Oxford Foundation School

Academic Foundation Training Programme

Information Pack for Applicants
Two Year Academic Foundation Training Programmes

Health Education Thames Valley Incorporating the Oxford Deanery
The University of Oxford, Medical Sciences Division
The Oxford University Hospitals NHS Trust
Buckinghamshire Healthcare NHS Trust
Heatherwood and Wexham Park Hospitals NHS Foundation Trust
Royal Berkshire Hospital NHS Foundation Trust
Milton Keynes Hospital NHS Foundation Trust

Information Pack for Applicants
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Health Education Thames Valley incorporating the Oxford Deanery

Building on the clinical excellence, innovation and research in the Oxford region, the Deanery ensures delivery of the highest quality postgraduate training for doctors and dentists, meeting the evolving needs of the health service.

Our vision:
“We will be recognised as the best place to start, continue and sustain learning of the skills and knowledge used to deliver the best possible patient care”

The University of Oxford
The University of Oxford is a complex and stimulating organisation which enjoys an international reputation as a world-class centre of excellence in research and teaching. It employs over 10,000 academic, research and support staff across a wide range of academic disciplines.

The Medical Sciences Division includes the clinical and preclinical departments of the Medical School, plus the departments of Experimental Psychology and of Biochemistry (see http://www.medsci.ox.ac.uk/). The Division is one of the major centres for clinical and basic biomedical research in Europe, with more than 2,200 staff on the payroll and 800 postgraduate students. It achieved first or second place nationally in seven units of assessment in the 2008 HEFCE Research Assessment Exercise. The annual grant income from external sources for the Medical Sciences Division is over £165 million. The Division fosters the highest possible standards in research, teaching and patient care and seeks to recruit staff who share this vision.

The Oxford University Clinical Academic School (OUCAGS)
Oxford University Clinical Academic Graduate School (OUCAGS) was founded in partnership with the Oxford Deanery and NHS Education South Central (NESC), and continues as a partnership between the University, Deanery and Local Education and Training Board (LETB), with strong links to the Oxford NIHR Biomedical Research Centre. We aim to support and strengthen clinical academic training and to provide an infrastructure for Oxford’s Academic Foundation doctors, ACFs, Clinical Research Fellows and Clinical Lecturers, which explicitly values and protects the development of academic excellence.

OUCAGS provides seminars, an accredited programme of research training, offers overseas academic and clinical placements, and assists in identifying funding opportunities. We also support development of clinical competencies by close liaison with clinical supervisors to ensure our academic doctors achieve at a consistently high level, so delivering the greatest benefit to their patients.

The Oxford Foundation School Trusts
There are academic rotations taking place in all of our trusts. The trusts are:

- Buckinghamshire Healthcare NHS Trust
- Heatherwood & Wexham Park Hospitals NHS Foundation Trust
- Milton Keynes Hospital NHS Foundation Trust
- Oxford University Hospitals NHS Trust
- Royal Berkshire NHS Foundation Trust

For more information about the Trusts and their services visit:
http://www.oxforddeanery.nhs.uk/specialty_schools/foundation_school/trusts__hospitals.aspx
<table>
<thead>
<tr>
<th>Rotation 1</th>
<th></th>
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<tbody>
<tr>
<td><strong>F1 (OUH)</strong></td>
<td>General Medicine (HGH)</td>
<td>General Surgery (JRH)</td>
</tr>
<tr>
<td><strong>F2 (OUH)</strong></td>
<td>Emergency Medicine (JRH)</td>
<td>General Practice with Academic Day Release</td>
</tr>
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<thead>
<tr>
<th>Rotation 2</th>
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<tbody>
<tr>
<td><strong>F1 (HWPH)</strong></td>
<td>General Surgery &amp; Urology</td>
<td>General Medicine</td>
</tr>
<tr>
<td><strong>F2 (OUH)</strong></td>
<td>Intensive Care Medicine (JRH)</td>
<td>Academic Medicine (4 month placement)</td>
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<thead>
<tr>
<th>Rotation 3</th>
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<tbody>
<tr>
<td><strong>F1 (Bucks)</strong></td>
<td>General Surgery</td>
<td>Geriatric Medicine</td>
</tr>
<tr>
<td><strong>F2 (OUH)</strong></td>
<td>Emergency Medicine (JRH)</td>
<td>Academic Medicine (4 month placement)</td>
</tr>
</tbody>
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<thead>
<tr>
<th>Rotation 4</th>
<th></th>
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<tbody>
<tr>
<td><strong>F1 (MKH)</strong></td>
<td>Medicine CDU</td>
<td>Intensive Care Medicine</td>
</tr>
<tr>
<td><strong>F2 (OUH)</strong></td>
<td>Emergency Medicine (JRH)</td>
<td>Neurosurgery (JRH)</td>
</tr>
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<tr>
<th>Rotation 5</th>
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<tbody>
<tr>
<td><strong>F1 (OUH)</strong></td>
<td>General Medicine (JRH)</td>
<td>Orthogeriatrics (HGH) &amp; SEU (JRH)</td>
</tr>
<tr>
<td><strong>F2 (OUH)</strong></td>
<td>Emergency medicine (JRH)</td>
<td>Academic Trauma and Orthopaedics (JRH) 80% academic 20% trauma</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Rotation 6</th>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td><strong>F1 (OUH)</strong></td>
<td>GiM/Geratology (HGH)</td>
<td>Emergency Medicine (JRH) with Academic Day Release</td>
</tr>
<tr>
<td><strong>F2 (OUH)</strong></td>
<td>Intensive Care Medicine (JRH) with Academic Day Release</td>
<td>ENT (JRH)</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>Rotation 7</th>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td><strong>F1 (RBH)</strong></td>
<td>Academic Geriatric Medicine</td>
<td>General Surgery</td>
</tr>
<tr>
<td><strong>F2 (OUH)</strong></td>
<td>General Medicine (JRH)</td>
<td>Academic Medicine (4 month placement)</td>
</tr>
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</table>

