

## Regional Education Advisors (REAs)

### Guidance

*to be read together with the REA Job Description  
and Guidance on Regional Teams and their Members*

Regional Education Advisors (REA) are appointed to represent The College in the sphere of Education within their Region. They lead and work closely with the RCOphth Regional Team to promote excellence in education for:

- Ophthalmologists at all stages in their careers and across all their roles
- Non-medical Ophthalmic Professionals
- Students, trainees and specialists from other specialties learning about Eye Care

They lead the College's Regional Team responsible for facilitating and overseeing the cascade and delivery of education in the Region, and supporting the profession.

### The RCOphth Regional Team

The REA leads the RCOphth Regional Team. Regional Team Members each have responsibility for education in a particular field of interest which they support and develop in their region, and for which they are the main route of communication and cooperation with The Royal College.

RCOphth REGIONAL TEAM MEMBERS		
Group	Role in the RCOphth Regional Team	Appointment or other positions held
Chair	Regional Education Advisor (REA)	<i>Appointed by RCOphth; Advanced Trainers &amp; Educators Group (Adv TTT)</i>
Other RCOphth Reps	Regional Representative (RR)	<i>Seat on RCOphth Council</i>
	Regional SAS Representative	<i>Seat on SAS Group</i>
	Regional Trainee Representative	<i>Seat on Ophthalmologists in Training Group (OTG)</i>
Training Leads	Head of School (HoS)	<i>Joint appointment by RCOphth and The School</i>
	Training Programme Director (TPD)	<i>School appointment, on behalf of RCOphth</i>

Regional Education Leads	Regional Undergraduate Education Lead	<i>May have a University role</i>
	Regional Postgraduate Education Lead	<i>Usually runs the Teaching Programme</i>
	Regional Exams Advisor	<i>RCOphth Examiner</i>
	Regional CESR Lead	
	Regional Simulation Lead	
	Regional Training The Trainers (TTT) Lead	<i>Member of RCOphth TTT Faculty</i>
	Regional Management & Leadership Advisor	
	Regional Research Advisor	<i>Usually has a University role</i>
	Regional Mentoring & Buddying Lead	<i>Can be within role of REA</i>
	Regional OCCCF Lead (Multiprofessional)	<i>Can be non-medical professional</i>

## **Lead the RCOphth Regional Team**

### **Identify or ensure the appointment of the Education Leads**

Education Leads should be identified or appointed from eligible Ophthalmologists or Ophthalmic Professionals within the region by an appropriate process. The process should be as simple and efficient as possible, whilst giving opportunity to those who are interested and ensuring that opinion is sought from ophthalmologists in all units of the region. It should involve:

- informing potential candidates, College Tutors and relevant ophthalmologists in each unit of the roles available, so they can encourage colleagues to be involved
- if there is no alternative appointments process, and there is more than one obvious candidate, they should seek a consensus by:
  - a) encouraging the candidates to discuss it between themselves
  - b) canvassing opinions of College Tutors and other relevant ophthalmologists in each unit
- if a consensus cannot be reached, they should invite self-nominations which are assessed by a panel chaired by the REA and comprising the College Tutor from each unit. Face-to-face interviews should be avoided if possible
- informing ophthalmologists in the region of the list of Regional Leads
- opportunities should be provided for others to take on the role, at least every 3 years

### **Promote cooperative working amongst members of the Regional Team**

The REA should promote cooperative working amongst the Representatives, Leads and Advisors to facilitate the integrated delivery of education in the region, particularly for:

- clinical competencies
- general professional capabilities – including teaching and training, research and quality improvement, management and leadership
- simulation
- specific teaching for exam, CCT and CESR candidates

This may involve:

- work with the Regional Team to identify priorities or create an effective strategy for the promotion and delivery of education
- communicating with the Regional Team and members to coordinate and promote educational events
- facilitating Regional Leads to support each other in the delivery of their area
- ensuring that a variety of educational events and opportunities are suitable and accessible for all grades of ophthalmologist, the ophthalmic professions and other specialties delivering eyecare

