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As an internationally renowned, world leading centre for research and training, Imperial College Academic Health Sciences Centre (AHSC) is keen to attract and cultivate the brightest and most promising clinical academic researchers at all stages and in all healthcare professional careers. The Imperial AHSC (a partnership of Imperial College London and Imperial College Healthcare NHS Trust) offers a wide range of opportunities and support activities to enable aspiring research interested clinicians to become involved in research and education, and to work alongside internationally established researchers. The Imperial AHSC works closely with other major Trusts such as Royal Brompton and Harefield NHS Foundation Trust in this role.

The Clinical Academic Training Office (CATO) has been established to provide a centralised pan-professional academic training hub across the AHSC. CATO is the single point of contact for trainees and healthcare professionals (medical and non-medical) and between Imperial and Imperial College Healthcare NHS Trust for advice and information on academic careers, recruitment, training and funding. This guide provides an overview of our clinical academic training schemes and related education/research support activities – offering information and practical advice for those considering or about to start an Imperial scheme, or for those already embarked upon clinical academic training.

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Welcome to the first edition of the Clinical Academic Training Guide, from the Clinical Academic Training Office at Imperial College’s Academic Health Sciences Centre (AHSC).

The Imperial College AHSC offers a wide range of opportunities and support activities to enable clinicians to become involved in research and education, and to work alongside internationally renowned clinical academics. This guide explains clinical academic training schemes where postgraduate medical trainees can continue their clinical training whilst simultaneously undertaking original research and developing their academic skills. The guide also provides an overview of the academic research opportunities available to healthcare professionals in Nursing, Allied Health Professions, Midwifery, Pharmacy and Healthcare Science.

The purpose of the guide is to explain how clinical academic training activities are supported and organised at Imperial College London and to provide relevant information to a range of users: prospective clinical academic trainees, current clinical academic trainees, clinical academic supervisors, prospective and current clinical academics from nursing, allied health professions, midwifery, pharmacy and healthcare science, and funders/sponsors and other organisations involved in the field of clinical academic training. Many people may be considering NIHR supported Academic Foundation Programmes, Academic Clinical Fellowships, Academic Clinical Lecturer programmes, Imperial College London supported non-medical pre-doctoral and post-doctoral fellowship and NIHR supported non-medical clinical academic training opportunities, and this guide should help all these individuals. We hope you find this guide useful.

Introduction: The aims/purpose of this guide
Clinical academic training activities (or integrated academic training: IAT) at Imperial are coordinated and overseen by the AHSCs Clinical Academic Training Office (CATO) and managed on a daily basis by colleagues in Imperial departments or the North West Thames Foundation School.

The CATO team

CATO is the centralised pan-professional academic training hub and the main point of contact for clinical academic trainees (medical and non-medical) and between Imperial College London and Imperial College Healthcare NHS Trust, for advice and information on academic careers, recruitment, training and funding. CATO has oversight of current clinical medical academic training schemes, manages individual funding for academic trainees, manages bidding rounds for NIHR/Wellcome CAT schemes, coordinates conferences and educational support activities and supports the development of non-medical clinical academic schemes and academic initiatives.

CATO activities and priorities are guided by the CATO Committee which meets 3 times each year and has representation from all major medical/non-medical specialties, Imperial, Imperial College Healthcare Trust, the Biomedical Research Centre and other external stakeholders. Dr Jeremy Levy is Director of CATO. The programme is managed by Samantha Hobbs and supported administratively by colleagues in the CATO team.

The CATO team is located in the AHSC Directorate Offices at Hammersmith Hospital. Further details about support available for Clinical Academic Trainees at Imperial can be found on the CATO webpages (at www.imperial.ac.uk/medicine/study/clinical-academic-training-office) or by contacting the team directly on 020 331 31373/37397 or by email (at cato@imperial.ac.uk).

The North West Thames Foundation School team

Academic Foundation Programmes for doctors are managed by the North West Thames Foundation School (NWTFS) which is a partnership between Imperial College London and Health Education North West London. The School is based at Health Education North West London in Russell Square. Dr Channa Jayasena is the Academic Director supported by the administration team. Further details can be found on the NWTFS website (at www.imperial.ac.uk/medicine/study/nwtfs) or by email (at NWTFS@NWL.hee.nhs.uk) or phone: 020 7125 7294.

Imperial College London departments

There are 6 academic departments at Imperial known as Schools, Institutes and Divisions (SIDS), each of which is divided into sub specialty teams with designated Administrators, HR Leads and Clinical Academic Leads who work together to coordinate clinical academic training programmes (medical) on a day to day basis.

- Department of Medicine
- Department of Surgery and Cancer
- Institute of Clinical Sciences
- National Heart and Lung Institute
- School of Public Health
- Institute of Global Health Innovation
Clinical academic training for doctors
What is clinical academic training?

Clinical academic training schemes enable doctors to continue medical training programmes in a broad range of clinical specialties whilst simultaneously learning to carry out research alongside internationally renowned clinicians. The aim of clinical academic training is to provide clearly structured research and academic opportunities at various stages during clinical training where doctors have a protected proportion of time to focus on research or educational projects and develop research methodologies and other academic skills. A fundamental aim is to complete a PhD during this period (which will be a full time period of research) and to subsequently progress as senior clinicians continuing research.

The majority of clinical academic training opportunities are funded by the National Institute for Health Research (NIHR) through the Integrated Academic Training Pathway (IAT) for doctors and dentists in training. The NIHR IAT pathway supports academic clinical career opportunities at the Academic Clinical Fellow (ACF) and Academic Clinical Lecturer (ACL) Levels. A number of additional Imperial-specific ACL opportunities may also be available and funded locally by Imperial each year. These will be structured along similar lines to the NIHR opportunities and will be subject to the ongoing availability of funding.

