

NETFS Swap Process for F2 Programme commencing August 2015

Only open to NETFS full-time, non-Academic, F1 doctors allocated to a 2 year foundation programme via FPAS

All NETFS doctors are already allocated to an F2 programme. Some F1 doctors have asked if there is any possibility of swapping their F2 programme with someone else in the same Trust or in the Foundation School. The North East Thames Foundation School Director has agreed to a **Swap Shop** being organised for the 2015 F2 allocations.

Process

1. F1 doctors may submit an application to NETFS indicating that they wish to swap their entire allocated F2 programme. You can register from **Monday 16 February 2015** by completing the attached form with your own currently allocated programme and contact details and submitting it to netfs@qmul.ac.uk
The Foundation School will list all the responses in a spreadsheet and circulate it to all interested doctors. Doctors will then contact each other to suggest swaps.
2. Swaps must be discussed and agreed by both doctors confirming that they are prepared to change their programmes with each other. Both doctors must send separate emails to netfs@qmul.ac.uk to confirm their agreement to the swap for it to be considered. No pressure is to be exerted by any Foundation doctor over another to persuade them to swap. The Foundation School should be notified of any such pressure.
3. Only **whole 1-year F2 programmes** can be exchanged via the swap shop not single 4 month placements.
4. The swap may be within the same Trust or between Trusts.

Timetable

Date	Swap Shop Activity
Monday 16 February	Details published on Synapse
Thursday 26 February 11am	Expressions of interest (i.e. correctly completed form) to be submitted to netfs@qmul.ac.uk by 11am. No late requests will be considered. Please note that by submitting this spreadsheet you agree that your name, email address, telephone number and programme details will be circulated to other interested doctors so you can contact each other directly.
Tuesday 4 March	List of doctors interested in swapping their allocated F2 jobs and job details to be circulated. Foundation doctors then communicate directly with each other with suggestions for swaps.

Monday 23 March 11am	Deadline for submitting requests for swaps. No late requests will be considered.
Tuesday 31 March	NETFS will notify approval or non-approval of submitted swaps.

Approval Criteria:

The NETFS Director must approve all swaps. The Director has an obligation to ensure that Foundation Programmes are consistent with the principles of Foundation training and offer a broad range of experience and reserves the right to decline swaps on this basis if it is deemed necessary.

All proposed programmes resulting from the swap shop process must meet the criteria below for the proposal to be eligible for approval.

1 Applicants may only change to F2 programmes that result in an educationally balanced 2-year programme, to enable acquisition of Foundation competencies.

2 Consideration will be given to whether there is exposure to community medicine during the 2-year foundation programme and psychiatric experience if possible in line with Broadening the Foundation Programme recommendations

<http://hee.nhs.uk/2014/02/26/broadening-the-foundation-programme-report/>

NB: Experience of different specialties over the two years of foundation training is important in achieving educational balance and enabling doctors to meet foundation competencies. Generally revisiting surgical or medical specialties is not ideal, but it is not necessarily inappropriate for the trainee to have experience of the same specialty at F1 and F2 level as different experience may be gained.

If an application is rejected by the Foundation School Director no further action can be taken and there is no right of appeal.

If you take part in the Swap Shop you should be aware that:

- You are agreeing to accept the programme to which you have indicated that you wish to swap.
- It will not be possible for you to retain your original programme allocation after your swap has been approved.
- If, as part of a swap request, the resulting two-year programme for any of the individual applicants is not approved, the entire application (i.e. from both swap applicants) will be rejected and it will be necessary for both applicants to retain their original F2 allocation.
- Foundation doctors who enter into the Swap Shop process but do not then identify an appropriate swap, and do not submit an application, will retain their existing F2 allocation.

Once the swap shop process is finished no more swaps will be allowed.

NETFS

February 2015