



<b>Role title</b>	RCOG/HEE O&G Workforce Working Group, member
<b>Reporting to</b>	RCOG/HEE Medical Workforce Group
<b>Duration and dates of appointment</b>	1 year from February 2021
<b>Purpose and description of the Working Group</b>	
<p><b>Background</b></p> <p>The Royal College of Obstetricians of Gynaecologists (RCOG) mission is to improve women’s healthcare across the world. This mission is directed by a five-year strategy which supports the Colleges work in collaboration with partners, advocating for a sustainable workforce and influencing UK and international policy to improve women’s healthcare globally.</p> <p>Health Education England (HEE) exists for one reason only: to support the delivery of excellent healthcare and health improvement to the patients and public of England by ensuring that the workforce of today and tomorrow has the right numbers, skills, values and behaviours, at the right time and in the right place.</p> <p><b>Purpose</b></p> <p>The RCOG/HEE O&amp;G Workforce Working Group has been established to explore key issues, trends and challenges facing the medical workforce. The group will be exploring a range of areas influencing O&amp;G and maternity services such as workforce and staff modelling, behaviours and culture, specialised training and regional variations. The group will be agreeing clear joint outputs and will tasked with delivering a workforce census and report in 2021. This work will inform both HEE’s workforce training and subspecialty planning and the development of the RCOG workforce strategy.</p> <p>The working group has links to the HEE Maternity Programme Oversight Group (MPOG), NHS England and NHS Resolution and will report to the RCOG/HEE Medical Workforce Group and the RCOG UK Membership Board. This group will be extremely output focused and will have scheduled monthly meetings. The group will be establishing research priorities in the following areas:</p> <ul style="list-style-type: none"> <li>• Medical workforce data, modelling and trends</li> <li>• O&amp;G workforce retention and attrition</li> <li>• Flexible working initiatives, return to training and less than full time</li> </ul>	

working (LTFT)

- SAS and locally employed doctor's numbers and working patterns
- Hybrid O&G workforce models
- The engagement of locums
- NHS workplace culture and behaviours
- The midwifery contribution to maternity services
- Models for multidisciplinary working (Physician Associates etc.)
- Specialty training needs comparative to HEE population predictions
- Rural verses urban workforce needs, trends and future challenges
- Redeployment and rota gaps
- Development of an O&G workforce values framework
- The RCOG and HEE's role in supporting a sustainable and healthy medical workforce

### **Main responsibilities of role**

The responsibilities of the member are:

1. Raise awareness of recent workforce issues with the wider group and ensuring that they are placed on the agenda for discussion, in order that the College and wider group can be informed.
2. Get involved in discussions and discourse on key workforce issues and challenges.
3. Actively take on pieces of project work and progress this work outside of meetings
4. Deliver agreed work relating to the O&G workforce census and report to agreed deadlines.
5. Where appropriate, seek advice and opinion about particular issues from individuals and experts not represented on the Working Group.
6. Offer guidance and recommendations on the future direction and/ or membership of the Working Group.

### **Key working relationships**

RCOG/HEE Medical Workforce Group  
Maternity Programme Oversight Group (MPOG)  
Membership Board, RCOG  
SAS/LED Liaison Group, RCOG  
NHS Maternity Transformation Programme  
National Trainee’s Committee, RCOG  
Women’s Network, RCOG  
Vice President, Workforce and Professionalism  
Vice President, Membership  
Head of Workforce and Professional Support  
RCOG Director, Policy  
RCOG Director, Education

**Time commitment**

The Working Group will meet monthly. Group members will be expected to progress work outside of meetings and be instrumental in the delivery and publication of an O&G census and a workforce report in 2021.

**Evaluation of the role and succession planning**

This role reflects the present requirements of the post. The role description will be re-evaluated in consultation with the post holder at the end of the term or mid-term if the duties and responsibilities change and develop.

# Person Specification

<b>Qualifications / Training</b>
<b>Essential</b> <ul style="list-style-type: none"><li>• MRCOG</li><li>• Registered with a licence to practise with the GMC and in position of good standing</li><li>• Consultant, SAS or senior locally employed doctor or senior specialty trainee (ST3+) in Obstetrics &amp;/or Gynaecology in UK NHS Practice</li><li>• Clear demonstration of a commitment to improving medical workforce modelling/culture/practices and standards</li><li>• Evidence of annual appraisal</li><li>• Evidence of equal opportunities and diversity training within 3 years of active practice</li></ul>
<b>Previous experience</b>
<b>Essential</b> <ul style="list-style-type: none"><li>• Experience of working in the maternity services</li></ul>
<b>Key skills / attributes</b>
<ul style="list-style-type: none"><li>• An enthusiasm for supporting the development of a sustainable and healthy medical workforce and improving workplace behaviours and culture</li><li>• An excellent communicator both oral and written</li><li>• Prepared to undertake work and ensure the delivery of work to agreed deadlines</li><li>• Prepared to respond rapidly to issues as they arise</li><li>• Agreement from host organisation to be released to fulfil role</li></ul>

# Appendix One

## CPD Information

The RCOG CPD Guide can be found here:

<https://www.rcog.org.uk/en/cpd-revalidation/cpd-guide/>

### Course Convenor/Organiser

Please note that credits are not normally claimable for being a course convenor.

However, credits would be claimable for giving lectures or teaching sessions on the course and for mock examining. The same lecture or teaching session can only be claimed once during the 5-year cycle.

The rate of claim for giving teaching sessions/lectures is as follows:

- 1 credit per hour in the national/international category for giving teaching sessions or leading a workshop on a course
  - 5 credits in the national/international category for giving a formal presentation on a course
  - 1 credit per hour in the national/international category for mock examining

A maximum of 25 credits in each 5-year cycle applies for all presentations/teachings sessions given at national/international courses or conferences, and for formal and mock examining.

If the convenor feels that in the course of her/his work s/he has gained new knowledge which enhances patient care or leadership and teaching skills, additional credits could be claimed under reflective learning. One credit may be claimed per reflective learning form to a maximum of 25 credits in each 5-year cycle.

### Committee Chair/Member

CPD credits are not claimable for the role of Chair or Committee member. However, if within your Committee role you gain knowledge which enhances patient care or leadership and technical skills, credits could be claimed under reflective learning.

One credit may be claimed per reflective learning form to a maximum of 25 credits in each 5-year cycle.

Committee members examining, setting exam questions, editing journals, publishing papers or giving formal presentations can claim CPD credits and should refer to the CPD guide (link above) for further information.