Academic training opportunities are also available at Imperial to doctors in the Foundation Programme (AFP).

Academic training schemes, fellowships and other clinical research opportunities for other healthcare professions (Nursing, Allied Health Professions, Midwifery, Pharmacy and Healthcare Science) are described in Section 2 of this guide and are increasingly being developed and supported by the NIHR and Imperial AHSC. These include internships, Master’s programmes, PhDs and Clinical Lecturer programmes.

Clinical academic training programmes at Imperial College London

Imperial College London works in partnership with Imperial College Healthcare and other associated NHS Trusts to host the NIHR clinical academic training schemes. As one of the largest NHS Trusts in the country Imperial College Healthcare provides clinical care and services in a broad range of specialties and as such our Academic Training opportunities are available to trainee doctors in most GMC defined specialties.

Academic Foundation Programme

Academic Foundation Programmes give medical school graduates the ability to both attain the clinical training required of them as part of their Foundation Programme, as well as receive an introduction to academic medicine. Managed through the North West Thames Foundation School, working together with the Faculty of Medicine at Imperial College London, up to 28 Academic Foundation Programme places are available each year. Recruitment to the AFP is managed nationally through the UK Foundation Programme Office (at www.foundationprogramme.nhs.uk/pages/home/keydocs) and usually opens in Sept/October for posts starting the following August. (See Section 1b/applying for academic training.)

Features of the Academic Foundation Programme include:

- Providing foundation doctors with the opportunity to develop research, teaching and leadership/management skills in addition to the basic competencies outlined in the Foundation curriculum
- A 4-month academic placement as part of the second year of Foundation training (F2) across a number of departments ranging from Anaesthetics, Clinical Genetics, Medicine, Metabolic Medicine, Paediatrics, Primary Care, General and GI Surgery and Vascular Surgery
- All appointed AFP trainees will be allocated a Mentor/Academic Clinical Supervisor throughout the year
- A core academic teaching programme delivered throughout the year designed to develop academic skills
- Opportunities to share learning, experiences and opportunities and attend an annual AFP conference

For further information about the AFP please visit the NWTFS website (at www.imperial.ac.uk/medicine/study/nwtfs/academic-programmes).

NIHR Academic Clinical Fellowships (ACF)

The ACF programme is aimed at medical trainees usually without a higher degree (PhD/MPhil) with the aim of preparing them to obtain a Clinical Research Training Fellowship or other funding to complete a PhD/MD (Res). Trainees who already have a higher degree may also apply. Imperial usually has around 20 ACF opportunities available each year in a range of clinical specialties. The recruitment process is managed nationally by London Recruitment, Health Education England and the NIHR, and recruitment windows usually open in November/December for posts starting in the following September (see 1b Applying for IAT). ACF opportunities are available in different specialties each year.

General features of the ACF programme include:

- Appointment to ACF programmes is usually at ST3 level (Specialty Trainee) but may be at CT1, ST1, ST2, ST3 or ST4 depending on the specialty
- ACF posts are for a fixed term of 3 years
- ACF posts are designed to include 25% time learning and carrying out research, usually as 3 month blocks per year, combined with 75% time in clinical training
- ACF post holders remain employed by an Imperial College Healthcare associated Trust throughout the programme and also have an honorary contract with Imperial College London

In previous years approximately 90% of ACFs have gone on to win Clinical Research Training Fellowships (CRTF) and undertake
PhDs. An ACF scheme is not the only route into Clinical Research Training Fellowships but does provide the easiest opportunity to learn basic research skills and submit a high quality application to funding bodies.

For further information about ACF schemes please visit the Integrated Academic Training pages of the London LETBs website (Local Education and Training Boards) (at [www.lpmde.ac.uk/recruitment/integrated-academic-training](http://www.lpmde.ac.uk/recruitment/integrated-academic-training)).

### NIHR Academic Clinical Lectureships (ACL)

This programme is aimed at medical trainees who possess a higher degree (PhD/MPhil) and have a commitment to an academic career. The ultimate aim is to prepare trainees to obtain a Clinical Scientist Fellowship or a Senior Clinical Lectureship post. Imperial usually has around 7 ACL opportunities available each year in a range of clinical specialties. The recruitment process is managed nationally by London Recruitment, Health Education England and NIHR and recruitment windows usually open in November/December for posts starting in the following September (see 1b Applying for IAT). There are often further recruitment rounds.

General features of the ACL programme include:

- Appointment to ACL programmes is usually at ST3 level and above depending on the specialty
- ACL posts are for a maximum of 4 years. The end date will be determined either by the end of the 4 year period or by the date of a receipt of medical trainee's Certificate of Completion of Training (CCT)
- ACL posts are designed to include 50% time carrying out research combined with 50% time in clinical training
- ACL post holders are employed by Imperial College London throughout the programme and also have an Honorary contract with Imperial College Healthcare Trust or other Trust appropriate to their clinical training.

For further information about ACL schemes please visit the Integrated Academic Training pages of the London LETBs website (Local Education and Training Boards).

### Imperial College London Clinical Lectureship scheme (ICCL)

Introduced in autumn 2015 and backed by funding from Imperial College London and the Wellcome Institutional Strategic Support fund, up to 5 ICCL posts will be available each year. Uniquely, these opportunities will be in almost any clinical specialty and at any level above ST3 (ST1 for GPs). They have been designed to be matched with NIHR funded posts and their structure and eligibility criteria will follow the usual NIHR conventions described above. The aim of the posts is to attract truly excellent candidates to Imperial with the highest academic potential regardless of clinical specialty. Recruitment windows usually open in November/December. The opportunities will be advertised on Oriel, the national online recruitment portal for medical and dental training (at [www.oriel.nhs.uk/Web/Vacancies](http://www.oriel.nhs.uk/Web/Vacancies)) amongst others.

