care, supporting appropriate development of the workforce (both endoscopists and endoscopy unit staff) and setting standards to ensure excellence in all that endoscopy units deliver.

I very much hope that the endoscopy community as a whole feel that the JAG is proving effective in supporting the development and maintenance of high quality endoscopy services and training. Please take time to read and digest the contents of the latest newsletters and please feel free to feedback comments via the JAG Office or directly to me by e-mail: j.stebbing@nhs.net.

From the Training Working Group Chair

Dr Siwan Thomas-Gibson

The QA-Training Working Group has been very busy in recent months. The first thing to note is that the JAG QA-Individuals and QA-Training working groups have been combined in recognition that all endoscopists are 'life-long' learners. This should streamline some of the two groups work streams and will start to develop the theme of a Training Portfolio for trainees at all levels as well as a 'Trainer's portfolio'.

The changes to the Trainee Certification process have been launched at various national meetings over the last few months and trainees are now starting to submit their applications for certification via the e-portfolio. The important dates to note are July and September 2011 when major changes in requirements for certification take place. Full details can be found by logging into your JETS account, clicking on Review my Portfolio on the homepage and then clicking the JAG Cert tab at the top of the next screen.

Trainees are already using the polypectomy assessment (DOPyS) on the JETS e-portfolio and we anticipate this will drive more structured

Once we have completed the review process, an email will be sent to all Endoscopy leads to inform them that trainees can now apply for JAG Certification in Therapeutic Upper GI.

Please do not send applications for certification in this procedure whilst it is still under review.

Q: How long does the application process take?

A: Once we have received your application and are happy that all of the required documentation is present your application will be sent to the assessors for final assessment. Please note that this process can take up to six weeks and a confirmation email will be sent to you as soon as we receive news of decision.

Q: Why can't I select my hospital on the JETS E-Portfolio?

A: Difficulty in selecting your current hospital as your main site occurs for one of two reasons:

a) Your E-Port Lead or E-Port Admin has not added you to the trust as a user. In order to resolve this you will need to contact either your E-Port Lead or E-Port Admin and ask them to add you to the trust.

b) You have not accepted your invitation to join the Trust. To do this you will have to access your 'Outstanding Actions' tab and click 'Accept' to any invitations you may have received.

Q: Why am I locked out of my JETS account?

A: Problems have been encountered with trainees being locked out of their accounts after failing to keep their profile up to date. The system will ask you to update your profile in your 'Outstanding Actions' tab and failure to do so can lead to technical problems. If you become locked out of your account or experience problems regarding the updating of your profile, please contact the JAG Office to resolve the problem.

Trainees are strongly urged to check and act promptly on items in their 'Outstanding Actions' tab to ensure the smooth running of their JETS account.

and comprehensive polypectomy training. I am interested to hear your comments on the experience of using the DOPyS either as a trainee or trainer. Please email any comments to [Warren Lynch](#). The Training Centres are working with the JAG-QA-Training group to develop standardised high quality polypectomy courses which will be more widely available in forthcoming months.

Certification in Upper GI therapeutics is still devolved to local endoscopy units but the working group has started work on developing this especially in the area of upper GI bleeding.

JETS Uptake

Over 98% of UK units are now set up with 80% of organisations actively using the e-portfolio. Over 10,000 procedures and 1,000 DOPS are being recorded every 4 weeks.

Two English trusts, and Two Welsh sub health boards remain to be setup.

Trainee Certification Update

The trainee certification criteria have been revised and are all available on the JAG website:

<http://www.thejag.org.uk/default.aspx?tabid=80&ItemId=47>. Details can also be found on the JAG Cert tab on your JETS e-portfolio. There is a transition period from now until September 2011 for those already working towards certification.

September 2011 is also the date after which all endoscopy portfolio submissions will need to be purely electronic through the JETS e-portfolio. Paper based applications will continue to be accepted until September. The portfolio document, summative DOPS forms, procedure log example and general guidance on the process can be found on the downloads section of the website <http://www.thejag.org.uk/AboutUs/DownloadCentre.aspx>

As previously notified, the JAG Certification Fee has increased to £70.00 per modality to reflect better the costs of running this process. All applications received will incur the new fee.

E-Portfolio - Issues recently highlighted by trainees

Warren Lynch

The JAG Office has noticed an increase in two main areas where Trainees and Trainers have encountered problems recently. These include:

Trainers not appearing in a trainee's dropdown lists

E-Portfolio Leads need to ensure all endoscopy trainers are registered on JETS and are certified on the JETS system as a Trainer in the appropriate modality. To do this, E-Portfolio Leads need to log on to JETS, click the Trust User Admin tab and ensure the Trainer appears on the list. To be a Trainer, an individual needs to be certified at Level 3 or higher in each modality they train in.

Trainers not signing off their trainees' formative DOPS

Trainers need to sign off their trainees' formative DOPS assessments. This could be done in the room at the time of the procedure by the Trainer inserting his username (usually GMC number) and password to verify the scores the Trainee has listed in the DOPS form on his or her list.

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Trainers / Trainees asked to update their profile

Anyone using the JETS system needs to ensure their profile is updated periodically, even if no changes need to be made. It is suggested that users log onto their portfolio page and least once per quarter, check the information is up to date and click the Save button, either at the top or bottom of the page.

Outstanding Actions tab

All users are reminded to click on the Outstanding Actions tab regularly. This tab provides a reminder of any tasks that have not yet been completed, such as updating your profile, ensuring appraisals are completed and ensuring all Trainees and Trainers are certified (E-Portfolio Leads/Admin).

Our new email addresses

The JAG Office now has three new email addresses to ensure that queries are directed to the right people and that they can be dealt with if a member of staff is out of the office. They are:-

askjag@rcplondon.ac.uk - Use this address for all enquiries about JAG visits and revisits, training days and all things JAG Accreditation related and general enquiries.

askjets@rcplondon.ac.uk - Use this email address for all enquires about accessing the JETS, e-portfolio queries and all things trainee certification related.

askgrs@rcplondon.ac.uk - Use for all enquiries about access and passwords for the GRS site, including queries about completing the GRS census and accessing the KMS.

Although enquires@thejag.org.uk still exists it will be disconnected at some point soon so please only use the email addresses above.