### **Encourage connections between members and The College**

The REA should encourage Regional Leads to connect with:

- College Leads in their area on the Education and other Committees
- Members and staff in the region

### **Support Regional Team Members**

The REA should work with the individual Regional Leads to:

- support them in the delivery of the areas of education and training for which they are responsible
- encourage them to liaise with other Regional Team Members and the College Lead in their area to develop their skills and ideas, and to feed back to the Education Committee and The College
- support educational events in the region, particularly the Regional Teaching or Study Days, attending where possible; and cascaded events

### **Promote the Regional Cascade of National Events**

The RCOphth supports the education of its members and others through the organisation and delivery of Educational courses, Skills courses and Seminars in addition to The Annual Congress. The College aims to make these opportunities more accessible to members and other professions in a variety of ways, including as local events or resources, or locally as part of a national event.

The REA should work with the individual Regional Team Members to:

- encourage members and others to access on-line educational material through RCOphth or e-learning for health (e-lfh)
- cascade locally, under the RCOphth banner, the material from RCOphth national courses, once they are trained to do so
- develop the facilities and processes required for Tele-Learning, including simultaneous local participation in centrally-organised events, and support the delivery of these sessions

## **Support Educators and Trainers in the Region**

The REA facilitates the education of both trainees and trainers in the region, and supports trainers in their role.

### **Represent Education and The College**

In the Region, the REA represents both Education and The College:

- as a member of The School Board, attends their meetings
- attends visits to ophthalmology departments by external agencies (eg: The School, LETB, RCOphth) related to education and training

### **Role in appointing, leading, supporting and developing College Tutors**

The REA has a role in appointing, leading, supporting and developing College Tutors by:

- overseeing the local process of appointment of College Tutors by notifying The College of future vacancies in a timely manner, supporting units in their appointments process, and notifying The College of the appointee
- providing local leadership for the support and development of College Tutors on behalf of the Education Committee
- assisting College Tutors in the resolution of problems that may be solved at regional level

### **Support Training The Trainers (TTT)**

The REA supports Training the Trainers:

- acquires professional development for their REA role by attending the RCOphth Advanced Training the Trainers (TTT) Courses twice a year, as a member of the RCOphth Advanced Trainers and Educators Group
- supports the Regional TTT Lead to cascade the Regional TTT Programme from The College, with input from the TPDs and HoS. The Training the Trainers courses develop trainers and educators of all grades and ophthalmic professions through a range of modules including Teaching and Learning, Supervision and Management of Training Programmes.

### **Support the OCCCF Programme**

The Ophthalmic Common Clinical Competency Framework (OCCCF) is a Multiprofessional Training Programme for postgraduate optometrists, orthoptists and ophthalmic nurses in secondary care. The competency-based programme is lead and delivered in the workplace by a Regional OCCCF Lead, Unit OCCCF Leads, Educational Supervisors and Clinical Supervisors who may be from any of the four professions. The role of the REA is to:

- encouraging Regional Leads to include non-medical professionals in their programmes, and adapt material for them where necessary
- ensure the support of the OCCCF Trainers through the regional and national TTT programmes

- directly advise and supervise a Regional OCCCCF Lead from a non-medical profession, as the programme has similar aspects to ophthalmology training

### **Support the Development of Ophthalmologists in the Region**

The College recognises the importance of supporting ophthalmologists in their personal and professional development throughout their career, and especially at times of transition or particular need. This is in addition to existing mechanisms of appraisal and supervision.

This role may be primarily held by the REA, or they may collaborate with, or support a Regional Mentoring and Buddying Lead who has more specific experience or expertise in this field. The REA will either lead or facilitate:

- buddying programmes where an ophthalmologist is paired with a colleague of greater experience who can provide support and guidance
- identifying and directing towards alternative sources of help and support within the Trust, Deanery or externally
- incorporation of mentoring skills into the activities of teachers, trainers, supervisors, appraisers, managers and leaders

Additionally, the REA will be expected to update members in the region with a list of those comprising the regional team. They should help members contact the appropriate Regional Lead if help is sought.

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