

8. DME Action Plan:**Site, Specialty: General Adult Psychiatry, Royal Edinburgh Hospital****Requirements - Issues to be Addressed**

Ref	Issue	By when	Owner	Action(s)	Date Completed
8.1	The impact on trainees of clinical decisions being made due to bed pressures and inappropriately boarding of patients must be recognised and supported.	Immediate	Services Director	Opening of nine more general adult beds in September 2018, change to processes for managing delayed discharges	Not yet complete
8.2	Clinics running without Consultant presence due to annual leave or other activity must end.	Immediate	ADMD	All clinical staff advised to change out-patient clinic practice with immediate effect.	July 2018
8.3	Continue to support the number of non-educational tasks performed by Foundation trainees by training non-medical team members to assist with these.	14 March 2019	Chief Nurse, REAS	Further request for increase in phlebotomy and ECG technicians made and being considered. Nurses to be trained in suturing minor wounds.	Not yet complete
8.4	All trainees must be given a departmental induction which provides sufficient information to ensure that trainees know their roles and responsibilities at the start of their post.	14 March 2019	ADME	I will review all service induction documents and remind services of what these should include	Not yet complete
8.5	The requirement for Specialty trainees to complete a SAPE must be made clear to Educational Supervisors.	14 March 2019	TPD, general adult psychiatry	Reminder will be sent to all general adult Educational Supervisors	31.08.18
8.6	All Foundation trainees must have opportunities to access out-patient clinics to support their learning.	14 March 2019	ADME	All Foundation trainee supervisors will be asked to support trainees in arranging some out-patient clinic experience.	31.08.18
8.7	Ensure external locums have access to the email handover system to support safe patient care.	14 March 2019	ADMD	IT are unable to provide direct access to TRAK without a minimum of 3h advance training. Further discussion required.	Not yet complete