

The London Regional Cytology Training Centre

Annual Report 2012/13

Dr Tanya Levine: Director of the LRCTC

Mr David Smith: Manager of the LRCTC

Mr Ian Phillips: Deputy Manager of the LRCTC



London Regional Cytology Training Centre

World class training for cancer screening healthcare professionals

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1) Circulation List

Organisation	Name	Title
NHS London	Mr Eddie Ramlakhan	Senior Contracts Manager
NHS London Service Provider Group	Mr Mark Smith	Chairman
London QARC	Dr Kathie Binysh	Director QARC
NWLH Trust	Mr David McVittie	Chief Executive
NWLH Trust	Ms Tina Benson	Divisional General Manager for St Marks, Surgery, Imaging, Pathology, 18 Weeks and Private Care
NWLH Trust	Mr Matthew Longmate	Pathology General Manager
NWLH Trust	Dr Gillian Williams	Head of Cellular Pathology and Clinical Director for Pathology
NHSCSP Cytology Education Office	Ms Sharon Whitehurst	NHSCSP Cytology Education Manager

London Cytology Laboratories

Barts and The London Hospital Geoffrey Curran – Lab Manager Bronwyn Prior – Training Officer	Guys and St Thomas Hospital Soma Pillay – Lab Manager & Training Officer	Barnet and Chase Farm Hospital Hilary Riches – Lab Manager Lyn Nickolls – Training Officer
Epsom & St Heliers Hospital Janice Callaghan – Lab Manager Sharon Kooner-Evans – Training Officer	Imperial College Rezzeline Mendiola – Lab Manager Ann Mitchell - Training Officer	Kings College Hospital Suzanne Ferra – Lab Manager Training Officer
Kingston Hospital Allan Brown – Lab Manager Sue Bonnell – Training Officer	Mayday Hospital Shu Pai – Lab Manager Training Officer- Meera Mylvaganam	North Middlesex Hospital Matt Miller – Lab Manager & Training Officer
Northwick Park Hospital David Smith – Lab Manager Tina Holton – Training Officer	South London Healthcare Trust Parmjit Chana – Lab Manager Susan Nightingale – Training Officer	Queens Hospital Priscilla Yoganayagam – Lab Manager Ben Johnson - Training Officer
	Royal Free Hospital John McGloin – Lab Manager Teodocia Wright – Training Officer	TDL Margaret Morgan – Lab Manager & Training Officer
St Georges Hospital Robert Akutu – Lab Manager Mariet Viljoen – Training Officer	UCLH John McGloin – Lab Manager – Training Officer	University Hospital Lewisham Linda Page – Lab Manager Mark Smith – Training Officer
Whipps Cross Hospital Joanna Bradbury – Lab Manager Jade Padua de la Cruz – Training Officer	Whittington Hospital Stephanie Fenton – Lab Manager Marion Fricker – Training Officer	

Non-London Cytology Laboratories

Princess Alexandra Hospital Barbara Jackson – Lab Manager Amanda Allerston – Training Officer	Queen Elizabeth II Hospital Janice Guerra –Lab Manager & Training Officer	Bedford Hospital Neil Cully – Lab Manager Joanne Tyler – Training Officer
Norfolk & Norwich Hospital Sylvia Pullinger –Lab Manager Christine Church –Training Officer	Ipswich Hospital Lynn Partridge – Lab Manager & Training Officer	Peterborough City Hospital Mary Hirschfeld – Lab Manager Julia Rogers – Training Officer
Watford General Hospital Sharon Waugh – Lab Manager Laura Holland – Training Officer	Basildon Hospital Janet Despres – Lab Manager & Training Officer	Colchester Hospital David Jefford – Lab Manager Christine Byrne –Training Officer
Kettering General Hospital Rosemary Bowden – Lab Manager & Training Officer	Northampton General Hospital Lab Manager Angela Hook - Training Officer	Leicester Royal Infirmary SallyAnn Roberts – Lab Manager Training Officer
Southend Hospital Sarah Hemingway – Lab Manager Nicola Curtis – Training Officer	St Peters Hospital Behdad Shambayati – Lab Manager Maria Manalo - Training Officer	Cambridge University Hospital-West Anglia Pathology Roseanna Bignell – Lab Manager Linda Gibson – Training Officer
Broomfield Hospital Chelmsford Jacqueline Wilks – Lab Manager Nichol Lycette - Training Officer		