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<thead>
<tr>
<th>Rotation 8</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>F1 (Bucks)</strong></td>
<td>General Surgery</td>
<td>Rheumatology &amp; Dermatology with Academic Day Release</td>
</tr>
<tr>
<td><strong>F2 (OUH)</strong></td>
<td>Emergency Medicine (JRH)</td>
<td>Academic Medicine (4 month placement)</td>
</tr>
</tbody>
</table>

**NOTES:**

1. HWPH – Posts will be based at Wexham Park Hospital in Slough, with occasional travel to Heatherwood Hospital in Ascot. Psychiatry may be in a community setting.
2. Bucks – Posts will be based at either Stoke Mandeville Hospital near Aylesbury or Wycombe Hospital in High Wycombe.
3. MKH – Posts will be based in Milton Keynes Hospital. Psychiatry may be in a community setting.
4. RBH – Posts will be based at the Royal Berkshire Hospital in Reading. Psychiatry may be in a community setting.
**Oxford Academic Foundation Programme**

The aim of the Oxford Academic Foundation Programme is to enable trainees to explore their own area of academic research, regardless of the clinical attachments. Only the Academic Trauma and Orthopaedics placement has a defined research topic within T&O.

The rotations are designed to ensure that all academic trainees can achieve the core clinical competencies of foundation training as well as completing an academic curriculum. Trainees participating in an Academic Foundation Programme have a minimum of five clinical attachments in which to achieve all core competencies. It is therefore imperative that they maintain a focus on their clinical requirements alongside their academic endeavours. We anticipate that acquiring the acute competencies will be demanding.

The Oxford Academic Foundation Programme is currently overseen by Prof. Helen McShane and Dr Graham Collins, who are the Academic Foundation Programme Leads.

Academic trainees will need to identify an academic supervisor. Trainees will need to arrange meetings with their academic supervisor to develop a personalised programme and monitor progress through the academic curriculum. For those on the OUH T&O programme Professor Keith Willett will be the academic supervisor.

Although we consider the freedom to develop your own research project to be a strength of the Oxford programme, it can be daunting especially for trainees with no previous link with Oxford. There is a list of university departments with research interests in Appendix 1 of this pack. This is not exhaustive, and candidates should feel free to approach individuals working in their area of interest for advice and ideas. Candidates who are uncertain about how to proceed are very welcome to contact Prof. Helen McShane (helen.mcshane@ndm.ox.ac.uk) or Dr Graham Collins (graham.collins@ouh.nhs.uk). Alternatively, candidates would be able to contact Dr Anne Edwards (anne.edwards@thamesvalley.hee.nhs.uk), Foundation School Director, for advice.

**Foundation Year 1**

All trainees will rotate through 3 x 4 month placements. See the list of rotations as an example. We aim to ensure that trainees experience both District General Hospital and teaching hospital settings.

In Foundation Year 1 all academic trainees will have weekly academic day release in one of their 4 month posts.

**Foundation Year 2**

In Foundation Year 2, all trainees will spend time in a mixture of specialties which provide acute and non acute experience.

Some candidates will spend 4 months in a dedicated academic placement; some will have day release during two placements for academic pursuits.

The rotations that include Academic Trauma and Orthopaedics involve a 4 month academic placement split 80% academic and 20% clinical and additional day release during the Intensive Care Medicine block. This ensures that the overall academic time is equivalent to a full 4 month block.
Timeline for AFP and FP 2015 Recruitment