### Clinical Research Training Fellowships (CRTF)

These schemes support clinically active doctors to undertake a full time higher research degree with the ultimate aim of consolidating their research into more senior research positions. A number of different research funding bodies provide CRTF opportunities, eg, Medical Research Council, Wellcome Trust, British Heart Foundation etc and each will have different purposes, features and requirements. Some factors common to all CRTF schemes are:

- The Fellow is registered for a PhD or MD(Res)
- The research is funded by the research council/charity or other funding body to be conducted full time
- The aim is to obtain a PhD/MD(Res) and ideally continue research/clinical training, e.g. as a Clinical Lecturer thereafter
- The Fellow takes a formal break from clinical training (‘OOPR’ Out of Programme Research) for the duration of the PhD/MD
- The Fellow is usually employed by and located within an academic department at Imperial College London
- The Fellowship duration is usually in the region of 2-4 years
- It is not necessary to have been in an ACF post to apply for a CRTF

### Chain Florey Clinical Research Fellowships

Jointly funded by the MRC Clinical Sciences Centre (MRC CSC) and the NIHR Imperial Biological Research Centre (BRC) these PhD fellowships are for clinical trainees looking to pursue a career as an academic clinician. The Chain Florey Research Fellowships introduces trainees to cutting edge scientific research with a strong emphasis in basic science which can be applied to clinical problems. Fellows are expected to carry out their research in one of the CSC’s basic science groups and have three years to complete their PhD – on completion, they return to their postgraduate clinical training. Further details about the Chain Florey Clinical Research Fellowships can be found on the MRC CSC website (at [http://csc.mrc.ac.uk/about-us/useful-contacts](http://csc.mrc.ac.uk/about-us/useful-contacts)).
through the NIHR TCC bursary and Imperial BRC funding routes described later in this guide. For further details about these opportunities enquiries should be directed via the MRC CSC website (at http://csc.mrc.ac.uk/about-us/useful-contacts/).

Imperial College London Wellcome Trust/ GlaxoSmithKline Clinical PhD Programme

The programme supports the most promising medically qualified clinicians who wish to undertake rigorous research training. Funded candidates have access to a breadth of scientific opportunities and supervision provided by Imperial College London’s broad science base in medical, biological, engineering and physical sciences. The programme at Imperial will conclude its current cohort in 2016. The Wellcome Trust will move to locally tailored PhD programmes from 2016 onwards and Imperial hopes to successfully bid to be able to host the newly locally formatted programme.

Imperial College London Wellcome Trust/ GlaxoSmithKline Translational Medicine Training Fellowship Programme

This programme is designed to train the next generation of clinical scientists in experimental medicine. A central theme is the application of the new tools of clinical investigation, particularly clinical imaging, to the evaluation of novel medical interventions in humans. Successful recruits to the programme have the opportunity to match a project suitable to their medical career goals, to be undertaken during a 3 year PhD.

Further information about this scheme can be found on the Wellcome website (at www.wellcome.ac.uk/Funding/Biomedical-science/Funding-schemes/PhD-funding-and-undergraduate-opportunities/WTD027975.htm).

The NIHR Integrated Academic Training Pathway

<table>
<thead>
<tr>
<th>Medical School</th>
<th>Academic Foundation Programme</th>
<th>NIHR Academic Clinical Fellow (25% academic)</th>
<th>NIHR Clinical Lecturer (50% academic)</th>
<th>HEFCE Clinical Senior Lecturer (50% academic)</th>
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<tbody>
<tr>
<td>F1</td>
<td>F2</td>
<td>CT1/ST1</td>
<td>CT2/ST2</td>
<td>ST3</td>
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<tr>
<td>SSM</td>
<td>BSc</td>
<td>MB/PhD</td>
<td>ST4</td>
<td>ST5</td>
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<tr>
<td>4 months</td>
<td>Academic</td>
<td></td>
<td>ST6</td>
<td>Tenured Academic Post</td>
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NB Academic Training Programme
1. Includes training pathway in medical education
2. Timing of ACF appointment varies across specialities
3. Time taken to complete training varies with speciality/competence
4. Easy transfer with clinical training programme
Academic Clinical Fellows/Academic Clinical Lecturers

The NIHR supports doctors in pursuing an academic clinical career through the award of funding for ACF and ACL posts as part of the Integrated Academic Training Programme for doctors and dentists. The ACF and ACL posts are hosted at partnerships between medical schools/higher education institutions and NHS Trusts, at Imperial the partnership is between Imperial College London and Imperial College Healthcare NHS Trust.

The ACF and ACL awards use clinical training opportunities on current GMC approved training programmes. At Imperial these opportunities are available in most GMC defined medical specialties. Recruitment to all ACF/ACL opportunities is conducted via Health Education England regions and managed through Oriel, the national NHS online recruitment system (at www.oriel.nhs.uk/Web/Vacancies). For Imperial recruitment to our posts is coordinated by the London Recruitment team, based in the Operations Department of Health Education South London and overseen by NIHR. Details are available on the NIHR website (at http://www.nihr.ac.uk/funding/integrated-academic-training-programme.htm) and the London LETBs Recruitment site (at www.lpmde.ac.uk/recruitment/recruitment-overview).

