

The London Regional Cytology Training Centre

Annual Report 2011/12

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 Peter Coles	Chief Executive
NWLH Trust	Ms Tina Benson	Divisional General Manager for St Marks, Surgery, Imaging, Pathology, 18 Weeks and Private Care
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	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
Quest Diagnostics Nicki Thurlow – Lab Manager Courtney Ives - 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 Rebecca Seedall – 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 ran:-

- Fourteen pre-registration courses
- Twelve post-registration courses
- Six medical courses (including ST1 course, Medics/AP one day update, and two pathologists courses covering gynae & non-gynae topics)
- Nine smear takers course
- One HBPC Update course
- **Grand total of 410 persons underwent training in 2011/12**
- All courses except one were rated as “highly relevant” from anonymous student feedback.
- We have developed an LRCTC formal user group for NHS London, of service providers. They have given excellent feedback and input into the roll out of our courses and future development.
- The LRCTC has maintained its good working relationship with NHS London and London QARC.
- New initiatives: A new course management system has been introduced which will help us in our diversification with other healthcare professional groups training strategy, we have published our first e-learning module for primary care practice nurses and GP’s on HPV Triage implementation which will train these groups prior to roll out of the new HPV test for women in 2012.

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 has seen a slight drop in 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 eleven 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 one course over the year on, 1st -30th March 2012 with 7 students.

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 two courses in this period on 1st – 5th August 2010 with 5 students and 9th - 13th January 2012 with 3 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 9th – 13th May 2011 with 9 students and 28th November – 2nd December 2011 with 5 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. These days have proved popular with good attendance by all trainees in the system. Eight tuition days were held with a total 47 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. 10 laboratory visits were carried out.

vi) Training Officer Meetings

NHSCSP requirements are for two meetings a year (28th April 2011 & 30th June 2011) to gain user group feedback from laboratories on our courses and service requirements as well as to keep them updated on current issues. We have now established an NHS Service Providers group which links into our comprehensive performance indicator contract which ensures that all courses are relevant to London Service Providers. This group met on the 8th September 2011 which looked at and reviewed course content, qualifications and general employer requirements. 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 held on 20th February 2012.

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 21st February 2012 – eighteen candidates from around the UK sat the examination.

viii) Introductory Course for Medical Laboratory Assistants

This course was developed in collaboration with our NHS London Service Provider User Group who felt there was a need for MLA's to have some form of formal training and updating. We ran very successful courses last year 27th April 2011 with 9 students attending and the second course on the 27th October 2011 with 9 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 seven three-day update courses in this period on, 19th – 21st April 2011 with 12 students, 6th – 8th June 2011 with 13 students, 21st – 23rd September 2011 with 15 students, 7th – 9th November 2011 with 15 students, 21st – 23rd November 2011 with 16 students 12th – 14th December 2011 with 15 students, 16th – 18th January 2012 with 13 students and 13th – 15th February 2012 with 15 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 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 ten 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 demand we have increased the course frequency from one to two courses per annum. This course was run on, 12th – 16th September 2011 with 7 students. Due to the recent changes in the Royal College of Pathologists training syllabus we have changed our pathologists course as of January 2012 and 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 revamped course ran on the 6th – 10th February 2012 with 15 students and the three day gynae cytology course held on the 27th- 29th February 2012 with 6 students.

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 31st October – 4th November 2011 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. Two courses were run in 2011/12 on 24th May 2011 with 9 students and 17th November 2011 with 9 students.

7) Additional Courses developed in partnership with NHS London

i) HBPC Update Course

This is a one-day update for all Hospital Based Programme Coordinators staff working in cervical cytology screening. This is a course designed as an update.

This was held on the 25th May 2011 with 19 in attendance.

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.

Brand new courses introduced in 2008 include two day respiratory, fluid and urine cytology training. This training will be a key component in supporting BMS staff not only for CPD but in career progression.

Courses held on the 16th – 17th June 2011 with 9 students, 1st-2nd September 2011 with 12 students and 14th – 15th November 2011 with 12 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 2011/12 the first on 15th July & 22nd July 2011 with 10 students and the second being run on 16th & 23th February 2011 with 31 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. Five courses were run in the 2011/12 period on 28th April 2011 with 20 students, 14th June 2011 with 11 students, and 31st August 2011 with 6 students and two courses on the 8th December 2011 with 13 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 8th September 2011 and was well attended with 13 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 held on 20th February 2012.

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.