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>26 Aug 2014</td>
<td>View available Academic foundation programmes. AFPs in each AUoA are available to</td>
</tr>
<tr>
<td></td>
<td>view on FPAS.</td>
</tr>
<tr>
<td>29 Sept 2014</td>
<td>View indicative programmes. Indicative programmes in each UoA and AUoA are</td>
</tr>
<tr>
<td></td>
<td>available to view on FPAS. The final programmes will be available to view in February</td>
</tr>
<tr>
<td></td>
<td>2015.</td>
</tr>
<tr>
<td>From 29 Sept 2014</td>
<td>Register and confirm on FPAS at <a href="http://www.foundationprogramme.nhs.uk">www.foundationprogramme.nhs.uk</a>. You must register</td>
</tr>
<tr>
<td></td>
<td>on FPAS and confirm you are a nominated applicant before you can access the</td>
</tr>
<tr>
<td></td>
<td>application form. Once confirmed, you will be able to see your EPM decile score.</td>
</tr>
<tr>
<td>1 Oct 2014</td>
<td>Deadline for requests for reasonable adjustments to the SJT.</td>
</tr>
<tr>
<td>6 - 17 Oct 2014</td>
<td>Complete the online application form for both the Foundation Programme and</td>
</tr>
<tr>
<td></td>
<td>Academic Foundation Programme. The application period closes at 12.00 noon (BST)</td>
</tr>
<tr>
<td></td>
<td>on 17 October 2014. Late applications will not be accepted under any circumstances.</td>
</tr>
<tr>
<td>17 October 2014</td>
<td>Deadline for requests for pre-allocation to a particular UoA on the grounds of</td>
</tr>
<tr>
<td></td>
<td>special circumstances. NB. Applicants cannot be pre-allocated to an AFP</td>
</tr>
<tr>
<td>20 Oct – 16 Jan 2015</td>
<td>AFP local short-listing and interviews. Deadlines and processes for short-listing</td>
</tr>
<tr>
<td></td>
<td>and interviews will vary by AUoA. Each AUoA will communicate with the applicants who</td>
</tr>
<tr>
<td></td>
<td>apply to it.</td>
</tr>
<tr>
<td>28 Oct 2014</td>
<td>View verified scores for EPM educational achievements. Your verified score for any</td>
</tr>
<tr>
<td></td>
<td>educational achievements you listed in your application will be available to view on</td>
</tr>
<tr>
<td></td>
<td>your FPAS account.</td>
</tr>
<tr>
<td>5 Dec 2014</td>
<td>1st SJT. If you are registered for the SJT on this date you must attend.</td>
</tr>
<tr>
<td>9 Jan 2015</td>
<td>2nd SJT. If you are registered for the SJT on this date you must attend.</td>
</tr>
<tr>
<td>21 Jan – 18 Feb 2014</td>
<td>AFP offers. Successful AFP applicants will receive offers during this period. All</td>
</tr>
<tr>
<td></td>
<td>offers must be accepted or declined on FPAS by the stated deadline.</td>
</tr>
<tr>
<td>20 February 2015</td>
<td>Final programmes available to view on FPAS.</td>
</tr>
<tr>
<td>5 Mar 2015</td>
<td>FP primary list allocation. You will be notified via email when you can log into</td>
</tr>
<tr>
<td></td>
<td>your FPAS account to see your SJT and overall application score and, if you are on</td>
</tr>
<tr>
<td></td>
<td>the primary list, you will be able to see which UoA you have been allocated to.</td>
</tr>
<tr>
<td>By 2 Apr 2015</td>
<td>Applicants on the FP primary list need to select their programme preferences on</td>
</tr>
<tr>
<td></td>
<td>FPAS. Deadlines and processes for matching you to your specific foundation programme</td>
</tr>
<tr>
<td></td>
<td>will vary by UoA. Check your allocated UoA’s website for further information.</td>
</tr>
<tr>
<td>6 Mar – 7 Apr 2015</td>
<td>Your referees will be asked to submit a reference for you as part of pre-employment</td>
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<tr>
<td></td>
<td>checks.</td>
</tr>
<tr>
<td>8 Apr 2015</td>
<td>FP primary list applicants notified of programme matches. You will need to log into</td>
</tr>
<tr>
<td></td>
<td>your FPAS account to see which foundation programme you have been matched to by</td>
</tr>
<tr>
<td></td>
<td>your allocated UoA.</td>
</tr>
<tr>
<td>May – Jul 2015</td>
<td>FP reserve list batch allocations. The highest scoring applicants on the FP reserve</td>
</tr>
<tr>
<td></td>
<td>list will be allocated to any vacancies that have arisen since the last allocation.</td>
</tr>
<tr>
<td>Apr - Jul 2015</td>
<td>Pre-employment checks undertaken.</td>
</tr>
<tr>
<td>Jul 2015</td>
<td>You must have provisional GMC registration with a licence to practise before your</td>
</tr>
<tr>
<td></td>
<td>employer will issue a contract of employment. Registering with the GMC is a different</td>
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<tr>
<td></td>
<td>process from applying to the Foundation Programme and you must apply to them directly.</td>
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<tr>
<td></td>
<td>The GMC recommends you apply in May 2015 to ensure you are registered before the</td>
</tr>
<tr>
<td></td>
<td>start of your FP shadowing period.</td>
</tr>
<tr>
<td>From Jul 2015</td>
<td>Contracts of employment issued. Your employer will also confirm your salary; pay</td>
</tr>
<tr>
<td></td>
<td>banding, location and starting rota.</td>
</tr>
<tr>
<td>Aug 2015</td>
<td>Foundation Programme starts. Newly appointed F1 doctors are required to attend a</td>
</tr>
<tr>
<td></td>
<td>period of shadowing the F1 doctor they are taking over from before the start of the</td>
</tr>
<tr>
<td></td>
<td>Foundation Programme. Your foundation school or employer will contact you with the</td>
</tr>
<tr>
<td></td>
<td>details of local arrangements and your required start date which may be late July 2015.</td>
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The Application Process

The University of Oxford & the Oxford Department of Postgraduate Medical and Dental Education – Two Year Academic Foundation Programme (2015-2017)

We are seeking to appoint 24 suitable candidates to these innovative two year integrated Academic Foundation Programmes. The posts will be based across all Trusts within the Oxford Deanery. We are keen to encourage applications from talented candidates from across the UK and EEA with academic potential who would like the opportunity to work in an academic environment or who are already committed to an academic career path. These posts will deliver the core competencies of Foundation training and will be enhanced by an academic curriculum.

Only candidates requiring provisional registration and who will not have completed Foundation Year 1 training or equivalent will be eligible. Candidates must NOT have full GMC registration at the start of the programme (August 2015). Please refer to the person specification and eligibility criteria on the UKFPO website.

The recruitment to AFP has two distinct stages and is being undertaken by Academic Units of Application (AUoA) this year:

1. The first is completing a nationally agreed generic online application form.
   a) 6–17 October 2014 – Complete the national online application form and additional information for each AUoA applied for (maximum of two)
2. The second is a locally-managed short-listing and selection process between 20 October 2014 and 16 January 2015.

Further information regarding the national recruitment process and the Academic Foundation Programme can be found on the UKFPO website.