Once in programme London academic trainees are administratively overseen by the Integrated Academic Training team (IAT) in Health Education South London. The IAT team has good links with and regularly liaises with members of the Imperial AHSC CATO Team on matters relating to the administration of NIHR clinical academic training programmes. Day-to-day management is by clinical and academic supervisors and training programme directors at Imperial.

Clinical Research Training Fellowships

A number of different research funding bodies provide CRTF opportunities, e.g., Medical Research Council, Wellcome Trust, British Heart Foundation. Each opportunity will have different purposes and requirements based on the aims of the funder. Details about eligibility and the application process will be available on each funder’s own website.
Getting started and making the most of your time in Integrated Academic Training

There are a number of things that academic trainees must do, and many others that they should and are strongly recommended to do, to ensure that they maximise their full potential during their clinical academic training at Imperial. Some of these are simple practical matters that will help ensure a smooth start and be able to quickly make an impact in their new role, and others support personal progression and career development and require some reflection and forward planning. New ACFs and ACLs may also find Appendix 1 (the new starter checklist) a useful reference tool.

During the early days of a trainee's clinical academic programme at Imperial the CATO team will make contact and provide relevant information about the programmes. All newly arrived trainees are advised to make contact with CATO if they haven't heard from the team within 2 weeks of starting their Imperial post using the CATO email address (cato@imperial.ac.uk).

Organising research blocks

As soon as they have been appointed, ACFs and ACLs should make contact with the Clinical Lead/Training Programme Director and Academic Training Lead for their specialty to discuss and agree how the research block will be organised. For ACFs Research blocks are usually organised in 3 month or 3+3 month back to back concurrent periods, but this will depend on the specialty. For ACLs the structure of research blocks can be variable but many are organised in 6 month or 1 year blocks. Each specialty/division will have a slightly different model and approach depending on local circumstances and the research time must be planned in full agreement between Clinical and Academic Leads. Planning for this should start as soon as the ACF/ACL appointment has been confirmed.

Contracts and HR matters

Employment contracts will differ depending on what post a trainee is undertaking. ACLs will have a contract with Imperial College London and an Honorary Contract with Imperial College Healthcare NHS Trust. ACFs will have a contract with Imperial College Healthcare NHS Trust and an Honorary Contract with Imperial College London. Honorary Contracts normally run concurrent with the substantive contract and are issued to allow trainees to work at the organisation where they do not have a substantive contract.

Contracts will be issued by the relevant HR Department at either the College or the Trust. There are a number of requirements, checks and different forms to fill out in order to finalise the contracts and it can take some time to complete, so trainees are advised to make contact early. This is particularly important for trainees who are new to the College or Trust who will have to complete a more comprehensive process than those who have been employed by Imperial before.

For enquiries about contracts please contact the following:

Imperial College Healthcare Trust
Human Resources Department, Medical Personnel
Tel: 020 331 15326
Email: HonoraryContracts.doctors@imperial.nhs.uk

Imperial College London
Maria Lynch
Email: m.b.lynch@imperial.ac.uk
Siobhain Griffin
Email: s.griffin@imperial.ac.uk

Clinical academic trainees will also be required to complete other routine HR new starter and induction formalities such as collection of ID cards and completion of induction training activities such as Information Governance Training and other statutory and mandatory training.

Study leave

Study leave funding allows trainees to enhance their clinical education and training in areas not easily acquired in the clinical setting or locally – and is used to support the development of clinical knowledge and understanding. This funding is available to clinical academic trainees over and above the bursaries and funding provided specifically to support academic training, in exactly the same way as for non-academic clinical trainees.

Academic Trainees must be in a recognised training post to be eligible for study leave. Applications are managed by the Imperial College Healthcare NHS Trust Medical Education Centre. Further details and application forms can be found on the Trust Intranet, ‘The Source’ or by contacting the Education Centre Team by email (studyleave@imperial.nhs.uk) or by phone at: 020 331 37317. Once study leave applications have been approved trainees will be reimbursed for the Study Leave costs via payroll. For ACFs on ICHT contracts the reimbursement will be paid directly to trainees via Trust payroll, for ACLs on Imperial College London contracts the Education Centre in the Trust will liaise with the College to arrange for the reimbursement to be made via the College payroll.

On-call

Academic blocks will not usually include on-call commitments, so trainees will only be paid at the basic salary rate for the duration of their academic time. This may however vary by clinical specialty and trainees should talk to their Clinical Training Programme Director or department training lead. ACFs/ACLs may wish to supplement their salaries during academic training by arranging to undertake ad hoc shifts that fit easily around their academic blocks. This should not detract from their academic work and should be limited.
There are currently 3 sources of funding available to Imperial NIHR clinical academic medical trainees to support their research. Each fund has a distinct purpose, eligibility criteria and application process – and all 3 are coordinated through the CATO Office.

Academic trainees are advised to consider their academic training, research consumables and skills development needs early on in their programmes in order to achieve maximum benefit from the funding available. Further details about the funding, eligibility and the application process are available on the CATO webpages (at www.imperial.ac.uk/medicine/study/clinical-academic-training-office).

National Institute of Health Research Trainee Coordinating Centre Bursary (NIHR TCC)
A maximum of £1,000 is available each financial year (March-April) to help support attendance at conferences and fund training relevant to the research area for ACFs and ACLs. This fund cannot be used in the support of animal experiments or animal research consumables.

Imperial Biomedical Research Centre (BRC) Funding
A maximum one-off payment of £1,000 is available to AFPs, £2,000 for ACFs and £5,000 for ACLs to help fund consumables used in research projects. This funding is supported by the NIHR Imperial BRC.