2)Staff List

LRCTC staff member	Position
Dr Tanya Levine	LRCTC Director and Consultant Histopathologist
Mr David Smith	LRCTC and Cellular Pathology Laboratory Manager
Mr Ian Phillips	LRCTC Senior Tutor and Deputy LRCTC Manager
Mr Mark Terry	LRCTC Senior Tutor and Deputy Cytology Lab Manager
Dr Gillian Williams	LRCTC Senior Tutor - Clinical Director Pathology &Head of Department Histopathology
Mr Ryan Togher	LRCTC Administrator

3) Executive Summary

The London Regional Cytology Training Centre schedules:-

- Twelve pre-registration courses
- Eighteen post-registration courses
- Seven medical courses (including ST1 course, Medics/AP one day update, and pathologists courses covering gynae & non-gynae topics)
- Seven smear takers course
- **Grand total of 347 persons underwent training in 2012/13**
- All courses average scores were 4.6 which rated as “highly relevant” for working practice from anonymous student feedback.
- We have seen an increase in post-registration courses from 47 in the preceding year to now 50 courses taught per annum.
- The LRCTC formal user group for NHS London, of service providers, have given excellent feedback and input into the roll out of our courses and future development over the year.
- The LRCTC has maintained its good working relationship with NHS London and London QARC.
- Our e-learning modules have proved popular with over one thousand users signing up.
- New initiatives: In October 2012 we have embarked on the new Invasive Cancer Audit review for educational purposes, which have now become a requirement of the NHSCSP for all UK Cytology Training Centres.

4) Introduction

The London Regional Cytology Training Centre, hosted at North West London Hospitals NHS Trust, was originally founded in 1979; it has a national and international profile for high-quality cervical and non-cervical / diagnostic cytopathology training. Due to the current demand for a wide range of cancer screening training for many healthcare professional groups, we have diversified into other training activities which make maximum use of our expertise and facilities to meet this demand for other healthcare professional groups.

5) Pre-registration Programmes

This year in contrast with the national on-going downward trend we are training similar trainee numbers for the two year NHSCSP accredited City & Guilds Diploma for non-medical trainees.

Training of C&G assessors from individual laboratories has continued with the certificated training course which aims to familiarise assessors with all aspects of the portfolio work carried out in the work place. To date six trainees have passed the Diploma this year.

i) Introductory course

This is a four week intensive course, attended within the first 6 months of employment, and after learners has spent a minimum of 6 weeks in the home laboratory. We ran two course over the year on, 1st - 26th October 2012 with 2 students, and the 25th February- 22nd March 2013 with 7 students in attendance.

ii) Follow-up Course

This is a one week course attended by learners in their second year and designed to re-enforce cytological principles outlined in the introductory course. We ran one course in this period on the 21st - 25th January 2013 with 6 students.

iii) Pre-exam course

This is a one week revision course focusing on examination technique to candidates sitting their City and Guilds Diploma. Two courses were run over the year on 14th – 18th May 2012 with 3 students and 3rd – 7th December 2012 with 4 students.

iv) Monthly Tuition Days

The LRCTC runs monthly “tuition days” for all trainees, this is a single day/month whereby trainees attend the LRCTC for topic-related workshops. It supplements and enhances the introductory and follow-up courses. It allows the LRCTC staff to maintain their contact with trainees and improve monitoring of students’ progress.