Long Listing
The Foundation School reserve the right to long list applications.

Short Listing
Each individual application form question will be scored by a panel of two senior consultants, using standardised scoring criteria.

Members of the scoring panel will not have access to the personal details or programme preference sections of your application form.

In the event of applicants scoring the same, candidates may be distinguished by their validated Educational Achievements, or Educational Performance Measure scores, as determined by the UKFPO. If an applicant submits an appeal against their validated EPM score, which results in a change to their EPM score, the application will be reviewed and processed accordingly.

Interviews
Shortlisted candidates for interviews will be informed via e-mail and interviews will be held on the 7 January 2015 at The Kassam Stadium, Grenoble Road, Oxford, OX4 4XP. On the day of interviews, each applicant will be interviewed and scored by a clinical panel and an academic panel, using standardised scoring criteria. Each panel will consist of two people and will contain at least one senior consultant. You will not be required to bring a portfolio with you, but should ensure you have photographic proof of identity (usually passport or driving license) and a passport sized photograph.
Members of the interview and scoring panel will not have access to the personal details or preferences sections of your application form.

Details regarding interview travel expenses can be found on the Oxford Deanery website: http://www.oxforddeanery.nhs.uk/recruitment_careers/oxford_recruitment_2013/interview_expenses.aspx

Applicants must obtain written authorisation from the Deanery prior to booking any accommodation and purchase of flight ticket. For full details please refer to the Oxford Deanery website:

**Telephone Interviews**
Oxford Foundation School will only be able to accommodate Skype interviews for students that are out of the country on their medical school elective at the time of interview. Please contact the Foundation School as soon as you have accepted an interview time to ensure that the Foundation School can accommodate your Skype interview. You will be required to provide evidence from your medical school that you are out of the country on your elective at the time of the interview.

**Application Outcomes**
All applicants will be notified of the results of their application. Applicants will be contacted by email with an offer of a programme, notification that they are on the reserve list or notification that they have not been successful.

Applicants will not be advised of their position on the reserve list. There is no guarantee that any reserve list candidates will be offered a position as it is possible for all first offers to be accepted. The reserve list can change on a minute by minute basis, depending on whether applicants accept offers from other Foundation Schools. It is therefore impossible to provide accurate or useful information.

We are unable to provide any detailed feedback due to the significant number of applications that we receive.

**Matching to Programmes**
Successful applicants will be matched to specific programmes on the basis of their score and preferences. I.e. applicants with the highest scores will be matched to their preferences first.

**Offer of Employment**
The AFP recruitment process is a matching process only. The offer of employment will be made by the trust on completion of satisfactory references and pre-employment checks such as CRB etc.

Once the AFP and standard FP recruitment process has been completed, and all applicants have been matched to programmes, details of allocations will be forwarded to the employing trusts. Following this, successful applicants will be contacted directly by their employing healthcare organisation in order to complete all of the necessary pre-employment checks.
### Person Specification

#### ESSENTIAL CRITERIA

<table>
<thead>
<tr>
<th>Eligibility</th>
<th>Applicants must meet the requirements set out in the UK Foundation Programme 2015 Eligibility Criteria.</th>
<th>Eligibility checking</th>
</tr>
</thead>
<tbody>
<tr>
<td>Qualifications</td>
<td>The applicant must have achieved, or expect to achieve, a primary medical qualification as recognised by the General Medical Council (GMC) by the start of the Foundation Programme 2015.</td>
<td>Eligibility checking</td>
</tr>
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</table>
| Clinical Knowledge & Skills | The applicant must be familiar with and be able to demonstrate an understanding of the major principles of the GMC's *Good Medical Practice (2013)*\(^1\) including:  
  - Knowledge, skills and performance  
  - Safety and quality  
  - Communication, partnership and teamwork  
  - Maintaining trust  
  The applicant must demonstrate an understanding of the outcomes to be achieved in the UK Foundation Programme as set out in *The Trainee Doctor (2011)*\(^1\). | Application\(^2\)/ pre-employment screening  
Clinical assessment (where appropriate) |
| Language & Communication Skills | The applicant must demonstrate skills in listening, reading, writing and speaking in English language that enable effective communication about medical topics with patients and colleagues, as set out in the GMC’s *Good Medical Practice (2013)*\(^1\). | Application\(^2\)/ pre-employment screening  
Clinical assessment (where appropriate) |

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\(^1\) Please note that whenever General Medical Council documents are referenced, it is possible that revised versions will be produced after the UKFPO’s information has been published. Therefore, applicants should always refer to the most up-to-date version of these publications.

\(^2\) Please note that the application includes the Situational Judgement Test (SJT).
<table>
<thead>
<tr>
<th>Attributes</th>
<th>The applicant must demonstrate:</th>
<th>Application^2/pre-employment screening</th>
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<tbody>
<tr>
<td></td>
<td>- an understanding of the importance of the patient as the central focus of care;</td>
<td>Clinical assessment (where appropriate)</td>
</tr>
<tr>
<td></td>
<td>- the ability to prioritise tasks and information and take appropriate decisions;</td>
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<td></td>
<td>- an understanding of the importance of working effectively with others;</td>
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<td></td>
<td>- the ability to communicate effectively with both colleagues and patients;</td>
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<td></td>
<td>- initiative and the ability to deal effectively with pressure and/or challenge;</td>
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<td></td>
<td>- commitment to learning and continued professional development;</td>
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<td></td>
<td>- self awareness and insight into the boundaries of their own abilities;</td>
<td></td>
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<td></td>
<td>- an understanding of the principles of equality and diversity</td>
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| Probit                                         | The applicant must demonstrate appropriate professional behaviour, i.e. integrity, honesty, confidentiality as set out in the GMC’s *Good Medical Practice (2013)*\(^1\)                                                                 | Application\^2/pre-employment screening |
|                                                | By the start of the programme, the applicant must demonstrate criminal record and barring clearance at the appropriate level and complete all other pre-employment requirements according to current government legislation. |                                          |

\(^1\) Please note that whenever General Medical Council documents are referenced, it is possible that revised versions will be produced after the UKFPO’s information has been published. Therefore, applicants should always refer to the most up-to-date version of these publications.