Research Training Programme Award (RTPA)
This funding stream is available to ACFs only. A maximum one-off amount of £4,500 available to each Fellow. These funds are available to support the attendance of Master’s (global) courses and modules. This fund can also be used to fund other courses and workshops related to research training.
May/June Annual Research Symposium. Organised as a multiprofessional research conference where AFPs, ACFs and CLs are invited and encouraged to give presentations, share insights from each other's research, stimulate innovation derived from exposure to research outside of their primary area of interest and across medical disciplines, have an opportunity to meet supervisors and senior academics and have networking/social time with all trainees.

Other additional events may also be organised during the year.

Academic career guidance and events
The CATO team also promote and support clinical academic careers, in medicine, in the following ways.

- Annual Academic Medical Careers Conference. This is aimed at junior doctors and provides information about getting into academic careers or moving forward through an academic career. The conference usually takes place in September and provides tips about preparing applications and opportunities to meet colleagues with successful academic research careers and to question representatives from the major funding bodies, eg, NIHR, MRC and Wellcome

- Introducing medical students to academic career opportunities. Events are undertaken to introduce Imperial College London medical students to clinical academic training and support them in applying for Academic Foundation Programme posts in various of the years starting in year 2.

Academic Foundation Programme Trainees

AFPs should talk directly with the North West Thames Foundation School at the start of their programme. The Foundation School will support them to meet up with the AFP Director and their research supervisor in year 1 so that their research block in the second year can be planned in plenty of time.

Additional funding for ACLs

The Academy of Medical Sciences offers ‘Starter Grants’ for ACLs of up to £30,000 to cover the cost of research consumables. The grants allow research-active Clinical Lecturers to gather data to strengthen their bids for longer-term fellowships and funding. Further details can be found on the Academy website (at www.acmedsci.ac.uk/careers/funding-schemes/starter-grants).

CATO trainee forums and meetings

During the course of each year the CATO team organises a number of educational events and other activities which clinical academic trainees are strongly encouraged to attend. These are provided to disseminate information, present trainees with opportunities to ask questions, share information and encourage networking, social interaction and support.

Academic Training Forums

These meetings usually take place 3 times each year, in November, February/March and May. Their purpose is to allow networking of clinical academic trainees at various stages of training. The forums are also used to provide induction and facilitate information sharing amongst newly arrived trainees and ensure issues raised by trainees can be known to the CATO team and resolved to help improve the Imperial Clinical Academic Training Programmes. Invitations to the events are extended to clinical academics in all healthcare professions to encourage interprofessional understanding. Attendance of ACFs and ACLs at these events is strongly encouraged. The subject of each event will change from year to year but the 3 events will broadly be organised along the following plan.

- November trainee forum. Induction session for newly arrived academic trainees, followed by an update and networking/social time with all trainees – new and current
- February/March trainee forum. Workshop to be based around an identified theme followed by update and networking/social time with all trainees.

E-portfolio – Academic Clinical Fellows

New ACFs will also need to ensure that their College training E-portfolio is updated to include the academic element of their ACF programme. The Imperial College Healthcare NHS Trust Medical Education Centre team can help with organising the update. ACFs should email the Education Centre team to arrange for this to be done (medical.education@imperial.nhs.uk).

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Academic Foundation Training Programme

The CATO Team works closely with the Director of the Academic Foundation Programme to deliver the annual programme of seminars, training days and other educational activities to support AFP trainees during their programme.

Mentoring and peer support for clinical academics in training

Mentoring

Mentoring has become widely recognised as a positive resource for progressing personal and professional career development and at Imperial ACFs and ACLs are positively encouraged to find a mentor to support them during the course of their academic training.

At the heart of mentoring is a relationship based on trust and mutual regard where one colleague uses their expertise and knowledge to support the development of another colleague.
The basic principles of mentoring are:

**Mentoring provides:**
- A safe space to explore options and plan future action
- A place to be challenged and supported
- A sounding board
- A source of advice and guidance
- A new perspective

**Mentoring shouldn’t be used as:**
- A substitute for line management or supervision
- A short cut to promotion
- An alternative to networking or friendship
- Coaching

Talking with a mentor can be particularly helpful for new clinical academics as they start their programme and need to adapt to the dual demands of clinical and academic training and also learn to respond to the expectations of supervisors, patients and research funding bodies. Mentors can also help mentees with making decisions about their career trajectory and provide independent support and advice with any difficulties that they may be having.

As part of Integrated Academic Training at Imperial new ACFs and ACLs will be expected to identify a mentor whom they can meet with and have access to during the course of their programme. For ACFs the specialty academic lead may be an appropriate and excellent choice for mentor. There is a range of coaching and mentoring schemes available to healthcare professionals to help develop their skills and careers, however, in this particular context the aim is to benefit from a mentoring relationship with an experienced and skilled clinical academic. The CATO Office provides details of Clinical Academics at Imperial who are happy to provide mentoring to academic trainees. Alternatively trainees can identify someone themselves and approach them directly to see if they are willing and available to act as a mentor. A further option available for ACLs is to find a mentor through the The Academy of Medical Sciences mentoring scheme website (at www.acmedsci.ac.uk/careers/mentoring-and-careers/mentoring/). Although not a mandatory requirement, ACFs and ACLs are positively encouraged to take advantage of this opportunity and the CATO team will follow up with each trainee to check their progress and engagement. The process itself is not prescriptive and mentees/mentors have the flexibility to use mentoring in whichever way works best for them. There are however some basic expectations that everyone involved should work within.

