

The North East Thames Foundation School

Management Committee-Terms of Reference

Core Membership to include:

Chair: Foundation School Director

Representative from the Deanery

Representative from Barts and The London, Queen Mary's School of Medicine & Dentistry

Representatives from the local Partner Trusts and health services (i.e. TPDs and Medical education managers / PG centre managers)

Foundation doctor representatives- FY1 and FY2 for both inner and outer London trusts, Academic trainee

Lay representative

Responsibility:

- 1. Overseeing the foundation training programmes within the school, in line with national standards and local policy.**
- 2. To develop and implement processes for monitoring trainees**
- 3. To develop and implement systems to support the management and quality assurance of all processes relating to Foundation Programme Training, including recruitment, assessment and training.**
- 4. To coordinate information flows between Trusts, Barts and the London, Queen Mary's School of Medicine & Dentistry, The Deanery, The UKFPO and other Foundation Schools as necessary**
- 5. To encourage and support sharing of good practice in the delivery of Foundation Training in Trusts.**
- 6. To develop and implement other operational processes / systems / policies as appropriate.**
- 7. To discuss other issues raised as appropriate.**