\(^2\) Please note that the application includes the Situational Judgement Test (SJT).
The Academic Curriculum

Background
The two year academic foundation training posts were created by the Oxford Foundation School to enhance recruitment of doctors into academic career paths.

The aim of the academic foundation programme is to combine clinical training with the opportunity for trainees to develop skills and knowledge in research, to equip them for future training in an academic career. Trainees will be expected to acquire the core clinical competencies of foundation training, but in addition will be offered a range of opportunities in research/research methodology. Candidates will be expected to demonstrate attainment of competencies in these areas and develop these skills over the two year period. A central objective of the programme is for trainees to leave the programme with evidence of achievement including the ability to formulate a research question and undertake the necessary background work related to the question.

In accepting these posts, trainees, will agree to commit over and above what would be expected in the other posts. In return the programmes have been designed to allow time out to pursue the academic curriculum. This will require excellent organisation on the part of the trainee as well as good support from the academic supervisor.

Supervision
All foundation trainees will have a clinical supervisor and an educational supervisor whose roles will be crucial. A clinical supervisor is a trainer who is selected and appropriately trained to be responsible for monitoring, supporting and assessing the foundation trainee’s day-to-day clinical and professional work. The clinical supervisor changes for each of the placements while the educational supervisor remains the same.

An educational supervisor is a trainer who is selected and appropriately trained to be responsible for monitoring, supporting and assessing the foundation trainee’s educational programme and progress. This includes assessment, and/or the collection of assessment results.

In addition to these, an Academic Foundation trainee will have an academic supervisor, identified by them once their research interests have been defined. Together they will develop a personalised programme, based on the academic curriculum. This will take into account previous experience and achievements, and draw on the resources available through Oxford University and the departments through which the candidate will rotate.

All Foundation Trainees are expected to take responsibility for achieving the curriculum and for undertaking the required assessments. The emphasis is very much that the Foundation years should be trainee driven. There are the same expectations of those appointed to academic posts. The curriculum (see below) indicates clearly that they should achieve certain objectives. It is hoped that the academic supervisor will be prepared to be actively involved throughout the two year programme.

Research curriculum
The precise skills learnt will vary depending on the interests of the individual, but may include laboratory research, clinical research, and epidemiology or health services research. All trainees will be expected to demonstrate that they have achieved generic learning outcomes for research, including, but not limited to:

- Demonstrate ability to formulate a research question
- Demonstrate ability to undertake and describe a systematic search, evaluation and synthesis of previous research related to the chosen question
- Formulate and justify the research question as above
- Demonstrate knowledge of study design and/or laboratory technique relevant to the planned research
- Describe study intervention or technique:
- Describe study population and outcome measures
- Calculate sample size
• Describe methods of data collection
• Describe statistical techniques for analysis of results
• Describe plan for obtaining ethical approval
• Describe plan of study management
• Describe study costing
• Identify possible sources of funding
• Demonstrate ability to learn and apply study methodologies or laboratory techniques to pilot work in the chosen area of research (for example, description of use of a PCR technique, description of the methods of a systematic review).
• Demonstrate ability to give a presentation of research plans and/or findings to scientific peers.

Teaching and training
This is part of the core curriculum. Academic trainees who wish to develop their teaching and training skills further should discuss this with their academic supervisor. There may be opportunities for those wishing to undertake more training in medical education to pursue this during their 2 year programme.

Attendance at Relevant Courses
All trainees will be required to achieve their foundation competencies and will be expected to attend the generic foundation training provided and complete required assessments.

There is also a wealth of training opportunities available to Academic trainees, provided through the Division of Medical Sciences. These can be viewed and booked online at: www.medsci.ox.ac.uk/portal/skillstraining. Trainees should review, at the start of the rotation, with their academic supervisor those that will be especially relevant.

The Academic Forum
There is a weekly academic forum held on Wednesday afternoon. All academic foundation trainees are expected to attend this unless they are prevented from doing so because of clinical commitments. This is informal and attended by a range of academics from many different disciplines. Academic trainees will have opportunities to present their ideas and their work as well as networking with other academic colleagues.

Presentations and Journal Clubs
All academic trainees should prepare and present at least one medical or surgical grand round during the rotation. They should expect to participate regularly at journal clubs and undertake case presentations during the different elements of the rotation.

Audit
An understanding of audit is part of the foundation programme. Academic trainees should expect to complete one audit project each year.

Assessment
All foundation trainees will have regular training reviews. Academic trainees will have additional assessments to evaluate progress through the academic curriculum.

Attainment of the academic learning objectives will be assessed by the academic supervisor based on:
• Achievement of set objectives such as completing a systematic review, formulating a research question and developing a project proposal, grant proposal
• A short written report of pilot work
• Review of academic portfolio
APPENDIX 1
List of Academic Departments and Interests

All the major academic departments of the University are keen to offer mentors who would support candidates through the two year Academic Foundation Programme.