In order to streamline the process we have combined class groups in order to increase learner attendance on each tuition day.

These days have proved popular with good attendance by all trainees in the system. Six tuition days were held with a total 79 students attending.

v) Host Laboratory Visits

After completion of the Introductory Course a written report is prepared and a member of staff from the LRCTC visits the trainee's laboratory to present the report to the trainee, training assessor, and laboratory manager. The meeting is designed as a positive feedback mechanism and enables all parties to discuss and sign up to a formal individual training plan whilst discussing the requirements for the portfolio and assignments that will have to be carried out within the department. 4 laboratory visits were carried out.

vi) Training Officer Meetings

Training officer's/C&G assessors and NHS Service Provider User meetings are held each year to gain user group feedback from laboratories on our courses and service requirements as well as to keep them updated and disseminate information on current issues. This group met on the 28th September 2012 which looked at and reviewed course content, qualifications and general employer requirements. Issues affecting assessors and new training requirements were discussed.

This is part of our annual review and adds to the data required for the NHS London Performance Indicator Contract. All outcome results are fed back electronically after they have been issued and discussed at the NHS London Annual General Review Meeting.

vii) Examination Centre for Diploma in Cervical Cytology

This centre is one of the national examination venues for NHSCSP City and Guilds Diploma This underscores the high quality facilities and the excellent reputation of the LRCTC staff who administer the exams. The latest examination was held here on 19th February 2013– seven candidates from around the UK sat the examination.

viii) Introductory Course for Medical Laboratory Assistants

We ran very successful courses last year 25th April 2012 with 5 students attending and the second course on the 1st November 2012 with 6 students attending.

Feedback from both the NHSL User group and student questionnaires was excellent.

6) Qualified Staff CPD Programmes

i) Update Courses for BMS/Cytoscreeners

Every qualified cytoscreener and biomedical scientist must attend as part of NHSCSP continued professional development a tri-annual 3 day cervical cytology Update course at an accredited cytology training centre. The LRCTC ran nine three-day update courses in this period on, 18th–20th April 2012 with 16 students, 23rd– 25th May 2012 with 13 students, 11th-13th June 2012 with 12 students, 19th–21st September 2012 with 14 students, 13th–15th November 2012 with 9 students, 26th–28th November 2012 with 13 students 12th–14th December 2012 with 10 students, 14th–16th January 2012 with 6 students and 11th – 13th February 2012 with 4 students. This modular three day update course is regularly re-populated with current topic related slides and in addition completely re-vamped every three years at the start of each new Update cycle. 2011 marked the beginning of a new Update course content cycle with brand new topics, lectures and workshops.

ii) City & Guilds Assessor training

Our deputy training centre manager has led on the design of a new national courses for all qualified training assessors. This course is designed to fully equip the assessors to plan, feedback, and review and mark their Learners City & Guilds portfolio assignments.

One course was held this year 14th February 2013 with 4 assessors attending and gaining certification.

iii) External Quality Assurance Programme for Cervical Cytology (EQA)

The LRCTC is host to representatives from London Regional QARC to assess slides for inclusion in the mandatory regional EQA programmes. Use of the LRCTC's state-of-the-art multiheaded microscope is essential for this programme. The training centre was used as a resource for five days this year on the national quality programme.

iv) Technical External Quality Assurance TEQA

The LRCTC hosts a tri-monthly two day Technical EQA workshop for the London Region which is facilitated by the high-class facilities and on hand expertise of staff. The LRCTC hosts the annual London Region TEQA meeting for London regional representatives to give feedback on slide-staining quality issues and is mandatory for a quality assured cervical screening programme. The training centre was used as a resource for eight days on this national quality programme

v) Pathologists course

The LRCTC, since its inception in 1979, has always run a Pathologists course aimed primarily at trainee pathologists about to sit their MRCPPath examination. This is a highly successful five day course covering gynae and non-gynae samples. Due to the changes in the Royal College of Pathologists training syllabus we have changed our pathologist's course divided into a one week non-gynaecological cytology course with optional exam component and a three day gynaecological course with an optional exam component. The non-gynaecological courses ran 10th -14th September 2012 with 14 students and 4th – 8th February 2013 with 15 students.

