

RECOGNITION OF PSYCHIATRIC TUTORS AND OTHERS CONCERNED WITH THE PROVISION OF POSTGRADUATE PSYCHIATRIC EDUCATION AND TRAINING

In response to a widespread demand within the College, Council has approved a scheme for granting formal recognition to individuals appointed as Psychiatric Tutors, Specialty Tutors and Organizers in the field of postgraduate education. The College is not concerned in the creation of such posts or in the appointment of individuals to them but in making the tutors' position more formal by providing criteria for their recognition and establishing standards by which they are chosen, and in doing this in a way that will be both acceptable to and welcomed by Universities, Postgraduate Committees, Health Authorities and other appointing bodies.

Principles

1. Since a number of titles are being applied to several types of tutors and regional organizers, it is necessary to define these for the purposes of Recognition:

(a) *Psychiatric Tutor*

An individual identified in his or her hospital, or group of hospitals, as the person responsible for postgraduate psychiatric training and education who is in regular weekly contact with his or her trainees.

(b) *Specialty Tutor*

A psychiatrist practising in the fields of psychotherapy, forensic psychiatry, child and adolescent psychiatry, or mental handicap who is formally regarded in an area or region as a tutor in that subspecialty.

(c) *Academic Organizer*

A psychiatrist usually holding an appointment as senior lecturer in a university department who has been charged with the task of organizing day release courses and similar teaching activities.

2. Criteria for Recognition rest essentially on the suitability of the individual in terms of training and experience for the role to which he or she is appointed, on the availability of the necessary facilities and sessional time, and on behaviour being shown in that role.

3. Care will be taken to ensure that the process of College Recognition will avoid damaging existing arrangements where these are satisfactory. Criteria for Recognition will be sufficiently flexible to allow

for the variations between regions in the organization of postgraduate education.

4. College Recognition of a tutor is intended to strengthen his or her position in the various roles that he or she plays and thereby benefit the trainees whom he or she serves.

5. Every attempt will be made to ensure that every psychiatric tutor or organizer meeting the criteria for Recognition receives it.

6. Recognition will be limited to a maximum of five years. Prolonged periods of service will be acceptable for those who are formally reappointed at the end of a term of office.

7. Lists of tutors and organizers recognized by the College will be published so that Universities, Health Service and other Authorities are aware of the individual tutor's status.

8. The payment of an honorarium or other financial considerations are excluded from the criteria for Recognition as the College cannot impose financial obligations on other bodies. The majority of tutors have made it clear that they consider Recognition and sessional time as more important issues than the payment of an honorarium.

9. The necessary machinery for Recognition is being supervised by the Clinical Tutors' Subcommittee of the Education Committee. Any individual or local committee may appeal against a rejection of an application for Recognition, and this will be referred to a special panel comprising the President, Dean, Registrar, and the Sub-Deans of the College. It is anticipated that refusal of Recognition will be an uncommon event.

Criteria for Recognition

a. *Training and Experience.* With few exceptions tutors will be holding a consultant appointment or carrying honorary consultant status in the case of University staff. It is clearly necessary that no one should be allowed to become a tutor before the completion of higher psychiatric training and almost without exception they would be Fellows or Members of the College. Experience in undergraduate and/or postgraduate teaching in psychiatry will be a prerequisite of appointment as a tutor.

b. *Mode of Appointment.* Appointment by a University, the British Postgraduate Medical Federation, a Regional or Area Postgraduate

Education Committee or by a Local Committee (e.g. by a Division of Psychiatry) will be acceptable. It is hoped that, whatever method of appointment has been adopted, it has been made with the advice and full consent of colleagues.

c. *Sessional Time.* In the case of psychiatric tutors the importance of sessional time is established in the criteria, but it will not be allowed to cause delays in the granting of Recognition of a tutor since there are difficulties in allowing for this in a contract of employment. The important factor is to ensure that there is local recognition of the need for the tutor to devote a minimum of two sessions a week to his or her duties. The time which a tutor will devote to various activities will vary considerably with the number of trainees for whom he or she is responsible. The College in its assessment will be interested in the time devoted to administration (including the preparation of reports and discussions of trainees' progress with other trainers), face-to-face teaching and face-to-face counselling with individual trainees.

d. *Activities.* In applying for Recognition, tutors should be able to demonstrate that they are operating active programmes of teaching, including Case Conferences, Seminars and Lectures, Journal Clubs and Research Review Meetings. Where local resources are inadequate, they should have the ability to arrange specific teaching or experience for their trainees elsewhere. In the case of specialty tutors and academic organizers it is necessary for the individual to describe the activities and responsibilities arising from that role alone.

e. *Communication with Colleagues.* To merit Recognition a tutor should be regularly meeting other psychiatric tutors, specialty tutors and advisers in their region as well as a senior member of the nearest Academic Department of Psychiatry. There should be regular contact with tutors in other disciplines, including those actively involved in vocational training schemes for general practice.

f. *Management Roles.* Wherever possible the tutor should be a member of the local committee for Postgraduate Education and Training and the relevant Sub-Committees. His or her presence on the Library Committee should enable a steady pressure to be maintained for good Library facilities. He or she should be expected to keep abreast of education technology and to endeavour to provide appropriate audio-visual aids and special opportunities for the trainees. On local Health Service Committees the tutor should be regarded as the active spokesman to the interest of the trainees.

Procedure for Recognition

Application for Recognition as a Psychiatric Tutor, Specialty Tutor or Academic Organizer should be made on the same form which is obtainable from and returnable to: *The Secretary, Education Committee, The Royal College of Psychiatrists, 17 Belgrave Square, London SW1X 8PG.* A form is being sent to all tutors already known to the College.

The form has been designed primarily for Psychiatric Tutors. Specialty Tutors and Academic Organizers may therefore find some of the questions irrelevant. The majority of questions asked are necessary in order to apply the various criteria for Recognition. However, on this first occasion in which the recognition process is being carried out the College is taking the opportunity to make specific inquiries about the work and problems of tutors. This will permit comparison with surveys carried out in 1970 and 1974 and demonstrate any changes which may have occurred during that period.

It is appreciated that Regional Advisers play an extremely active part in the field of postgraduate education, but as they are already recognized by the College application for them is unnecessary although they will be included in lists which are published of recognized individuals.

In order to implement the scheme as quickly as possible and to avoid upsetting existing arrangements in any way, TEMPORARY RECOGNITION will be granted for the first two years. By the end of this period it is hoped that FULL RECOGNITION will have been granted to everyone who is entitled to it. Thereafter PROVISIONAL RECOGNITION will be offered in cases where tutors fall short of meeting the necessary criteria but are in a position to improve their situation. Such a mechanism is designed to assist tutors particularly where they are encountering local resistance to improving their conditions, e.g. the granting of adequate sessional time.

Where Recognition is refused by the College a Letter of Appeal should be addressed to the Dean in the first place who will then refer it to the Special Panel for reconsideration.

Following Recognition a Tutor or Organizer will receive personal notification from the Dean of the College and thereafter will be entitled to refer to it publicly throughout the term of office.

From time to time the College will publish a list of Recognized Tutors and Organizers.

KEN RAWNSLEY
Dean

E. B. O. SMITH
*Honorary Secretary,
Clinical Tutors' Sub-Committee*