Please note the list below is not exhaustive but gives an indication of the range of opportunities available.

The Nuffield Department of Medicine (NDM).

The Department is structured around several substantially autonomous sub-divisions, supported by a central administrative unit (NDM Strategic). Major Divisions are

- Centre for Cellular and Molecular Physiology (CCMP)
- Cancer Epidemiology Unit (CEU)
- Clinical Trial Service Unit & Epidemiological Studies Unit (CTSU)
- Experimental Medicine Division (EXPMED)
- The Jenner Institute (JENNER)
  - Clinical Biomanufacturing Facility (CBF)
- Ludwig Institute for Cancer Research Oxford Branch (LICR)
- Offices of the Nuffield Professor of Medicine (NDMS)
- Oxford Centre for Diabetes, Endocrinology & Metabolism (OCDEM)
- Structural Genomics Consortium (SGC)
- Division of Structural Biology (STRUBI)
  - Oxford Particle Imaging Centre (OPIC)
  - Oxford Protein Production Facility (OPPF)
- The Target Discovery Institute (TDI)
- Tropical Medicine and Global Health (TROPMED)
- Wellcome Trust Centre for Human Genetics (WTCHG)

Below are given details of members of the department who may be able to advise regarding projects/mentoring in the Foundation programme.

The Nuffield Department of Medicine website has more detailed descriptions of the research programmes of all those listed below. To access these go to http://www.ndm.ox.ac.uk/researcher-list/principal-investigators.

Professor Vincenzo Cerundolo, Professor of Immunology
Research interest: Immunology The interaction between the innate and adaptive immune responses, and how harnessing the innate immune system can facilitate the expansion of antigen specific T and B lymphocytes.
Weatherall Institute of Molecular Medicine vincenzo.cerundolo@imm.ox.ac.uk

Professor Richard Cornall, Professor of Immunology
Research interest: Immunology Understanding how the immune system is formed and regulated and the causes of autoimmunity, particularly the systemic autoimmune diseases. Differences in inherited susceptibility to these diseases.
Henry Wellcome Building for Molecular Physiology richard.cornall@orh.nhs.uk

Professor Jonathan Flint, Professor of Molecular Psychiatry
Research interest: Genetics and Genomics. The genetic basis of psychiatric disorders, in particular the origins of stress related conditions, such as anxiety and depression. Knowing more about the biological
basis of these very common disorders could help develop better therapies, and use more efficiently those we already have.

Professor Helen McShane, Professor of Vaccinology
Research interest: Immunology The development and clinical evaluation of new immunisation strategies for enhancing T-cell responses against tuberculosis. The induction of mucosal immunity and the aerosol delivery of vaccines. Co-lead of the academic foundation programme. Old Road Campus Research Building
helen.mcshane@ndm.ox.ac.uk

Professor Chris O’Callaghan, Professor of Medicine, Consultant General Physician and Nephrologist
Research interest: Inflammation in atherosclerotic vascular disease; renal medicine; innate immunity. New immune and inflammatory pathways as potential therapeutic targets in vascular disease. Nuffield Department of Medicine, Acute General Medicine and Oxford Kidney Unit
chris.ocallaghan@ndm.ox.ac.uk

Professor Graham Ogg, Professor of Dermatology
Research interest: Immunology, Dermatology Understanding the role of human cutaneous T cells and innate lymphoid cells in mechanisms of disease, treatment and vaccination. Investigating these questions through studies based on two common human diseases, atopic eczema and varicella zoster virus infection.
graham.ogg@ndm.ox.ac.uk

Professor Chris Pugh, Professor of Renal Medicine
Research interests:
Cell and Molecular Biology: Inappropriate oxygen delivery to cells plays a major role in many human diseases and triggers the HIF transcriptional pathway. A range of projects are available investigating the effects of manipulating the HIF pathway on processes such as angiogenesis, cellular energy metabolism and proliferation/survival signals that operate in development.
Renal Medicine: Projects relating to tubular disorders, renal genetics, exercise on dialysis and monitoring of vital signs.
cpugh@well.ox.ac.uk

Professor Paul Klenerman, Professor of Immunology
Research interest: Immunology Understanding the role of host immune responses in determining the outcome of viral infections; the evolutionary relationships between persistent viruses and their human hosts.
Peter Medawar Building
paul.klenerman@medawar.ox.ac.uk

Professor Ian Tomlinson, Professor of Molecular and Population Genetics
Henry Wellcome Building of Genomic Medicine
iant@well.ox.ac.uk
Department of Cardiovascular Medicine

**Professor Hugh Watkins**, Professor of Cardiovascular Medicine and Head of Department, Radcliffe Department of Medicine

Research interest: Genetics of inherited heart diseases.

**Professor Barbara Casadei**, BHF Senior Fellow and Professor of Cardiovascular Medicine

Research interest: the nitric oxide and redox regulation of myocardial function and electrophysiology in diabetes mellitus, heart failure and atrial fibrillation

**Professor Robin Choudhury**, Professor of Cardiovascular Medicine and Wellcome Trust Senior Research Fellow in Clinical Science

Research interest: Inflammation in cardiovascular disease – monocyte / macrophage biology and molecular imaging

Nuffield Department of Surgery

**Professor Paul R V Johnson**, Professor of Paediatric Surgery, University of Oxford, Consultant Paediatric Surgeon, Director of Pancreatic Islet Transplant Programme Fellow, St Edmund Hall, University of Oxford

Research interest: pancreatic islet transplantation, human islet isolation, islet pre-conditioning, and developmental biology (particularly of the pancreas). Clinical research relates to a range of neonatal and paediatric surgical conditions.