**Expectations of ‘Mentee’**
- Mentees to identify and approach a mentor
- Mentor chosen should ideally be from a different specialty or at least sufficiently separate and independent from the Mentee’s department/area of activity and supervisor
- Mentees to meet with mentor – approx. once per term/3 times per year
- Mentee to engage fully with the process to achieve maximum benefit from it
- Mentees to reflect on mentoring conversations and note what help/benefits have been acquired out of the relationship
- Mentee to give feedback and report the benefits and number of meetings in annual CATO survey
- Mentee to respect time and responsibilities of the Mentor and observe confidentiality over issues discussed within the mentoring context

**Expectations of ‘Mentor’**
- Mentor must be an experienced medical clinical academic
- Mentor must have undertaken some mentoring training and be familiar with basic principles and skills of mentoring
- Mentor must be separate and independent from the Mentee’s current department or laboratory
- Mentor to respect time and responsibilities of the Mentee and observe confidentiality over issues discussed within the mentoring context

**Buddying – for Academic Clinical Fellows**

Buddying is an additional source of support for ACFs as they start their programmes, through teaming up with an ACL. ACLs have faced the challenges of balancing clinical and academic commitments alongside dealing with the day to day complexities of understanding how academic training really happens, what you need to know that the handbooks and your supervisor may not have told you, and how to navigate the myriad of systems and protocols involved.

The CATO Office holds a list of current ACLs have volunteered to buddy up with new ACFs and show them the ropes in the early days of academic training. This is a very informal arrangement with no prescribed structure or expectations, but could be a particularly useful source of support to new ACLs, especially those new to Imperial Professional skills development requirements.
Professional skills development requirements

Expectations of CLs
Trainees undertaking CL posts will be expected to have applied for an intermediate fellowship or clinician scientist award within 2 years of starting their CL post. This requirement will be monitored.

Academic and research skills
Trainees will benefit from hands on research training (both specific and generic) and at the same time should keep up to date and improve their CVs by writing papers, case reports, preparing and presenting posters and abstracts about their research projects.

In order to maximise their academic development CATO and NIHR insists trainees (ACFs and CLs) attend a range of generic courses to develop their academic and research skills and understanding. These could be courses or workshops delivered internally by ICL or ICHT, or delivered by external course providers and other organisations. In many cases trainees could apply for NIHR TCC or RTPA funding to cover the costs of attending the course (see ‘bursaries and funding’ on page 12).

Topics could include:
- Academic Writing
- Creative Thinking
- Developing Our Career Through Networking
- Informational Posters Layout and Design
- Interpersonal Skills
- Interview Skills
- Leadership Skills/Practitioner, Partner and Leader Roles
- Negotiation Skills
- Note Taking and Examination Skills
- Literature Searching and Writing a Literature Review
- Presentation Skills/Public Speaking
- Research Skills and Reference Management
- Stepping Up – Master’s to PhD
- Critical Thinking in Critiquing Research Articles
- Experimental Design
- Writing a PhD Proposal
- Specific Research Techniques
- Statistics, bioinformatics and clinical trial design
- Epidemiology
- Ethical Aspects of Clinical Research
- Project Design, Planning, Costing and Management
- Research Governance and the Regulatory Framework for Research
- Good Clinical Practice
- Patient and Public Involvement in Research
- Refereeing of Papers and Grant Applications
- Diversity and Equal Opportunities in Research, Cultural Competence
- Time Management and Personal Effectiveness
- Stress Management

Imperial College London Graduate School
One source of research skills courses is the Imperial College London Graduate School (at www.imperial.ac.uk/study/pg/graduate-school/) which provides courses over a range of topics. CATO expects all ACFs and ACLs to have undertaken at least 2 of the ICL Graduate School courses. The Graduate School course is available in the ‘Professional Skills for Master’s Students’ course list. ACLs can also access the 2 courses from either the Enriching or Completing Courses sections of ‘Professional Skills for Doctoral Students’ course list Development courses menu.

MSc in Genomic Medicine
In recognition of the major impact that genomics is expected to have on healthcare research and delivery in future, Imperial aspires for all its clinical academics to lead the way by having an understanding of this area. Through the CATO Office ACFs and ACLs will be supported to undertake all or part of the new MSc in Genomic Medicine provided by Imperial College London. ACFs and ACLs are expected to undertake at least 2 modules from the MSc during the course of their academic programme. This is a mandatory requirement and will be monitored by the CATO team. Trainees wishing to study at PG Certificate, Diploma, or the full MSc will be supported to do so. Further details about the MSc are available at ICL website (at www1.imperial.ac.uk/nhli/training/postgraduate_msc_taught_courses/genomic_medicine/).

Development of teaching skills
ACFs and ACLs are expected to develop their teaching skills as part of their clinical academic training. During the course of their clinical academic post ACFs and ACLs are expected to undertake at least one teaching skills course. The Imperial College London Education Development Unit (EDU) runs a number of workshops that are designed and tailored specifically for teaching medicine to students. EDU courses could be taken from the “Introduction to” or “Practice guide to” sections of the EDU workshops menu. Further details can be found on the EDU web pages (at www3.imperial.ac.uk/edudev/workshops). Alternatively trainees may undertake courses offered by other educational providers. Details of other courses and providers that may be of interest to academic trainees can be found in Appendix 4 at the back of this guide.

Research Clinician website
Another excellent way of staying in touch with current topics and approaches to clinical research is to visit and contribute to the Research Clinician website (at www.research-clinician.ac.uk/auth/traineelogin). The site, a collaborative venture between the 3 Local Education and Training Boards (LETB) in London, the Institute of Cancer Research and the London-based providers of clinical academic training. The site brings together tips, advice and experience on a variety of topics written by experts from each partner organisation as well as guest authors. As a shared platform, Research Clinician provides a harmonised delivery of transferable skills training for London-based academic clinical trainees. Invitations to register to use the site are issued by email through the London LETBs via Synapse.
There are a number of individuals who can help and support doctors during their clinical academic training at Imperial, including the CATO team.

