## Who's who in your Surgical Training?

<table>
<thead>
<tr>
<th>Title</th>
<th>Role</th>
<th>Name / Where</th>
<th>Examples of When to Contact</th>
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</thead>
</table>
| Programme Director (PD)                           | A Consultant appointed by the Deanery to work within the School of Surgery in a particular speciality, to manage all trainees within that training programme, ensuring this meets curriculum and Deanery requirements | Simon Jones for CT1           | • If any issues with the training programme  
  • If any concerns about chosen speciality  
  • If any concerns about meeting curriculum requirements  
  • If ST recommends an issue is raised directly |
| Surgical Tutor (ST)                               | A joint SoS / Trust / College appointment. A Consultant who works to ensure that the educational, pastoral and career planning needs of surgical trainees within the Trust are addressed, as well as undertaking quality monitoring duties. S/he may focus primarily on junior trainees | At least one in each Trust – see separate list | • If any concerns locally about training e.g.  
  1. access to theatre  
  2. timetable loading  
  3. access to regional teaching  
  4. access to study leave etc |
| Assigned Educational Supervisor (AES)              | A Consultant nominated by the PD to set, agree, record and monitor the content and educational objectives of a trainee’s placement(s). Agrees the Learning Agreement with the trainee and may also undertake assessments | Allocated for the year (will be in the same Trust as you for at least one, if not more, placements) | • To set up a Learning Agreement at the beginning of every placement  
  • To meet at the mid-point and end of each placement  
  • If any issues with potential achievement (or not) of the Learning Agreement |
| Clinical Supervisor (CS)                          | A Consultant who delivers teaching and training “on the shop floor” and carries out assessments of trainees | In each hospital and specialty | On a day to day basis re ongoing teaching and training as well as when assessments are required |
| Rater / Assessor                                  | Someone who uses an assessment tool which will support judgements about a trainees’ overall performance | In each hospital and can be a medic or other healthcare professional | When you need to undertake workplace based assessments, including the Multi Source Feedback  |
| Speciality Programme Co-ordinator (SPC)           | A Deanery employee with a specific responsibility for the admin support given to a particular specialty e.g. General Surgery or Core Training | Claire Tiernan and Trudie Heron | • If any issues with the ARCP  
  • If any issues with study leave |
| Lead Employer Trust (LET) HR Officer              | To provide a dedicated HR service to all trainees employed within the Northern Region | Allyson Ashwell               | • If any contract / terms & conditions queries  
  • If any banding queries  
  • If any leave queries (e.g. maternity) |
| RCS(England) Regional Co-ordinator (Northern)     | A College employee who lives and works in the region to provide additional support and advice to the School of Surgery, trainers and trainees in a range of areas | Alison Young                  | • If any queries with ISCP  
  • If any College related queries e.g. exams / careers info / education courses |