

Induction requirements

GMC's Promoting Excellence mandates the following with regards to induction. In reality, these aspects of induction would be shared between Trust-level induction and local/departmental induction.

R1.13 Organisations must make sure learners have an induction in preparation for each placement that clearly sets out:

- a their duties and supervision arrangements
- b their role in the team
- c how to gain support from senior colleagues
- d the clinical or medical guidelines and workplace policies they must follow
- e how to access clinical and learning resources.

As part of the process, learners must meet their team and other health and social care professionals they will be working with. Medical students on observational visits at early stages of their medical degree should have clear guidance about the placement and their role.

The GMC's placement guidance outlines the Medical School's and Placement Provider's responsibilities in assuring the occurrence and quality of induction.

Induction into placements

62 Induction is required for every clinical placement. Medical schools should ensure that induction takes place and the requirement for induction should be part of their agreements with placement providers.

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- 63** Induction should be provided by all placement providers and should include the following elements:
- a** familiarisation with the physical setting and layout of the placement environment
 - b** briefings so that the student understands the protocols, rules and procedures specific to that placement
 - c** introduction of the student to relevant staff members, including levels of supervision and lines of accountability
 - d** access to records and IT systems as appropriate
 - e** appropriate conduct and behaviour such as dress codes, good time keeping and treating patients and visitors with respect.

Underpinned by the Learning and Development Agreement (soon to be NHS Education Contract and accompanying schedules), Liverpool's School of Medicine issue the following requirement and therefore will ask Trust partners to demonstrate that this is met as part of their quality monitoring e.g. RAG evaluations and Quality Visits.

2. *Site and departmental induction must be provided to every specialty placement, in line with University requirements.*