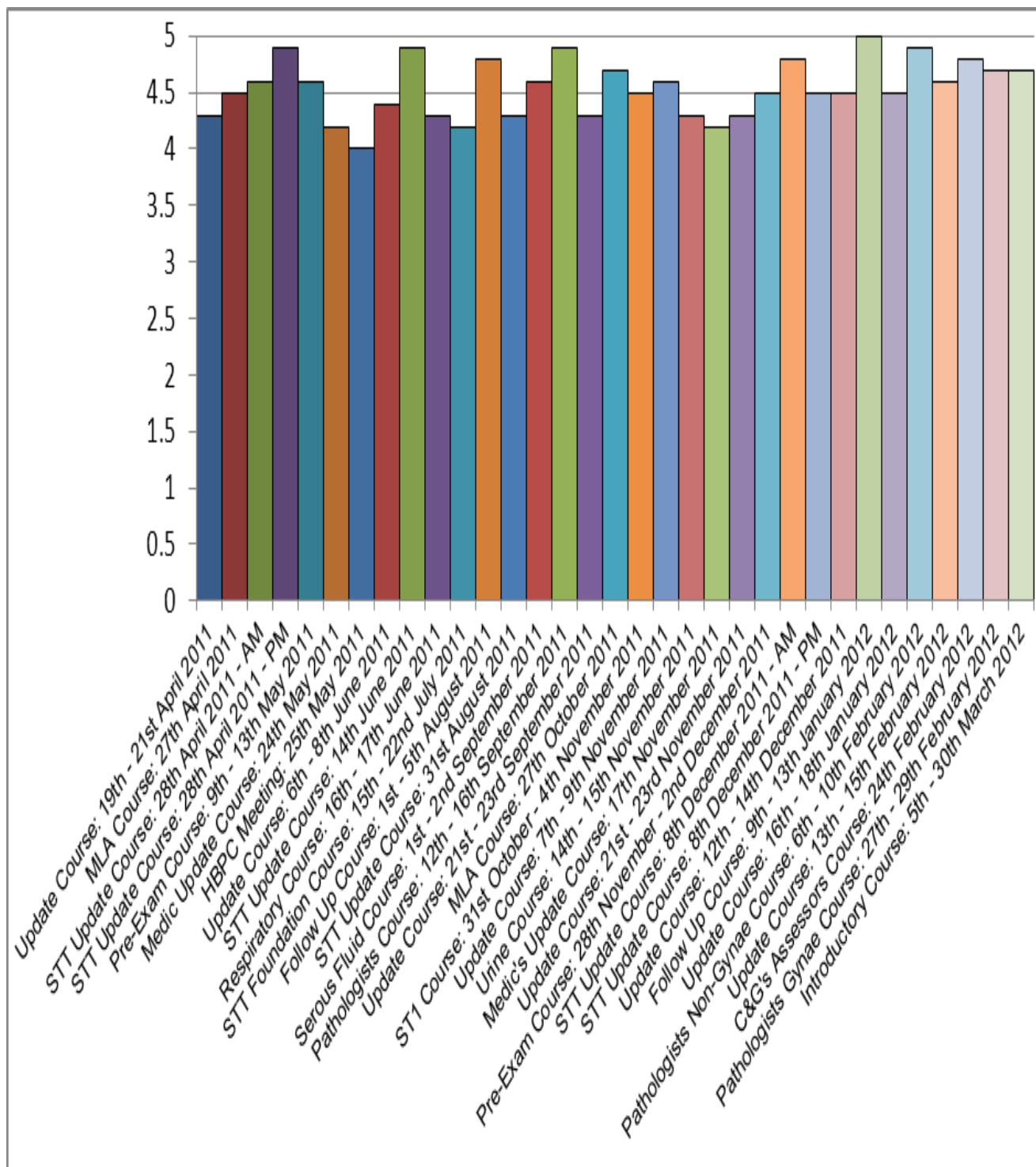
We have now set up a Course Management System called Moodle; this provides us with a powerful platform in which to publish e-learning modules from.

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. To date around 600 persons have undertaken the module.

8) Course feedback

All courses held in 2011/12 except one 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 11/12



9) Appendices

i) Appendix 1: NHS London Contract Performance Indicators (CPI's) 010/11 (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 of 89.7% with a RAG rating of High Amber. Our overall rating was Green with a score for High Amber on one criteria **C2b Collection of NHS Organisation feedback.**

Key areas:

- Feedback is: “A suggestion for next year would be to add an agenda item to the NHS user group meetings to facilitate feedback and report on improvements being made “.
- We have signed up to an action plan for 11/12 to outline the root cause and set in place actions to remedy this administrative error.

(A copy is available on request)

ii) Appendix 2: Annual Course Planner 2012

Course List 2012	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	
January	S	BH	P	P	P	P	S	S	FU	FU	FU	FU	FU	S	S	U	U	U	P	TD	S	S	P	P	P	B	P	S	S	P	P	
February	P	P	P	S	S	PCNG	PCNG	PCNG	PCNG	PCNG	S	S	U	U	U	STF	TD	S	S		NHS	CSP	STT	AT	S	S	PCG	PCG	PCG			
March	P	P	S	S	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	
April	S	TQA	TQA	P	P	BH	S	S	BH	P	P	STU	P	S	S	P	P	U	U	U	S	S	P	P	MLA	B	TOM	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	P	STF	S	S	P	P	P	B	P	S	S	FU	FU
August	FU	FU	FU	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		
Key																																
Prep Work	P																															
Update	U	Smear Taker Update								STU																						
Pre Exam	PE	Smear Taker Foundation								STF																						
Follow-up Course	FU	MLA Course								MLA																						
Respiratory	R	Call / Recall Course- Delete								CR																						
Serous Fluid	S	Training Officers Meeting								TOM																						
Urine	U	BSCC Meeting								BSCC																						
Introductory Course	IC	HBPC Course								HPC																						
Pathologists-Non Gy	PCNG	Seminar Room Booked								B																						
Exam Dates	NHS	Pathologists Course-Gyn								PCG																						
Tuition Day	TD																															
SHO course	ST1																															
TEQA	TQA																															
C&G Assessors	AT																															
Medics/AP Update	MU																															
NHS Service Provider Group	NHS																															

