

Improving Global Health through Leadership Development:

Frequently Asked Questions

These FAQ's are divided into five sections:

- **Eligibility**
- **Application**
- **Pre-placement**
- **Placement**
- **Post-placement**

Eligibility

➤ **Who can apply to the programme?**

- NHS employees across **Heath Education South (Wessex, Thames Valley and South West)** from a clinical or non-clinical background with an interest and enthusiasm for developing their leadership skills in a challenging and unfamiliar resource-poor environment.
- Applications are considered on a case-by-case basis, but doctors and dentists must have completed FY2 as a minimum. Experience of working in a Band 6 role in the Agenda for Change scheme for all others.
- Applicants are usually early to mid career.

Application

➤ **How can I apply to the programme?**

- To apply for a Fellowship in the first instance please register your interest by emailing igh@twleadershipacademy.nhs.uk .
- When the programme is recruiting you will be sent an application form to complete together with a role description. You must submit your completed application by email to IGH together with your CV by the date given.
- If you are short-listed you will be asked to attend a formal interview. Please note that you will need to have agreement from your line manager (or programme manager if a Doctor in a training post) to apply and to support your participation in the scheme.

➤ **I've not worked in a developing country before, can I still apply?**

- Yes, definitely. Support will be given to you both pre-departure and in-country to make the best use of your skills. However, previous experience of working/travelling in a developing country is very helpful as is working with people from a mix of cultures in the UK.

➤ **I am a locum healthcare worker - can I still apply?**

- Yes

Pre-placement

➤ **Where are your present placement sites?**

- We currently have placements in Yangon, Myanmar and in George, Western Cape and East London, Eastern Cape, South Africa - please see the website for more information

➤ **How long is a placement overseas?**

- Overseas placements are for six months, and there are four compulsory training days to attend before placement.

➤ **What will I be doing on placement?**

- There are a wide variety of projects in both rural and urban settings which are hospital and community based. Fellows work in partnership with local teams, supporting them to deliver their annual work plan; you will NOT be providing direct clinical care. Working under the guidance of the UK and local teams you will lead a project or projects relevant to your expertise. Some of the project work is focussed around education and training of local staff; other projects assess and audit local health needs and build the capacity and capability of local staff through partnership work using quality improvement methods.
- Projects are based on achieving the Sustainable Development Goals (SDGs). The programme is continuously evolving and you may not know what project you will be working on until your placement.

➤ **Can you provide some examples of recent projects?**

- Implementing a system for retinal screening of diabetic patients in Yangon, Myanmar
- Improving antibiotic stewardship at George Hospital, Western Cape, South Africa
- Improving patient safety, quality of clinical care and patient outcomes through system strengthening in the internal medicine department of Celia Makiwane Hospital and Frere Hospital, East London, Eastern Cape, South Africa

➤ **Will I get paid during my placement? How much?**

- You will receive a stipend each month during your six-month overseas placement. The amount varies per placement site (range is £800 to no more than £1,000). You are expected to cover your personal costs whilst on placement, including accommodation.

➤ **Who will pay my stipend?**

- You will be hosted by Southern Health NHS Foundation Trust.

➤ **Does my Fellowship count as NHS employment in terms of incremental pay rises?**

- No

➤ **Do I get my annual leave while I am away?**

- Yes. You are entitled to your normal NHS annual leave allowance. This should be taken during your placement period, the dates being agreed with our Overseas Partner. **If you do not take the annual leave accrued during your placement it will be forfeited.**
- The in-country public holidays should be considered and taken as part of your annual leave allowance. This is due to the total high number of local public holidays at all placement sites.

➤ **Are my flights and transport paid for?**

- Your economy class flights and airport tax will be paid for. In-country transport costs to and from the airport, such as taxis, will be covered by the IGH programme but you may have to pay for the costs first and then reclaim the money back by submitting an invoice. You will be expected to cover UK transport costs such as transport to the airport.
- Travel during your placement, for the purposes of the agreed project work, will be met by our Overseas Partners.