The three day gynae cytology course scheduled 28th – 30th January 2013 was cancelled due to lack of applicants.

vi) Medical Specialist Trainees course

The LRCTC runs a five day basic gynaecological cytology course for London Regional ST's, which is contracted by the London Deanery as part of their specialist pathology training. This was held on the 5th – 9th November 2012 with 18 students attending.

vii) One Day Gynae Update for Consultants and AP staff:

A one day update for consultant pathologists and advanced practitioner biomedical scientists has been developed since 2008, and aims to maintain their continued professional development in cervical cytology. Three courses were run in 2012/13 on 22nd May 2012 with 6 students and 27th September 2013 with 9 students and 22nd November 2012 with 9 students.

7) Additional Courses developed in partnership with NHS London

ii) Non-gynae training for BMS staff

The LRCTC has enhanced its non-gynae cytology training portfolio for BMS to support the introduction of the IBMS Diploma in Expert Practice in Non-Gynaecologic Cytology. This training will be a key component in supporting BMS staff not only for CPD but in career progression; they are well attended each year.

Courses held on the 19th – 20th June 2012 with 12 students, 6th-7th September 2012 with 11 students and 19th – 20th November 2012 with 9 students.

iii) Cervical Smear Sample Takers Foundation Courses

This is an innovative two day introductory course run by LRCTC for its three host PCT's, for all new cervical sample takers. Crucially it has allowed us to develop for the first time a current and flexible database of all new sample takers, including the issuing of a unique individual registration numbers.

Two courses were run in 2012/13 the first on 6th July & 20th July 2012 with 10 students and the second being run on 1st & 18th February 2012 with 17 students.

iv) Cervical Smear Sample Takers Update Courses

In conjunction with the three local PCT's our administrator manages a comprehensive database of all qualified smear taker staff which is regularly updated, this allows us to schedule Update courses. The Update cervical smear taker's courses for the region ensure all clinical staff taking cervical smears maintain their certification by regular triennial updates as part of their continuing professional development in practice.

Three courses were run in the 2012/13 period on 8th June 2012 with 9 students, 14th June 2011 with 11 students, and 5th September 2012 with 5 students and two courses on the 10th December 2012 with 10 students.

v) NHS Service Provider Meeting:

As part of our new Performance Indicator Contract we have set up the London NHS Service Providers group which will undertake to discuss annual reports and confirm action plans, agree training course requirements and employer's needs, this will work in partnership with the HEI/TEP and NHS London. The meeting was held on the 28th September 2012 and was well attended with 16 Representatives from as many trusts

around London. All outcome results are fed back electronically after they have been issued and discussed at the NHS London Annual General Review Meeting.

vi) Distance Learning

The LRCTC has a dedicated website (www.lrctc.org.uk) which includes educational packages for CPD and distance learning.

We have introduced a web-based marking scheme for relevant courses where students need to review slides at their host laboratory site but are “virtually” marked and graded by us at the LRCTC.

