

## 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 us 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:

### 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 Office. The new planning and productivity tool (PPAT) was recently launched to support Units in ensuring that efficient capacity is available to meet increasing demand on services; Trust CEOs have been made aware of it through the recent Gateway letter about the NAEDI initiative. Units have recently been informed about the changes to JAG Accreditation from 2012 and asked to sign up to the annual accreditation process and fee structure. Development for the new accreditation system is well underway and will be available early next year. The JAG received a large volume of paper-based applications for procedure certification prior to the September deadline. The JETS e-Portfolio system is now the only method for Trainee Certification and applications are progressing well. 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](mailto:j.stebbing@nhs.net).

### From the Training Working Group Chair

Dr. Siwan Thomas-Gibson

The last few months have been exceptionally busy for the JAG QA-Training working group and the JAG office.

Major changes in the trainee certification process have lead to a 100% increase in applications under the 'old' system. This has been frustrating for those few who have not kept good records of their training to date but rewarding for many who can now proudly demonstrate their competency. Trainees are encouraged to apply for certification well in advance of their CCT so that if there is any additional evidence required they have time to provide it well ahead of consultant post applications.

The change to an e-certification process via the JETS e-portfolio will have a number of beneficial effects. Most importantly we firmly believe that the new criteria for certification will drive a more structured approach to training. The DOPS and DOPyS will encourage trainees and trainers to focus training on specific aspects of key gastroscopy and colonoscopy techniques. The automated certification process will alert a trainee and trainer when the criteria for certification have been met. Slow progress towards certification will also be clearly visible so that action can be taken.

We are pleased to see that almost 500 DOPyS forms have been completed since its introduction in July, this will undoubtedly have a positive impact for trainees and ultimately patients as to date trainees have not had to demonstrate competency at this key skill. The JAG

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. 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.**

training centres are working on developing a standard polypectomy course along the lines of current courses which are available in a few centres. These courses will involve training on the excellent porcine tissue models which provide very life-like simulation. These will be aimed at all trainees in flexible sigmoidoscopy and colonoscopy and although not mandatory are very highly recommended.

Certification for ERCP and therapeutic gastroscopy are still not being offered as the training requirements and methodology for certification are still being evaluated. It remains the responsibility of the local trainers and endoscopy leads at a trust level to ensure only those competent to perform these procedures are doing so.

The QA-Training group has recently taken over the responsibility for the life-long learning of independent endoscopists. This is a huge undertaking but will feed into the appraisal and revalidation process. The working group continues to work on ensuring that JAG courses and Training centres are quality assured.

This working group has a large remit and cannot function without the continued support of all its members and the JAG office admin team. Sometimes it is difficult to keep up with the pace of change but it is all worthwhile knowing that ultimately we continue to improve the care we give to our patients.

## JETS – Rotating Trainees

Warren Lynch

Many registrars have been rotating to new hospitals at the beginning of October. As a result of this, E-portfolio Leads or Admin will need to invite their new trainees to join their new Trust. To do this, they will need to obtain the trainee's GMC number, click on their Trust User Admin tab and at the bottom of the screen insert the trainee's GMC number and click the Search/Add User button. This will invite the trainee to join the Trust. Once they have accepted this, the trainee's certification levels in the modalities they are training in need to be set. For further information on this, please download the E-Portfolio Lead's user guide from the Resources section at the top of the JETS homepage or contact the JAG Office at [askjets@rcplondon.ac.uk](mailto:askjets@rcplondon.ac.uk).

## Trainee Certification Update

Warren Lynch

The JAG Office has been receiving large numbers of trainee portfolio certification applications over the past few months as Dr Thomas-Gibson has highlighted above. In September 2011 we received 162 modality applications from 106 trainees, most as a result of paper based portfolio applications no longer being accepted by the JAG Office as of 30 September 2011. Many of these applications have been from registrar trainees who have been scoping independently for some time and had not applied for certification immediately after completing their summative DOPS assessments. All future applications for JAG certification will now need to be submitted via the JETS e-portfolio website [www.jets.nhs.uk](http://www.jets.nhs.uk). Any trainees who have not yet registered on this site **are strongly advised to do so and begin recording their endoscopy list data to enable a log of the procedures to be recorded, together with quality data** User guides on the system can be found by clicking the Resources link at the top of the JETS homepage

## JETS - Data Uptake

Warren Lynch

The latest data from the JETS e-portfolio website indicates that increasing numbers of lists and procedures are being documented on the website on

Q. I have a message on my Outstanding Actions tab under Optional Actions/Reminders telling me my list data will disappear in six weeks. Why is this?

A. The message under this heading will disappear in six weeks. No list data will be removed.

Q. can't access the modality tabs on the JAG Certification menu. Why is this?

A. Your certification levels in respect of the modalities you are training in have not yet been set by your E-portfolio Lead. Please contact the E-portfolio Lead or Admin at your trust to arrange for these to be set.

Q. I had performed over 240 uppers and they were all on JETS (all the ticks were green). But now my lifetime procedure count has come down to 191! What has happened?

A. Previously the lifetime numbers included therapeutic OGDs but as these were often listed as incomplete procedures they were removed from the total count.

Q. For D2 intubation rate, the consolidating system needs to change to allow for failed intubation due to intention reached. At the moment my portfolio is showing poor quality because I have 5 cases where D2 was not reached because of clinical intention (oesophageal cancers etc)

A. No, D2 intubation is on an intention to intubate D2 basis on every occasion.

Q. Is it possible to do procedural calculations by any three month period other than the standard quarterly for e-portfolio. I have a trainee in which all trainers feel is ready for accreditation but on JETS system still slightly below 95% for 3rd quarter and system won't let the summative process go ahead. By the end of July, I feel these will be at and/or above 95%. Therefore I wish to have calculation for May, June and July 2011. Is this possible?