**Miss Linda Hands**, Clinical Reader in Surgery

Research interest: aetiology of varicose veins and skin changes in chronic venous insufficiency, inflammatory markers and coagulation changes in arterial disease and telemedicine.

**Professor Peter Friend**, Director of Oxford Transplant Centre

Research interest: preservation and conditioning of organs for transplantation; novel approaches to immunosuppression.

**Professor Tipu Aziz**, Professor of Neurosurgery

Research interest: functional neurosurgery in movement disorders and intractable pain.

**Professor David Taggart**, Professor of Cardiovascular Surgery

Research interest: large scale clinical trials, coronary revascularization using arterial grafts and off-pump surgery.

**Professor Freddie Hamdy**, Professor of Surgery, Head of Department and Professor of Urology

Research interest: molecular and epigenetic mechanisms of disease progression in prostate/bladder cancer and minimally invasive and robotic surgery.
Nuffield Department of Anaesthetics

Professor Andrew Farmery, Senior Research Fellow, Nuffield Department of Clinical Neurosciences, Fellow and Tutor in Physiology, Wadham College, Oxford

Research interests: studies in clinical measurement techniques in the diseased lung (clinical and laboratory), Mathematical modeling of ventilatory and blood gas inhomogeneity, Bioengineering development of optical intravascular oxygen sensors, Studies of dynamic oxygen signalling in animal models of Acute Lung Injury.

andrew.farmery@nda.ox.ac.uk

Dr Duncan Young, Consultant and Senior Clinical Lecturer in Anaesthetics and Intensive Care

Research interests: Clinical trials - mostly academic multi-centre RCTs in critical care and associated areas. Training available for clinical trials and observational study methodology, and systematic reviews.

duncan.young@nda.ox.ac.uk

National Perinatal Epidemiology Unit

Professor Jenny Kurinczuk, Director of the National Perinatal Epidemiology Unit (NPEU)

Research interests: the causes and consequences of neonatal encephalopathy, cerebral palsy and birth defects, and the health outcomes of children born following assisted reproductive technologies. Involved in leading national studies of maternal and perinatal mortality, near miss maternal morbidity and the evaluation of paediatric surgical interventions for congenital anomalies.

jenny.kurinczuk@npeu.ox.ac.uk

Obstetrics and Gynaecology

Ahmed Ahmed, Clinical Reader

Research interests: personalization of therapy to circumvent antimitotic drug resistance in cancer.

ahmed.ahmed@obs-gyn.ox.ac.uk

Professor Christian Becker, Associate Professor, Consultant Gynaecologist and Subspecialist in Reproductive Medicine

Research interests: Endometriosis and Fibroids

christian.becker@obs-gyn.ox.ac.uk

Tim Child, Senior Fellow in Reproductive Medicine

Research interests: reproductive medicine; in-vitro maturation human oocytes.

tim.child@obs-gyn.ox.ac.uk

Professor Stephen Kennedy, Professor of Reproductive Medicine

Research interests: Fetal and newborn growth, especially in resource-poor settings

stephen.kennedy@obs-gyn.ox.ac.uk

Professor Enda McVeigh, Associate Professor in Reproductive Medicine

Research interests: reproductive medicine; laparoscopic surgery.

enda.mcveigh@obs-gyn.ox.ac.uk
Aris Papageorghiou, Senior Fellow in Fetal Medicine
Research interests: ultrasound assessment of fetal growth.
aris.papageorghiou@obs-gyn.ox.ac.uk

Jose Villar, Senior Fellow in Perinatal Medicine
Research interests: international fetal and newborn growth.
jose.villar@obs-gyn.ox.ac.uk

Dr Katy Vincent, NDOG Pain Fellow
Research interests: Hormonal influences on pain processing and Central mechanisms of gynaecological pain
katy.vincent@obs-gyn.ox.ac.uk

Public Health and Primary Care
Dr Premila Webster, Head of School of Public Health at Health Education Thames Valley (incorporating the Oxford deanery) and the Director of Education & Training at the Department of Public Health, University of Oxford

Research interests: the impact of urbanisation on non-communicable disease risk factors and medical education in emerging economies. As the expert advisor to the World Health Organization on the Healthy Cities Project, Dr Webster is involved in developing health indicators to measure the ‘health’ of a city and health profiles to provide an evidence base for informing urban health policy and planning.
premila.webster@dph.ox.ac.uk

University Department of Paediatrics
Philip Goulder, WT Senior Investigator, Hon Paediatric Consultant (Oxford and Great Ormond St)
Research interests: Paediatric HIV infection, Immune control of HIV Infection, HIV Pathogenesis, Coevolution of HIV and Man, HIV Cure
philip.goulder@paediatrics.ox.ac.uk

Professor Andrew J Pollard, Professor of Paediatric Infection and Immunity, Director of the Oxford Vaccine Group
Research interests: Paediatric Infectious Diseases, Vaccine design, development and evaluation.
andrew.pollard@paediatrics.ox.ac.uk

Professor Andrew Wilkinson, Emeritus Professor in Paediatrics, Emeritus Consultant Neonatal Paediatrician
Research interests: Neonatology, Perinatology, Database research and Q.I. (VermontOxford, National Audit Programme and Neonatal Data Analysis Unit)
andrew.wilkinson@paediatrics.ox.ac.uk