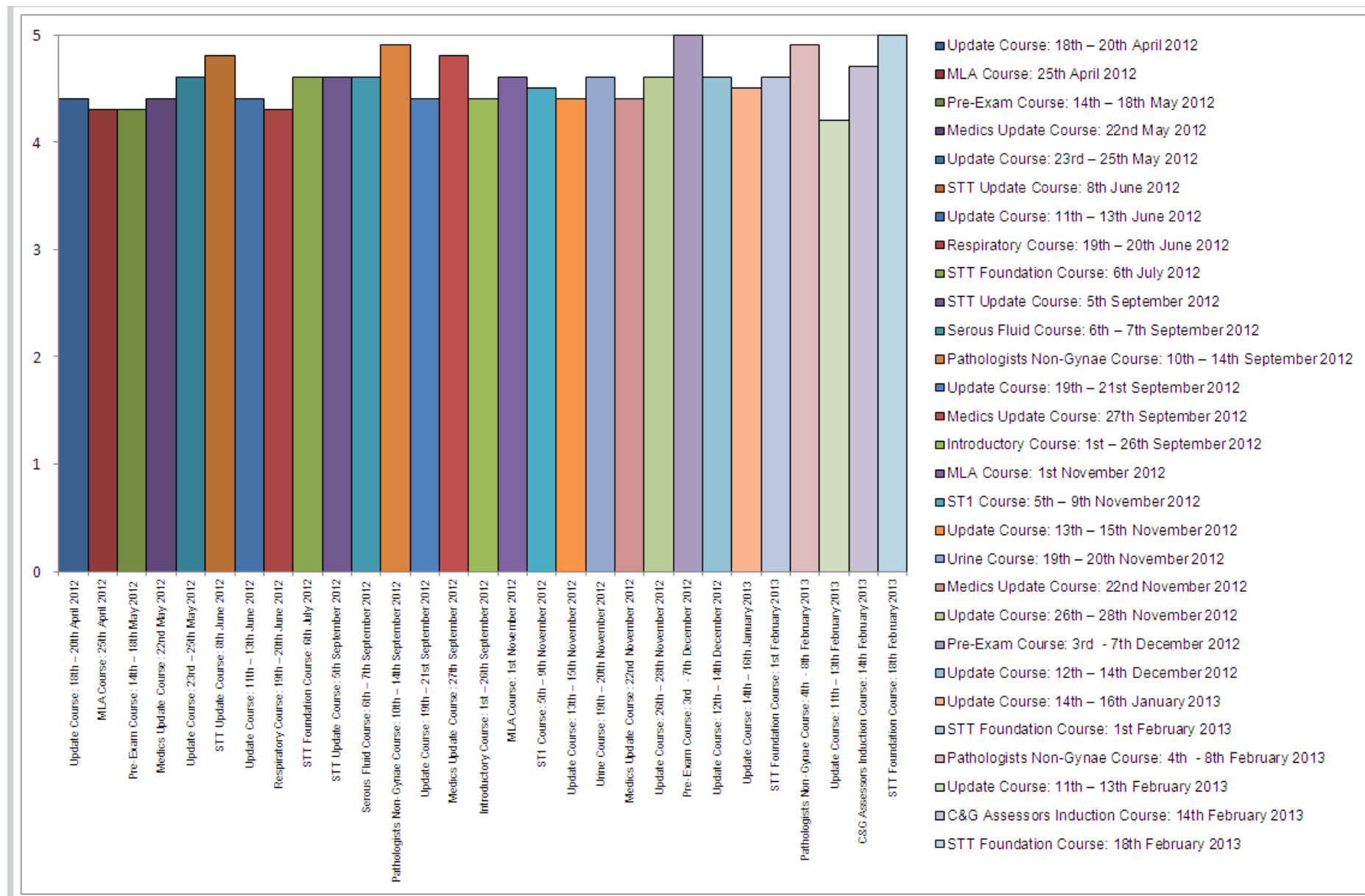
We have now set up a Course Management System called Moodle; this provides us with a powerful platform in which to publish e-learning modules from.

The first e-learning module was published on the 1st February 2012 to cater for the changes revolving around the introduction of HPV testing as a triage for low grade cytological abnormality management. The module was specifically targeted at primary care sample takers and has been taken up by many sectors in London. Last year on the 1st October 2012 we published the second phase of e-learning targeting laboratory personnel who need to update their knowledge on HPV testing & triage. To date we have provided e-learning for over one thousand screening personnel.