Academic Training Leads

Each specialty training scheme has a designated training lead to oversee the academic element of the programme. Clinical academic trainees are advised to make contact with their Academic Training Lead as soon as possible after joining the programme and to stay in regular touch during their time on the scheme. Details of current Academic Training Leads at Imperial can be found in Appendix 3. Academic Training Leads have responsibility for and can help with:

- Oversight of the academic element of ACF and ACL schemes and representing the schemes at committee level
- Ensuring and advising on allocation of research project/academic supervisors to each academic trainee
- Negotiation and organisation of research blocks
- Helping academic trainees to resolve any difficulties that they may have with managing their programme
- General communications and advice about the programme and encouraging ACF/ACLs to engage in CATO initiatives such as mentoring, courses and events
- Oversight of each ACF/ACL’s progress through the ARCP process
- Liaison with Clinical Training Leads on planning academic training programmes for trainees

Clinical Training Leads

Clinical Training Leads, also referred to as Training Programme Directors, have overall responsibility for the clinical specialty programme. Details of current Clinical Training Leads at Imperial can be found in Appendix 3. Clinical Training Leads have responsibility for and can help with:

- Overall management of the recruitment of trainees
- Organisation of trainee clinical rotations
- Ensuring the delivery of the clinical curriculum within the training programme
- Management of the assessment process for trainees
- Liaison with Academic Training Leads on clinical training elements of academic training

Academic Supervisor/Research Project Supervisor

Every ACF/ACL will have a named academic supervisor to support the academic/research component of their programme. Academic trainees should work closely with their supervisors, meeting them regularly to agree project aims, discuss progress and plan what further skills and training might be required.

Clinical Supervisor

For the clinical element of their academic programmes trainees will have a Clinical Supervisor who is responsible for overseeing their clinical work for a specified placement in a clinical environment. These supervisors can also provide advice and support to academic trainees, but usually in the context of their clinical training.

Mentors

All ACFs and ACLs are strongly encouraged to find and regularly meet with a mentor during their IAT programme. Having an additional source of confidential support to go to outside of a trainee’s immediate situation can be useful in terms of providing a different perspective on current challenges, as well as on other more general or longer term career decisions or issues. Further details about Mentoring can be found in section 1c of this guide.

Other Clinical Academic Trainees

Through the events organised by CATO and other occasions arranged by each specialty/division trainees will have an opportunity to meet and network with other trainees following academic programmes at Imperial. Trainees are encouraged to take full advantage of these opportunities to meet and stay in touch with others who are in similar situations to themselves, to share experiences and offer and benefit from some peer support.
Finishing your IAT

Trainees are advised to consider their next career step in good time to plan ahead. They should discuss it with supervisors, mentors and others. Plans might include applying for a Master’s in Research or a Clinical Research Training Fellowship, applying for a Senior Clinical Lectureship post or returning to clinical training. Given below is an overview of the main options available for continuing with a clinical academic career. Advanced thought and forward planning is recommended so that trainees can successfully ‘finish up and move on’ (FUMO) i.e. complete their current clinical academic post and move on effectively to the next stage of their career.

Next steps for AFPs

There are many options available following successful completion of the Academic Foundation Programme, including core and specialist clinical training, medical education, medical management and continuing research opportunities.

To continue with research alongside clinical training trainees should consider applying for an Academic Clinical Fellowship post if available. These are specialty training posts of up to 3 years where time is split usually 75% clinical and 25% academic research activities. Recruitment usually starts in the autumn/winter for posts starting in the summer of the following year. Recruitment is managed by ‘London Recruitment’ (at www.lpmde.ac.uk/recruitment/integrated-academic-training) on behalf of Health Education England and the London LETBs. In many specialities these do not exist at CT1/ST1 level and so trainees need to return initially to full time clinical training. ACF posts are not available in every specialty every year.

Next steps for ACFs

Following successful completion of an ACF many trainees normally spend a further 3 years outside of their clinical training programme in ‘Out of Programme Research’ (OOPR) working...
towards the completion of an MD or PhD (or equivalent), by taking up a Clinical Research Training Fellowship (CRTF). A number of different research funding bodies provide CRTF opportunities, eg, Medical Research Council, Wellcome Trust, and each will have different purposes, features and requirements. In order to take OOPR (i.e. a formal break from clinical training) trainees will need to obtain agreement in advance from their Postgraduate Dean. Agreement for OOPR requires confirmation from the LETB/Deanery that a trainee has achieved relevant clinical competencies and that the proposed research project has been peer reviewed and approved. OOPR applications are managed through the Operations Department of Health Education South London (HESL) on behalf of all London LETBs, further details about OOPR can be found on the London LETBs website (at www.lpmde.ac.uk/training-programme/training-matters/out-of-programme).

On completion of a CRTF a trainee will return to the clinical programme and at an appropriate point may competitively apply for an Academic Clinical Lectureship post provided that appropriate academic and clinical competencies have been obtained, or continue in clinical training. Trainees must liaise closely with Training Programme Directors over the timing of a return to clinical training.

Next steps for ACLs

All ACLs are expected to have applied for Clinician Scientist (or equivalent) awards after 2 years in the CL post.

The ACL phase will usually end at the Completion of Clinical Training (CCT). For trainees who will not reach CCT within the maximum 4 years of the NIHR ACL post, arrangements will be put in place to enable trainees to return to clinical training after completion of the ACL post in order to reach CCT.

