

POLICY DOCUMENT

# **NIMDTA Equality & Diversity Policy For Doctors and Dentists in Training**

2016 (Version 1.1)  
QMG

## Policy Review Schedule

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### Amendment Overview

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# Role of the Northern Ireland Medical and Dental Training Agency

The Northern Ireland Medical and Dental Training Agency (NIMDTA) is an Arm's Length Body sponsored by the Department of Health (DoH) to train postgraduate medical and dental professionals for Northern Ireland. NIMDTA seeks to serve the government, public and patients of Northern Ireland by providing specialist advice, listening to local needs and having the agility to respond to regional requirements.

NIMDTA commissions, promotes and oversees postgraduate medical and dental education and training throughout Northern Ireland. Its role is to attract and appoint individuals of the highest calibre to recognised training posts and programmes to ensure the provision of a highly competent medical and dental workforce with the essential skills to meet the changing needs of the population and health and social care in Northern Ireland.

NIMDTA organises and delivers the recruitment, selection and allocation of doctors and dentists to foundation, core and specialty training programmes and rigorously assesses their performance through annual review and appraisal. NIMDTA manages the quality of postgraduate medical and dental education in HSC Trusts and in general medical and dental practices through learning and development agreements, the receipt of reports, regular meetings, trainee surveys and inspection visits. It works in close partnership with local education providers to ensure that the training and supervision of trainees support the delivery of high quality safe patient care.

NIMDTA recognises and trains clinical and educational supervisors and selects, appoints, trains and develops educational leaders for foundation, core and specialty medical and dental training programmes throughout NI.

NIMDTA is accountable to the General Medical Council (GMC) for ensuring that the standards set by the GMC for medical training, educational structures and processes are achieved. The Postgraduate Medical Dean, as the 'Responsible Officer' for doctors in training, has a statutory role in making recommendations to the GMC to support the revalidation of trainees. Revalidation is the process by which the GMC confirms that doctors are up to date and fit to practice. NIMDTA also works to the standards in the COPDEND framework for the quality development of postgraduate Dental training in the UK.

NIMDTA enhances the standard and safety of patient care through the organisation and delivery of relevant and valued career development for general medical and dental practitioners and dental care professionals. It also supports the career development of general medical practitioners and the requirements for revalidation through the management and delivery of GP appraisal.

NIMDTA aims to use the resources provided to it efficiently, effectively and innovatively. NIMDTA's approach to training is that trainees, trainers and educators should put patients first, should strive for excellence and should be strongly supported in their roles.

## **Contents**

|   |   |
|---|---|
| Policy Review Schedule .....  | 2 |
| Role of the Northern Ireland Medical and Dental Training Agency.....                | 3 |
| 1. Purpose .....  | 5 |
| 2. Principles .....   | 6 |
| 3. Responsibilities .....   | 7 |
| 3.1 Recruitment & Selection of Doctors & Dentists in Training Programmes In NI..... | 7 |
| 3.2 Allocation of Junior Doctors and Dentists to Training Posts.....                | 7 |
| 3.3 Less than full time training.....   | 7 |
| 3.4 Assessment .....  | 8 |
| 3.5 Professional Support.....   | 8 |
| 4. Monitoring .....   | 8 |
| 4.1 Collecting Equality Information.....  | 8 |
| 4.2 Comparing training outcomes.....  | 8 |
| 4.3 Produce an Annual Equality Report .....   | 8 |

# 1. Purpose

Northern Ireland Medical and Dental Training Agency (NIMDTA) Equality and Diversity Policy for Doctors and Dentists in Training has been developed to ensure that there is equal treatment for Doctors and Dentists in adherence with Northern Ireland employment law and that NIMDTA proactively develops a culture which is diverse and where individual differences are valued and respected.

Definition of Equality and Diversity:

- Equality – ‘challenging discrimination, removing barriers faced by people from different groups, and creating a fairer society where everyone can participate and has the same opportunities to fulfil their potential’
- Diversity – ‘recognising, respecting and valuing the differences that everyone has, as well as leveraging the opportunities that different people bring to the work that we do.’

All reasonable steps will be taken to ensure there is no unlawful or unfair discrimination because of Gender, Sexual Orientation, Marital Status, Race, Nationality, Ethnic Origin, Disability, Religion and Age. This is based on the following NI employment legislation:

- The **Sex** Discrimination (NI) Order 1976
- The **Rehabilitation of Offenders** (NI) Order 1978
- The **Disability** Discrimination Act 1995 and the Disability Discrimination (NI) Order 2006
- The **Race** Relations (NI) Order 1997
- The **Fair Employment and Treatment** (NI) Order 1998
- Sex Discrimination (**Gender Reassignment**) Regulations (NI) 1999
- Employment Equality (**Sexual Orientation**) Regulations (NI) 2003
- The Employment Equality (**Age**) Regulations (NI) 2006

In addition under Section 75 of the Northern Ireland Act 1998 NIMDTA as a public sector body complies with:

## **Section 75 (1)**

To have due regard to the need to promote equality of opportunity between:

- Persons of different religious beliefs, political opinion, racial group, age, marital status, or sexual orientation
- Men and women generally
- Persons with a disability and persons without
- Persons with dependents and persons without

## **Section 75 (2)**

To have regard to the desirability of promoting good relations between persons of different religious belief, political opinion or racial group.