8) Course feedback

All courses held in 2012/13 were rated as “highly relevant” to student’s needs and work place requirements. These figures are based on anonymous feedback from participants on each course

Course Evaluation Scores for 12/13



9) Appendices

i) Appendix 1: NHS London Contract Performance Indicators (CPI's) 2011/12 (Current)

Our “annual report” for NHS London has evolved since 2009. This is part of our Performance Indicator Contract in which we receive RAG ratings on our performance each academic yearly cycle.

We received a Performance Rating result of 100% with a consequent RAG rating of Green.

There not any action plans to be written or discussed

(A copy is available on request)

ii) Appendix 2: Annual Course Planner 2012/13

Course List 2012/13	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
April	S	TQA	TQA	P	P	BH	S	S	BH	P	P	P	P	S	S	P	P	U	U	U	S	S	P	P	MLA	B	P	S	S	TD	
May	P	P	P	P	S	S	BH	P	P	P	P	S	S	PE	PE	PE	PE	PE	S	S	HPC	MU	U	U	U	S	S	P	P	P	P
June	TD	S	S	BH	BH	P	P	STU	S	S	U	U	U	P	P	S	S	P	R	R	TQA	TQA	S	S	NHS	P	P	P	TD	S	
July	S	P	P	P	P	STF	S	S	P	P	P	P	P	S	S	P	P	P	P	STF	S	S	P	P	P	B	P	S	S	P	P
August	P	P	P	S	S	P	P	P	P	P	S	S	P	P	P	P	P	S	S	P	P	P	P	P	S	S	BH	P	P	P	P
September	S	S	AT	P	STU	S	S	S	S	PCNG	PCNG	PCNG	PCNG	PCNG	S	S	P	P	U	U	U	S	S	TQA	TQA	P	MU	NHS	S	S	
October	IC	IC	IC	IC	IC	S	S	IC	IC	IC	IC	IC	S	S	IC	IC	IC	IC	IC	S	S	IC	IC	IC	IC	IC	S	S	P	P	P
November	MLA	P	S	S	ST1	ST1	ST1	ST1	ST1	S	S	P	U	U	U	P	S	S	U	U	P	MU	TD	S	S	U	U	U	P	TD	
December	S	S	PE	PE	PE	PE	PE	S	S	STU	P	U	U	U	S	S	TQA	TQA	P	P	P	S	S	P	BH	BH	P	P	S	S	
January	BH	P	P	P	S	S	P	P	P	P	P	S	S	U	U	U	P	P	S	S	FU	FU	FU	FU	FU	S	S	P	P	P	P
February	STF	S	S	PCNG	PCNG	PCNG	PCNG	PCNG	S	S	U	U	U	AT	P	S	S	STF	NHS	P	P	TD	S	S	IC	IC	IC	IC			
March	IC	S	S	IC	IC	IC	IC	IC	S	S	IC	IC	IC	IC	IC	S	S	IC	IC	IC	IC	IC	S	S	TQA	TQA	P	P	BH	S	S

Key

Prep Work	P																																
Update	U	Smear Taker Update						STU	Exam Dates						NHS																		
Pre Exam	PE	Smear Taker Foundation						STF	Tuition Day						TD																		
Follow-up Course	FU	MLA Course						MLA	SHO course						ST1																		
Respiratory	R								TEQA						TQA																		
Serous Fluid	S	Training Officers Meeting						TOM	C&G Assessors						AT																		
Urine	U	BSCC Meeting						BSCC	Medics/AP Update						MU																		
Introductory Course	IC	HBPC Course						HPC	NHS Service Provider Group						NHS																		
Pathologists-Non Gynae	PCNG	Seminar Room Booked						B																									
Pathologists-Gynae	PCG																																