A. The certification screen looks at the past 3 months from the current day rather than a quarter so should be the data requested. To get a full split, the Training Lead can view a procedure summary page and then click enhanced outputs at the bottom of the screen. From there, they can set any date range using the options provided.

Q. Are there any problems with allowing locum consultants to act as trainers on endoscopy training lists?

A. There are no firm rules but we recommend the following:

1) as an absolute minimum the locum themselves should have JAG

a weekly basis. Almost all Trusts/NHS organisations in the UK have now appointed e-portfolio leads and been set up on the system. The latest weekly statistical details for the week of 18 September 2011 compared to 19 June 2011 are as follows:

16, 247 dedicated training lists (up 5%)  
15,132 ad hoc training lists (up 5%)  
20,217 DOPS assessments (up 5%)

Trusts/NHS organisations currently set up with e-portfolio are:

England	99.3%
Northern Ireland	100%
Scotland	100%
Wales:	92.3%

Organisations that don't have an E-portfolio Lead in place are being contacted by the JAG Office to take steps to appoint a suitable person.

## E-Portfolio - Issues Recently Highlighted by Trainees

Warren Lynch

The JAG Office has continued to receive particular enquiries 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. Trainers should ideally get the trainee to log onto JETS and bring up the list for that day in the endoscopy room. At the time of the procedure, the trainee can fill in the DOPs scores and the trainer just needs to insert his username (usually GMC number) and password to verify the scores the Trainee has listed in the DOPS form on his or her list.

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).

certification for the procedures they are supervising.

2) preferably be TTT or equivalent trained

3) the local training lead should see them scope before scoping independently and certainly before allocating them to train others.

Q. I wanted to get signed off for doing flexible sigmoidoscopies but this website doesn't count the colonoscopies I have done and insists that I have not done enough to be signed off for flexible sigmoidoscopy.

A. No - they are separate procedures. Colonoscopies are more difficult. If we added colonoscopies to flexi sig data there is the risk that we would compromise a trainee's flexi sig data. When they successfully apply for provisional certification in colonoscopy they will automatically be granted flexible sigmoidoscopy certification at no extra cost.

Q. How do trainers/training leads get to see and transfer data on their next registrars currently training elsewhere in the region?

A. Trainers and Training Leads can only access data for the trainees registered with their own Trust. When the trainee transfers to the new Trust, E-portfolio Leads or Admin need to invite the new trainee(s) to join the new Trust via their Trust User Admin function.

## NEWSLETTER FEEDBACK

The JAG Assessor newsletter is aimed at all those involved in this area. We publish the newsletter quarterly and would welcome any feedback you could provide on the content of the newsletter. If you have any comments or would like to suggest a topic for the next newsletter please contact the JAG Office by emailing Matt Duffell on [matt.duffell@rcplondon.ac.uk](mailto:matt.duffell@rcplondon.ac.uk)

## JAG OFFICE CONTACTS

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## ERCP Certification Update

Warren Lynch

Following a recommendation from the JAG QA Working Group for Training, the JAG Committee suspended JAG certification of ERCP pending redefinition of the standards. Authority to allow trainees to practice ERCP has been delegated to individual Trust Management while the redefinition takes place. As soon as this is completed, an announcement will be made on the JAG website.

The JAG Committee also agreed not to support Nurse Training in ERCP.

## Therapeutic Upper GI Certification

Warren Lynch

JAG certification of Therapeutic Upper GI endoscopy remains suspended for the moment. The review and further development of the criteria for this modality by the JAG QA Working Group for Training is continuing. Further information on this will be available in the next newsletter and as soon as certification is resumed, all Endoscopy Training Leads will be advised.

## The GIN Programme

Fiona Turner

The GIN Programme supports the education and training of endoscopy nurses to improve patient care by sharing best practice.

The GIN Programme is a programme of courses developed to support the endoscopy workforce. It is accredited by the RCN and the JAG. GIN courses are available to every endoscopy provider in the acute, community and independent sectors.

The GIN Programme provides training and development that is sustainable at a local level. This is achieved by the nomination of a Local Facilitator, an experienced endoscopy nurse with teaching and/or mentorship experience, to be responsible for training the team. The programme consists of three interlinked training courses:

**GIN for Facilitators course** (£50 per delegate). This course is aimed at providing intensive support to Local Facilitators in the use of the GIN educational tools and supporting them to carry out their roles and responsibilities. Local Facilitators are required to attend this half day course on an annual basis.

**Train the Nurse Trainers course** (£150 per delegate). Attendance to this course is mandatory for Local Facilitators and is also available to senior nurses working in endoscopy who are or plan to be involved in training. The aim of this course is to equip Local Facilitators with the knowledge and skills to lead and promote a training culture within their local team, including adoption of the endoscopy competence framework and completion of the GRS workforce domain.

**GIN day** (£100 per delegate). The aim of this course is to review practice developments in endoscopy and to apply the endoscopy competence framework to assist in delivering evidence based patient

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care.

Scheduled courses can be found on the GIN website at [www.ginprogramme.com](http://www.ginprogramme.com). To book on a course you can book via the GIN website or contact Fiona Turner, GIN Programme Manager at [Fiona@ginprogramme.com](mailto:Fiona@ginprogramme.com).

Now in its third year, the GIN Programme has been revised and improved. The courses now include updates on current endoscopy policies and 'hot topics' such as Consent, Privacy & Dignity, and Decontamination. Delegate feedback from Year 1 and Year 2 of the Programme was used to improve the structure of the courses and how they are delivered, a good example of this being the introduction of a skills workshop to the GIN day.

For more information on the GIN Programme please visit [www.ginprogramme.com](http://www.ginprogramme.com)

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