## **2. Principles**

The commitment by NIMDTA to Equality and Diversity for Doctors and Dentists in Training is outlined in our Strategic Objective (20):

### **To promote Diversity, Equality and Patient Involvement**

- To ensure Equality is made a central and integral part of the policy making and functional activities of NIMDTA
- To ensure that NIMDTA is committed to the promotion of good relations between people of differing religious beliefs, political opinion and racial group.

NIMDTA wants Doctors and Dentists in Training for whom it has responsibility to be valued and to be treated with dignity and respect.

NIMDTA wants Doctors and Dentists in Training to achieve their full potential.

NIMDTA is committed to Equal Opportunities for all and aims to ensure that no Doctor or Dentist in Training is discriminated against on the grounds of:

- Gender, Sexual Orientation, or Gender Reassignment
- Part time Working
- Marital Status
- Pregnancy and Maternity
- Race, Colour, Nationality, National or Ethnic Origin
- Disability
- Religion
- Age

### **3. Responsibilities**

NIMDTA is responsible for the Recruitment and Selection, Allocation and Assessment of Doctors and Dentists in Training in Northern Ireland and for their support. In managing these key responsibilities NIMDTA ensures that its policies and processes are managed with due regard for Equality and Diversity.

#### **3.1 Recruitment and Selection of Doctors and Dentists in Training Programmes In Northern Ireland**

NIMDTA is responsible for the Recruitment and Selection of Doctors and Dentists to Medical and Dental Training Programmes in Northern Ireland.

Heads and Deputy Heads of School and Training Programme Directors who are appointed by NIMDTA are responsible to managing the Recruitment and Selection process and receive Equality and Diversity training at appointment and this training is updated every 3 years.

All panel members who participate in the Recruitment and Selection process receive Equality and Diversity training which is updated every three years.

NIMDTA has appointed Lay representatives to over-see the Recruitment and Selection process to ensure that it is fair. The Lay Representative provides a report after each Recruitment and Selection process to the Postgraduate Dean. Lay Representatives are provided by NIMDTA with Equality and Diversity training.

NIMDTA provides a Guaranteed Interview Scheme for Disabled applicants and facilitates Reasonable Adjustments for Disabled candidates to attend interview.

Training on Equality and Diversity is also provided to Foundation Doctors in the Generic Skills teaching programme.

#### **3.2 Allocation of Junior Doctors and Dentists to Training Posts**

Allocations to training posts are managed by Heads and Deputy Heads of School and Training Programme Directors on an annual basis. The placement of newly appointed Doctors and Dentists is made on merit based on interview score. Heads and Deputy Heads and Training Programme Directors receive Equality and Diversity Training and make adjustments to the placements where Special Circumstances are declared or information is received via the transfer of information process which requires an adjustment.

Special Circumstances may relate to significant caring responsibilities or a disability. Subsequent placements take into consideration the curricular requirements of the Royal College and the training needs of the Doctor or Dentist.

#### **3.3 Less than full time training**

Doctors and Dentists in Training who wish to train on a less than full time basis to achieve work life balance and facilitate caring responsibilities are supported by NIMDTA to train part-time. This is accommodated by Slot Shares, reduced hours and supernumerary posts. Applications are received by the Head and Deputy Head of School and Training Programme

Director who receive Equality and Diversity Training and manage this process in conjunction with the relevant trust.

### **3.4 Assessment**

The Annual Review of Competency Progression (ARCP) process is managed by NIMDTA's Heads and Deputy Heads of Schools and Training Programme Directors using criteria determined by the relevant Royal College and overseen by a Lay Representative. All panel members receive Equality and Diversity Training and the Lay Representative ensure that the process is fair based on evidence received at the assessment panel.

### **3.5 Professional Support**

Doctors and Dentists in Training are supported in their training programme by the Head and Deputy Head and Training Programme Director who receive Equality and Diversity Training. In addition the Associate Dean for Careers and Professional Development provides additional support for those Doctors and Dentists who are managing health issues or a disability during their training or who are experiencing difficulties in progression during their training. The Associate Dean for Careers and Professional Development receives Equality and Diversity training.

## **4. Monitoring**

To ensure that NIMDTA meets its Equality and Diversity duty for Doctors and Dentists in Training NIMDTA monitors Equality data in a number of ways:

### **4.1 Collecting Equality Information**

NIMDTA collects Equality information from applications to training programmes in Northern Ireland, from candidates who secure places in the training programmes, and from Junior Doctors and Dentists who access NIMDTA's Professional Support services.

### **4.2 Comparing training outcomes**

As part of NIMDTA's ongoing commitment to ensuring Equality in the training programme and in reviewing differential attainment within the training programmes NIMDTA compares training outcomes.

### **4.3 Produce an Annual Equality Report**

NIMDTA produces an Annual Equality report which provides an analysis on access to training programmes through recruitment and progression through training programmes for Doctors and Dentists in Northern Ireland. This report is produced by the Professional Support Unit for discussion at the Quality Management Group.