Oncology
Professor Ruth Muschel, Professor of Molecular Pathology
Research interests: the mechanisms underlying the development of metastases.
ruth.muschel@rob.ox.ac.uk
Professor Gillies McKenna, Professor of Radiation Oncology and Biology, Head of Department of Oncology
Research interest: effects of radiation on cancer cells and on mechanisms of resistance to radiation
gillies.mckenna@rob.ox.ac.uk

Professor Katherine Vallis, CR-UK Research Group Leader and Honorary Consultant (Clinical Oncology)
Research interest: development of novel anticancer therapeutic and diagnostic radiopharmaceuticals
Katherine.vallis@rob.ox.ac.uk

Haematology
Dr Graham Collins, Consultant Haematologist and Honorary Senior Clinical Lecturer
Research interest: designing early and late phase clinical trials for lymphoid malignancies, testing novel combinations and developing predictive biomarkers for response. He is co-lead of the academic foundation programme. Oxford Cancer and Haematology centre, Churchill hospital.
Graham.collins@ouh.nhs.uk

Professor Paresh Vyas, Professor of Haematology and Honorary Consultant Haematologist
Research interest: cellular and molecular basis of myeloid malignancies with a particular interest in characterising heterogeneous populations of leukaemia propagating cells with an aim to translate this to improve survival rates for patients. Weatherall Institute of Molecular Medicine.
Paresh.vyas@imm.ox.ac.uk

Neurosciences
Dr Jeremy Taylor, Director of Pre-Clinical Studies. University of Oxford
Research interest: Axon growth and guidance in the developing and regenerating CNS.
jeremy.taylor@dpaq.ox.ac.uk

Professor Irene Tracey, Nuffield Professor of Anaesthetic Science
Research interests: Study of pain processing within the human brain and spinal cord in patients with chronic pain, using FMRI and EEG
dr.irene.tracey@nda.ox.ac.uk

Professor Angela Vincent, Professor of Neuroimmunology
Research interests: the role of autoimmunity in neurological diseases, specifically autoantibodies to ion channels, receptors and associated proteins in disorders of the peripheral and central nervous systems.
angela.vincent@clneuro.ox.ac.uk

Dr Martin Turner, Clinician Scientist
Research interests: understanding the variation in the clinical presentations of motor neuron disease and finding biomarkers.
martin.turner@clneuro.ox.ac.uk

Professor Russell Foster FRS, Professor of Circadian Neuroscience, Director of the Sleep and Circadian Neuroscience Institute and the Head of Department of Ophthalmology
Research interests: The neurobiology of sleep and circadian rhythms with the main focus on the mechanisms whereby light regulates these systems and the relationship between sleep/circadian rhythm disruption and abnormal brain states
russell.foster@eye.ox.ac.uk

Psychiatry

Professor Klaus Ebmeier, Consultant Psychiatrist and Chair of Old Age Psychiatry

Research interests: the mechanisms that link experience and life style in mid-life with illness developing in advancing age
ebmeier.pa@psych.ox.ac.uk

Pre-Clinical Departments

Academic Foundation doctors are also encouraged to consider undertaking research projects in the university’s pre-clinical departments. To find out more please look at the individual Departmental websites listed below but to facilitate further approaches we recommend you contact the people named who have offered to provide links to individual scientists.

Department of Biochemistry (http://www.bioch.ox.ac.uk/)
Professor Matthew Whitby - matthew.whitby@bioch.ox.ac.uk

Department of Physiology, Anatomy and Genetics (http://www.dpag.ox.ac.uk/)
Sarah Noujaim - sarah.noujaim@dpag.ox.ac.uk

Department of Pharmacology (http://www.pharm.ox.ac.uk/)
Professor Frances Platt - frances.platt@pharm.ox.ac.uk

Department of Experimental Psychology (http://www.psy.ox.ac.uk/)
Professor David Clark - david.clark@psy.ox.ac.uk

Sir William Dunn School of Pathology (http://www.path.ox.ac.uk/)
Professor Christoph Tang - christoph.tang@path.ox.ac.uk
Professor Bass Hassan - bass.hassan@path.ox.ac.uk
APPENDIX 2

Key Administration and Support Staff for the Academic Rotations

**Foundation School:**
- Foundation School Director: Dr Anne Edwards
- Foundation School Manager: Mrs Ann Heath
- Foundation School Administrator: Ms Gemma Butler
- Foundation School Project Support Officer: Mr Jonathan Ruffler
- Academic Foundation Programme Leads: Prof Helen McShane & Dr Graham Collins

**Academic Supervisor**
One per trainee

**Educational Supervisors**
One per trainee

**Clinical Supervisors**
One per trainee for each placement (4 months)

**Oxford University Hospitals NHS Trust:**
- FTPD: Dr Stuart Benham
- FTPD: Dr Ruth Webster
- FTPD: TBC
- FTPD: Mr Alex Lee
- FTPD: TBC
- FTPD (Horton Hospital): Dr Asima Bokhari

**Buckinghamshire Healthcare NHS Trust:**
- FTPD: Dr Marc Davison
- FTPD: Dr Simon Bays
- FTPD: Dr Helen Eagleton

**Royal Berkshire Hospital NHS Foundation Trust:**
- FTPD: Dr Alice Freebairn
- FTPD: Dr Rogan Corbridge
- FTPD: TBC

**Heatherwood & Wexham Park Hospitals NHS Foundation Trust:**
- FTPD: Mr Jas Kalsi (F1)
- FTPD: Mr Ram Moorthy (F2)
- FTPD: Dr Jenny Watkins (F2)

**Milton Keynes Hospital NHS Foundation Trust:**
- FTPD: Dr Yaw Duodu
- FTPD: Mr Peter Thomas