02/03/2012

iii) Appendix 3: LRCTC Activity Statistics 2011/12

Course	Students			Evaluations				Cancelled
	London	Non-London	Total	Returned	Average Score	No > 4	No > 3	
Tuition Day 1 st April 2011	0	3	3	-	-	-	-	-
Update Course 19 th – 21 st April 2011	5	7	12	12	4.3	9	3	2
MLA Course 27 th April 2011	7	2	9	9	4.5	9	0	0
STT Update Course 28 th April 2011 - AM	14	0	14	14	4.6	13	1	4 (NS)
STT Update Course 28 th April 2011 - PM	6	0	6	6	4.9	6	0	3 (NS)
Tuition Day 6 th May 2011	2	1	3	-	-	-	-	-
Pre Exam Course 9 th - 13 th May 2011	2	7	9	9	4.6	7	2	0
Medic Update Course 24 th May 2011	4	5	9	8	4.2	5	3	0
HBPC Meeting 25 th May 2011	17	2	19	14	4	8	6	2
Tuition Day 3 rd June 2011	1	3	4	-	-	-	-	-
Update Course 6 th - 8 th June 2011	6	7	13	12	4.4	9	3	0
Tuition Day 10 th June 2011	4	4	8	-	-	-	-	-
STT Update Course 14 th June 2011	11	0	11	10	4.9	10	0	1 (NS)
Respiratory Course 16 th - 17 th June 2011	8	1	9	9	4.3	6	2	0
STT Foundation Course 15 th & 22 nd July 2011	2	8	10	8	4.2	6	2	1 (NS)

Follow Up Course 1 st - 5 th August 2011	2	3	5	5	4.8	5	0	0
STT Update Course 31 st August 2011	5	1	6	6	4.3	3	2	1 (NS)
Course	Students			Evaluations				Cancelled
	London	Non-London	Total	Returned	Average Score	No > 4	No > 3	
Serous Fluid Course 1 st - 2 nd September 2011	9	1	10	10	4.6	10	0	0
Pathologists Course 12 th - 16 th September 2011	4	3	7	7	4.9	7	0	0
Update Course 21 st - 23 rd September 2011	5	10	15	15	4.3	12	3	0
MLA Course 27 th October 2011	8	1	9	9	4.7	9	0	0
Tuition Day 28 th October 2011	4	4	8	-	-	-	-	-
ST1 Course 31 st October - 4 th November 2011	18	0	18	11	4.5	13	1	2
Update Course 7 th - 9 th November 2011	8	7	15	13	4.6	12	1	2
Urine Course 14 th - 15 th November 2011	10	2	12	12	4.3	10	2	0
Medic's Update Course 17 th November 2011	4	5	9	8	4.2	5	3	0
Update Course 21 st - 23 rd November 2011	11	5	16	16	4.3	15	1	0

Tuition Day 25 th November 2011	0	3	3	-	-	-	-	-
Pre Exam Course 28 th Nov - 2 nd Dec 2011	0	5	5	3	4.5	3	0	0
Course	Students			Evaluations				Cancelled
	London	Non-London	Total	Returned	Average Score	No > 4	No > 3	
STT Update Course 8 th December 2011 - AM	4	0	4	4	4.8	4	0	2
STT Update Course 8 th December 2011 - PM	2	0	2	2	4.5	2	0	1
Tuition Day 9 th December 2011	4	7	11	-	-	-	-	-
Update Course 12 th - 14 th December 2011	4	11	15	15	4.5	14	1	0
Follow Up Course 9 th – 13 th January 2012	2	1	3	3	5	3	0	0
Update Course 16 th – 18 th January 2012	7	6	13	12	4.5	11	1	0
Tuition Day 20 th January 2012	4	3	7	-	-	-	-	-
Pathologists Non-Gynaecological Course 6 th – 10 th February 2012	8	7	15	10	4.9	10	0	0
Update Course 13 th – 15 th February 2012	13	2	15	14	4.6	13	1	1
STT Foundation Course 16 th February 2012	16	0	16	-	-	-	-	-
STT Foundation Course 23 rd February 2012	15	0	15	-	-	-	-	-
C&G's Assessors Course 24 th February 2012	1	3	4	4	4.8	4	0	0

Pathologists Gynaecological Course 27 th – 29 th February 2012	5	1	6	6	4.7	6	0	0
Introductory Course 5 th – 30 th March 2012	1	6	7	7	4.7	7	0	0
Totals	263	147	410	303	4.5	266	38	12