➤ **What is my luggage allowance?**

- This depends on the airline you travel with and will be their normal economy-class allowance.

➤ **How do I get the correct visa?**

- You are responsible for obtaining any visa or other clearance or permission that is required in order to allow you travel on placement for the purposes of your placement.
- IGH will reimburse you for the application costs that you may incur in relation to obtaining any required visa if this is not done centrally through a service commissioned by IGH.
- Passports should be valid for at least six months beyond your proposed return date and have at least two unused pages for endorsement.

➤ **Do I have to organise and pay for my own vaccinations and anti-malarials?**

- You are required to participate in an assessment of your medical fitness to travel and work abroad undertaken by a recognized travel clinic or your own GP and for obtaining and funding any medication, vaccination required prior to your departure and during your project assignment, including medications required for pre existing conditions.
- You must confirm in writing or email to the IGH team that you understand that you are responsible for acquiring your own medication, and submit evidence letting us know that you have sought and acted on medical travel advice. ***This is a requirement of the IGH health insurance policy.***

➤ **Am I covered by indemnity insurance while I am working?**

- You must provide evidence that you have contacted your professional organisation/body and that they will cover you for overseas work. For doctors the main organisations providing indemnity cover are the MDU and MPS. For other health care professionals indemnity cover is normally automatically included if you are a member of your professional organisation. The Royal College of Nursing, the Chartered Society of Physiotherapists, British Association of Occupational Therapists and Unite have all provided Fellows with indemnity cover whilst on placement.
- *We need a copy of your documents confirming your cover whilst on placement prior to your departure as per the country checklist. Your organization may inform you that you do not need additional cover – please nonetheless inform us with evidence of this communication*

➤ **What is my time commitment pre-placement?**

- Before departure you will be expected to participate in four days of pre departure meetings, including the two-day residential mandatory induction days and a two-day residential leadership development course. These will equip you with the requirements of the placement: service improvement tools, an overview of the educational plan, leadership skills, team working, and information about projects in our Overseas Partner countries. You will also be allocated a UK based Mentor to support your development.

➤ **What contact will I have with my Mentor?**

- You will have at least one face-to-face meeting prior to departure with your Mentor as part of your pre-deployment induction, to discuss your leadership development plan. You will agree a means for making regular contact whilst on placement with your allocated Mentor.
- On return from the placement each Fellow will have a face-to-face session with their Mentor to reflect on their experience, review their learning agreement and discuss the final report.

➤ **What educational requirements are made of the Fellow?**

- Details can be found in the IGH Fellows Handbook (disseminated after successful application) which describes in detail the requirements and expectations made of the Fellow from an educational and development perspective. There are a number of formal, written reports and online assignments that need to be submitted to IGH for the purposes of evidence of personal development, accountability for the programme as a whole, and for evaluation and monitoring purposes.

➤ **What leadership development training can I expect prior to placement?**

The following training opportunities are funded by IGH and are compulsory for Fellows:

- Attendance at and participation in the two-day Leadership Development Centre course

- Completion of the online Edward Jenner leadership programme

Placement

➤ **Can I take my family with me on placement?**

- No. Work on placement may be carried out in remote rural areas and it is impossible for Fellows to be accompanied by other family members, especially children. Our Overseas Partners are very clear about this.

➤ **Am I covered by health and general insurance?**

- You will be fully insured for the duration of your contract. This will include short breaks during your placement, as long as you remain in the same region. Longer periods of travel before or after your placement will not be covered.

➤ **What happens if I get sick or have an accident?**

- Inform the Overseas Partner and the insurance company as soon as possible and take instructions from them as to where to go for treatment. You will be sent a copy of the IGH Schedule and Certificate of Insurance with all the necessary details. Please make sure you make a note of the 24 hour emergency medical number and have it on you at all times. Please also let the IGH team in the UK know if you make a claim

➤ **What type of accommodation can I expect to live in?**

This varies from site to site, but generally accommodation is basic but adequately comfortable and secure, with 24-hour electricity, running water, and mosquito nets if required.

