

**INFORMATION SHEET
ON
HIGHER SURGICAL
TRAINING
FOR TRAINEES
IN THE REPUBLIC OF
IRELAND**

This information sheet is for trainees in the Republic of Ireland and will not be relevant to those in UK training. It should be read in conjunction with your enrolment letter and should be kept for the duration of your training programme. For further details on the information given below and for regular updates, please consult the JCST website:

www.jcst.org

www.iscp.ac.uk

1 Year of Training

All Specialist Registrars are placed into Year 1 of higher surgical training unless Specialty Advisory Committee (SAC) approval has been granted for previous training (see below). Any CCST date allocated to you locally is a provisional date and requires the confirmation of the JCST.

2 Recognition of Previous Training

The following training may be recognised towards your level of entry to the Specialist Registrar Grade:

- LAT (Locum appointments - Training) – 3 months minimum and normally 12 months maximum (this may be exceptionally extended to 24 months - see website for further information)
- FTTA (Fixed Term Training Appointments) – 60 months maximum
- Overseas higher surgical training – 60 months maximum
- Research – 12 months maximum

Approval of any of the above must be granted by the SAC in your specialty, and **your Training Programme Director (TPD) and/or your Postgraduate Dean must support any recognition of previous training in writing.** Please refer to the JCST website for further information and application forms where appropriate.

3 A Manual of Higher Surgical Training – April 2005 (Pink Book) – revised August 2007

This Manual has been prepared for the guidance of surgeons both trainers and Specialist Registrars, potential surgeons and those concerned with the management of higher surgical training. It can be downloaded from the JCST website www.jcst.org and should be read in conjunction the most up to date guidance on the JCST website as well as the Curriculum for your specialty on the ISCP website www.iscp.ac.uk.

The Guide to Specialist Registrar Training (Orange Book), which can be downloaded from the Department of Health website, is a further advisory tool.

4 Curriculum

The curriculum is available on the Intercollegiate Surgical Curriculum Programme website.

5 Training and Research Portfolio

It has been a requirement since January 2001 that all Specialist Registrars and LATs maintain a training portfolio. You will be required to show this at every RITA/ARCP (or CAPA) assessment. Details of the content of the Portfolio can be found on the JCST website or in ISCP.

6 Logbook

All trainees are required to maintain a validated logbook and consolidation sheets during their higher surgical training. You will be requested to show this for every assessment (RITA/ARCP/CAPA) and when the SAC visit your hospital. A link to your specialty's logbook is available from the ISCP website. All trainees must use the 5 operative categories listed below:

- A:** Assisting a consultant
- SU:** Performed with a consultant present, unscrubbed
- SS:** Performed with a consultant present, scrubbed
- P:** Performed by yourself
- T:** Training a more junior trainee

7 RITA/ARCP/CAPA Forms

You are required to create placements and Learning Agreements for each placement, use the Work-based Assessments (WBAs) available on the ISCP website and if applicable complete the JCST Trainee Survey for each placement.

The Record of in Training Assessment (RITA)/Annual Review of Competency Progression (ARCP) Forms or CAPAs are organised through the ISCP website by the RCSI. You should ensure that you have annual RITA/ARCP/CAPA reviews which will document satisfactory completion of each year of training. The documentation taken into consideration at the review will be based on your ISCP training portfolio. You should contact the RCSI for the exact documentation required. **Make sure to keep copies of these forms for your own records (see content of training portfolio).**

The SAC require all RITA/ARCPs/CAPAs and assessment forms for the award of the CCST and it is the trainee's responsibility to ensure that the SAC has copies of these.

8 Specialty Association

Links to all the Specialty Association's websites can be found on the JCST Website.

9 Intercollegiate Specialty Board Examination

All trainees must pass the Intercollegiate Specialty Examination to be awarded a CCST and it is normally taken after the fourth year of training is completed. Eligibility is determined by three references which should state that the trainee is performing at consultant level in the generality of the specialty. One of the references must be from the Training Programme Director. The Intercollegiate Specialty Board is responsible for administering the Specialty Examination and it is they who make the final decision as to whether an individual is eligible to sit. Contact details for the Intercollegiate Board can be found on the JCST Website.

10 Data Protection

The JCST will use your contact details to communicate with you and may use your details to send information to you which we feel would be of interest. The JCST may contact you by post, email, telephone or fax for these purposes. Your information may be passed to and used by relevant competent organisations which have an interest in training and/or clinical governance such as ISB and the JCIE. The JCST may also contact relevant training bodies for information about your Basic Surgical Training.

11 Out of Programme Training

Trainees are permitted, subject to prospective approval, to undertake part of their training programme outside of the Republic of Ireland, and an additional 12 months within the United Kingdom only. Further information is available on the JCST website.

12 Research during higher surgical training

A maximum of 12 months spent in research may be counted towards the award of the CCST. Prospective approval must be sought. If a trainee wishes to spend more than 12 months in research special arrangements will need to be made with the Postgraduate Dean and approval sought from the SAC. Further information is available on the JCST website.

13 Interface Training/Special Interest Posts

There are currently six Interface Committees in:

Oncoplastic Breast Surgery	Available to General Surgery and Plastic Surgery trainees
Cleft Lip and Palate Surgery	Available to Oral & Maxillofacial Surgery, Otolaryngology and Plastic Surgery trainees
Hand Surgery	Available to Trauma & Orthopaedic and Plastic Surgery trainees
Head and Neck Surgical Oncology	Available to Oral & Maxillofacial Surgery, Otolaryngology and Plastic Surgery

	trainees
Reconstructive & Aesthetic Surgery	Available to General Surgery, Oral & Maxillofacial Surgery, Otolaryngology, Plastic Surgery, Ophthalmology, Dermatology trainees
Major Trauma	Under development.

Some specialties also have special interest posts which can be undertaken in years 5-6 of training. Further information is available on the JCST website.

14 Training Programme Directors (TPDs)

Each training programme will have Training Programme Directors. The role of the Training Programme Director is to meet the training needs of the Specialist Registrar at a local level and to act as a facilitator between the training scheme, the Postgraduate Dean and the SAC. Further information on the role of the Training Programme Director is available in *A Manual of Higher Surgical Training – April 2005 – revised August 2007*.

15 Unhappy About Your Training?

If you are unhappy about any aspect of your training and unable to resolve the situation locally or have any questions regarding your training, please contact either the Specialty Manager, the Chairman of the SAC or your Regional SAC Liaison Member. All correspondence should be addressed to the JCST Secretariat.

17 SAC Trainee Representative

Each SAC has a trainee representative. The trainee representative is there to offer impartial advice on Higher Surgical Training from the trainee perspective. If you wish to contact the trainee representative, he or she can be reached via the JCST Secretariat.

18 Liaison Members

Most SACs have committee members who act as Regional Liaison Members. Their role is to act as a facilitator between the region and the SAC on all matters relating to individual trainees and training posts. To avoid any conflict of interest Liaison Members do not usually work in the region they are representing.

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