



How the Royal College of Psychiatrists works in the South West Division

1. The Executive Committee of the South West Division of the Royal College of Psychiatrist

This is a group of psychiatrists coordinating the activities of the south west division and contributing to the national bodies of the Royal College of Psychiatrists. Tasks include organising the biannual meetings in the north and the south of the region, overseeing the South West Division Training and contributing to national committees. Members are elected, ex-officio or co-opted. The full membership can be found on the Royal College of Psychiatrists South West Division website.

The Chair of the Executive Committee is elected and the current post holder is Dr Chris Fear.

See Terms of Reference for more information.

2. Regional Advisers

One of the main roles of the Regional Advisers is to approve job descriptions for consultant, staff grade and associate specialists in conjunction with the Regional Representatives. They chair the South West Division Regional Advisers meeting. It is also expected that they advise clinical tutors, training programme directors and deaneries on educational matters sitting on local ARCP panels and are in regular contact with the Heads of School. Regional advisers are the key Royal College advisors to deaneries on all educational matters. They are members of the College Regional Advisers Committee.

Current post holders are, in the Peninsula Deanery, Dr Mike Metcalfe and in the Severn Deanery Dr Guy Undrill.

Regional Advisers encourage and support applications for College Fellowship.

Appointment is by application and interview and they are appointed by the Executive Committee and ratified by the Central Executive, Training and Standards Committee.

3. Deputy Regional Advisors

Deputy regional advisers help out the regional advisors. The appointment procedure is the same as for regional advisors.

4. Head of School Psychiatry

It is the responsibility of the Head of School to ensure that trainee posts are filled, liaising with the College at CT1 and ST4 at the time of national recruitment.

To ensure that the training of all junior doctors and higher trainees meet the national standard as laid down by PMETb and the Royal College of Psychiatrists. Overseeing WPBA (Workplace Based Assessments), ARPs (Annual Review of Competence Progression) and that trainees reach the standard to receive the Certificate of Completion of Training.

5. Training Programme Directors

The training programme directors run educational programmes for SpR/ST4-6 in the different psychiatric specialities. With the deaneries and regional advisers they organise the RITAs/ARCPs for senior trainees. They are also heavily involved in the appointments of senior trainees.

The training programme directors are appointed jointly by regional advisers and the deaneries.

6. College Tutors

The college tutors have been traditionally responsible for the training of CT1-CT3 doctors. They are appointed jointly by trusts (led by the medical directors) and regional advisers of the Royal College of Psychiatrists.

7. Educational Supervisors

All consultants supervising any training psychiatrists have to be approved by the Royal College of Psychiatrists and the deaneries. They are technically appointed by trusts or training programme directors through the deaneries. The educational supervisors have direct responsibility for the training of those trainees who are working with them.

8. The South West Regional Advisors Committee

The South West Regional Advisors Committee brings together the Regional Advisors, Deputy Regional Advisors, Regional Representatives and Deputy Regional Representatives from both the Severn and Peninsula Deaneries. At the present time the main aim of the Committee is to oversee the job description process but it is also to support each other in their roles. Vacancies for posts for Advisors and Representatives are recognised and action taken to fill any vacancies. Where there is more than one applicant for the post of Regional or Deputy Representative then an election needs to be instigated.

9. Examiners

The Royal College of Psychiatrists always needs examiners to examine on the MRCPsych examination. There are four parts to the exam, papers Part 1, Part 2 and Part 3 and the CASC and examiners are required for each level. It is helpful to trainees to have as many local psychiatrists who examine as possible as they can then advise the trainees of what is required for the exam. Applications from psychiatrists who meet the criteria are accepted once a year and details can be found on the College website.

10. College Assessor on Advisory Appointments Committees

These are consultant psychiatrists who represent the College on consultant Advisory Appointment Committees in trusts other than their own. They are appointed by the College and are given training. Doctors who have been consultants for more than three years can apply for this position

11. Mentoring Scheme (SWMS)

A Mentoring Scheme which was set up for newly appointed consultants and those within three years of appointment is available to doctors who cannot access this service within their own trust or would prefer to meet with someone outside their area. The service is provided by members of the College who have been in a substantive post for a minimum of five years. The Scheme is administered by the College Division office and managed by the Divisional Coordinator who is a member of the Divisions' Executive Committee.

12. South West Division Training

A training programme has been set up primarily for doctors in the South West from all specialties and levels to provide local good quality training that meets the needs of psychiatrists. The programme consists of courses and workshops which cover various non clinical areas including management skills, CV and Interview Skills, etc and clinical needs such as psychopharmacology, neuropsychiatry, etc. A recent edition has been regular courses for Approved Clinician and Section 12 training which is available to doctors nationwide. Each course is evaluated by feedback from delegates and adjusted to improve training where necessary.

We hope this explains the structure of the College a little to members. Many of you are already involved in College activities by being educational supervisors. We encourage you to consider future involvement as tutors, training programme directors, examiners and members of the executive committee as the more psychiatrists who put themselves forward for these roles the more vibrant a division we become.

Further details on all College posts can be found on the website at:

<http://www.rcpsych.ac.uk/>

South West Division website:

<http://www.rcpsych.ac.uk/college/divisions/southwest.aspx>