➤ **Do I have to pay for accommodation? How much does it cost?**

- Yes, you are expected to pay for your accommodation, approx costs below:
 - Yangon, Myanmar: approximately £330 per person per month
 - East London, South Africa: approximately £250 per person per month
 - George, South Africa : approximately £130 per person per month
- (Please note - all of the above costs are subject to change)

➤ **What transport will I use in country?**

- While doing project work your transport will be organised by the Overseas Partner. It may be a bicycle, motorcycle, car which you drive, taxi or organisation vehicle with driver depending on the site.

➤ **What communication will I have in country? Is a mobile phone supplied?**

- Mobiles are readily and cheaply available in all countries, and intermittent internet access will be available using internet 'dongles' or in some cases, Wi-Fi

➤ **Should I take out my own laptop?**

- Yes, it is strongly recommended to take out your own laptop. Access to office computers may be limited or shared

- **What is the dress code?**
 - The general rule for men and women is to dress modestly and respectfully, depending on whether you are in the office, in health facilities or in the field.
- **Can I socialize with local staff?**
 - While you are overseas you are acting as an ambassador for the NHS. You are encouraged to socialise with work colleagues but in a responsible and professional manner, including out of work time.
- **Can I have a local boyfriend/girlfriend?**
 - No. Close intimate relationships with local people during your placement is forbidden
- **Can I have visitors?**
 - Yes, for short visits only, following discussion and agreement with the other Fellows on placement with you. This might appear obvious but unfortunately we have had incidents where this common courtesy has been ignored. Also please notify the Overseas Partner.
- **Are there any risks?**
 - Thames Valley and Wessex Leadership Academy and our Overseas Partner organisations take your security and safety as a Fellow seriously. Before placing anybody as a Fellow, we make an independent judgement that security risks are at acceptable levels. Avoiding unacceptable risk and minimising acceptable risk once you are on placement is a duty and responsibility shared by you, Thames Valley and Wessex Leadership Academy and our Overseas Partners.
 - By choosing to work in a different country and culture, you accept a potential increase in personal security risk posed by a new and unfamiliar environment. You are responsible for briefing yourself on security and safety and ensuring you are satisfied with the information you receive before you go. For up to date travel advice we advise all Fellows to familiarise themselves with the latest information on the Foreign and Commonwealth office website <https://www.gov.uk/foreign-travel-advice>.
 - At the induction we will discuss what to do in the event of an accident or emergency on placement. The IGH incident plan can also be found in your Fellows Handbook - please familiarise yourself with the emergency procedure prior to your placement.
- **Is there a Code of Conduct for Fellows?**
 - We ask you to abide by our Fellows Code of Conduct (supplied after successful application)
 - You are required to have a current DBS (formerly CRB) certificate which will need to be provided to IGH.

Post-placement

➤ **Can I go travelling at the end of my placement?**

- Yes – but you will normally be liable for charges incurred with changing flight dates if it is for your own convenience, as well as covering and arranging extra insurance.
- Please be advised that if you are acquiring your own insurance, general trip cover often starts and ends from the United Kingdom. However several travel insurance companies offer travel insurance whilst already overseas, allowing you to start the insurance cover when your IGH contract concludes and covering you until you return to the UK:
 - www.worldnomads.com
 - www.work-and-travel-insurance.com
 - www.worldwideinsure.com
 - www.globelink.co.uk

➤ **What are my commitments post-placement?**

- On return to UK you will be expected to complete any outstanding assignments as detailed in the Fellows Handbook, meet with your Mentor, and make a short evening presentation to future Fellows and others allied to the programme.

➤ **Can I submit my project or experience for publication?**

- Several Fellows have published and presented about their experiences on the Improving Global Health programme. We support and encourage this. Please seek approval from the IGH team and Overseas Partner before publishing any material connected with your placement

Further information can be found on the website or discussed at one of the regular evening meetings. If you still have questions having read this information, please contact igh@tvwleadershipacademy.nhs.uk