iii) Appendix 3: LRCTC Activity Statistics 2012/13

Course	Students			Evaluations				Cancelled
	London	Non-London	Total	Returned	Average Score	No > 4	No > 3	
Update Course: 18 th – 20 th April 2012	10	6	16	15	4.4	11	4	0
MLA Course: 25 th April 2012	3	2	5	5	4.3	4	1	0
Tuition Day: 30 th April 2012	1	6	7	-	-	-	-	-
Pre-Exam Course: 14 th – 18 th May 2012	0	3	3	3	4.3	3	0	0
Medics Update Course: 22 nd May 2012	1	5	6	6	4.4	5	1	1
Update Course: 23 rd – 25 th May 2012	10	3	13	12	4.6	11	1	0
Tuition Day: 1 st June 2012	1	6	7	-	-	-	-	-
STT Update Course: 8 th June 2012	9	0	9	7	4.8	7	0	2
Update Course: 11 th – 13 th June 2012	4	8	12	12	4.4	10	2	2
Respiratory Course: 19 th – 20 th June 2012	10	2	12	12	4.3	10	2	0
Tuition Day: 29 th June 2012	1	7	8	-	-	-	-	-
STT Foundation Course: 6 th July 2012	10	0	10	9	4.6	9	0	0
STT Foundation Course: 20 th July 2012	9	0	9	-	-	-	-	-

Course	Students			Evaluations				Cancelled
	London	Non-London	Total	Returned	Average Score	No > 4	No > 3	
STT Update Course: 5 th September 2012	5	0	5	5	4.6	5	0	0
Serous Fluid Course: 6 th – 7 th September 2012	9	2	11	11	4.6	9	2	0
Pathologists Non-Gynae Course: 10 th – 14 th September 2012	6	8	14	9	4.9	8	1	0
Update Course: 19 th – 21 st September 2012	9	5	14	12	4.4	12	0	1
Medics Update Course: 27 th September 2012	8	1	9	9	4.8	8	1	0
Introductory Course: 1 st – 26 th September 2012	0	2	2	2	4.4	1	1	0
MLA Course: 1 st November 2012	4	2	6	6	4.6	5	1	0
ST1 Course: 5 th – 9 th November 2012	18	0	18	16	4.5	15	1	0
Update Course: 13 th – 15 th November 2012	6	3	9	9	4.4	8	1	1
Urine Course: 19 th – 20 th November 2012	8	1	9	9	4.6	8	1	1
Medics Update Course: 22 nd November 2012	3	6	9	9	4.4	8	1	0
Tuition Day: 23 rd November 2012	1	4	5	-	-	-	-	-
Update Course: 26 th – 28 th November 2012	7	6	13	12	4.6	11	1	0

Course	Students			Evaluations				Cancelled
	London	Non-London	Total	Returned	Average Score	No > 4	No > 3	
Tuition Day: 30 th November 2012	0	2	2	-	-	-	-	-
Pre-Exam Course: 3 rd - 7 th December 2012	1	3	4	4	5	4	0	0
STT Update Course: 10 th December 2012 – Morning	10	0	10	-	-	-	-	-
Update Course: 12 th – 14 th December 2012	5	5	10	9	4.6	9	0	0
Update Course: 14 th – 16 th January 2013	3	3	6	5	4.5	5	0	0
Follow-Up Course: 21 st – 25 th January 2013	1	5	6	-	-	-	-	-
STT Foundation Course: 1 st February 2013	17	0	17	14	4.6	12	2	1
Pathologists Non-Gynae Course: 4 th - 8 th February 2013	9	6	15	14	4.9	14	0	0
Update Course: 11 th – 13 th February 2013	2	2	4	4	4.2	3	1	1
C&G Assessors Induction Course: 14 th February 2013	2	2	4	4	4.7	4	0	0
STT Foundation Course: 18 th February 2013	15	0	15	3	5	3	0	1
Tuition Day: 22 nd February 2013	1	5	6	-	-	-	-	-
Introductory Course: 25 th February – 22 nd March 2013	1	6	7	-	-	-	-	-
Totals	220	127	347	247	4.6	222	25	11