Following successful completion of an ACL many trainees will apply for a further peer reviewed externally funded post-doctoral training award, such as the Clinician Scientist Award, or an award to support further training as an educationalist. Various funding bodies support recognised Clinician Scientist Schemes, each offers a slightly different award to meet with their overall objectives. It is expected that the majority of applicants for Clinician Scientist Awards will hold a conventional National Training Number in their chosen specialty. The 13 recognised funding bodies are:

- National Institute for Health Research
- Medical Research Council
- Cancer Research UK
- Leukaemia Research UK
- Wellcome Trust
- Academy of Medical Sciences
- The Health Foundation
- Glaxo Smith Kline
- Institute of Child Health
- Arthritis Research Campaign
- British Heart Foundation
- National Kidney Research Fund
- Institute of Thrombosis

Other options available after successful completion of ACL posts include appointment as a clinical consultant, or senior lecturer.

Career planning resources

When considering next steps trainees might like to refer to the following resources, particularly if considering moving away from the clinical academic career route or another change.

- Clinical Academic Careers (at www.nhscareers.nhs.uk/working-in-the-nhs/developing-your-career/clinical-academic-careers/)
- Career planning tips and decision making (at www.lpmde.ac.uk/professional-development/careers-unit) (Health Education England)

Staying in touch

The Imperial AHSC is keen to attract and cultivate the brightest and most promising clinical academic researchers at all stages and in all healthcare professional careers. The CATO Office was established as a commitment towards supporting this aim. We hope that trainees will enjoy, benefit and grow from their time at Imperial on an academic training programme, and we hope that many will come back to Imperial to pursue the next level of their clinical academic career. The CATO team is keen to learn about trainees’ experiences and progress both whilst at Imperial and later on in their careers so that our support and programmes can be improved. CATO will do this by sending a brief annual CATO questionnaire to academic trainees, both past and present, and we hope they will be happy to complete and return the surveys to help us develop programmes and services for the next generations of clinical academic trainees at Imperial. Alternatively trainees are very welcome to drop us an email to let us know their news (cato@imperial.ac.uk).
Clinical academic training opportunities
for nurses, allied health professionals, healthcare scientists, midwives and pharmacists
Clinical academic training opportunities for nurses, allied health professionals, healthcare scientists, midwives and pharmacists

A key priority for the Imperial College AHSC is to boost the number of nurses, midwives, allied health professionals, pharmacists and healthcare scientists engaging in clinical academic research through enhancing and highlighting the support already available and introducing additional opportunities and programmes. The AHSC is keen to attract and cultivate the brightest and most promising clinical academic researchers in all healthcare professions.

Colleagues across Imperial are reviewing existing clinical academic support and opportunities and looking to introduce new initiatives to encourage more nurses, allied health professionals, midwives, pharmacists and healthcare scientists into research activities and help improve understanding of how research can be used in clinical practice. These developments are strategically guided by an Imperial Clinical Academic Training Committee (non-medical) that is working to bring all professions together. This drive within Imperial corresponds with a national initiative being led by the National Institute for Health Research (NIHR) and Health Education England (HEE) to introduce an Integrated Clinical Academic Programme for non-medical healthcare professionals.

Currently the following programmes are available to Imperial College Healthcare NHS Trust staff in Nursing, Allied Health Professions, Midwifery, Pharmacy and Healthcare Science.

**Imperial College London Pre-Doctoral Research Fellowships (non-medical)**

This is a unique scheme designed to attract staff at Imperial College Healthcare NHS Trust to undertake research for one year. The aim of the fellowships is to give recipients the opportunity to develop research skills and experience so that they can then apply for a Master’s or PhD and progress in a clinical academic career.

The Fellowship awards are jointly funded by Imperial College Healthcare Charity and Imperial NIHR Biomedical Research Centre (BRC) and are worth a maximum of £50,000 each. The Fellowship awards are coordinated through the Imperial College Healthcare Charity, further details can be found on the charity website (at www.imperialcharity.org.uk).

**Imperial BRC Post-Doctoral Fellowship (non-medical)**

This is another new and innovative scheme unique to Imperial, launched in late 2015. It complements the Pre-Doctoral Fellowship to provide an opportunity for academic clinicians who have already undertaken and completed research towards a PhD but could benefit from some ‘bridging time’ before applying for the next step, an NIHR Clinical Lectureship post or other post-doctoral research funding. The scheme is designed for Imperial College Healthcare NHS Trust staff and takes the form of a 1-year opportunity to spend time to develop a grant application to support further research and progress their research career. The Fellowships are coordinated through the CATO Office and are jointly funded by Imperial College Healthcare Charity and Imperial NIHR Biomedical Research Centre (BRC). Further details can be found on the CATO web pages.

**Antimicrobial resistant (AMR) fellowship**

A new non-medical fellowship programme funded by the Imperial BRC, introduced in May 2016. the fellowship entails a 1 year opportunity in AMR with the aim of leading to a PhD.

**Courses and awareness raising activities**

A number of initiatives are organised across Imperial College Healthcare and associated trusts to raise awareness and understanding about clinical academic research and encourage staff to get involved.

**Research Symposium for Health Professions**

This highly successful half day event is organised annually for Nurses, Allied Health Professions, Midwives, Pharmacists and Healthcare Scientists across North West London. The symposium is aimed at both those considering a research career and those already involved in research. The programme includes research presentations and posters and information about undertaking MScs, PhDs, funding opportunities and Clinical Lectureship schemes. Anyone thinking about an academic career or further research should attend. Visit the CATO webpages for further details.

**Starting Out in Research course**

This 4-day course, offered in 2 x 2-day modules, aims to provide an overview of the research process. The course is designed to introduce some of the core skills required to carry out research successfully.

It is aimed at pre-MRes level applicants and all the workshops are designed to give basic skills and assume little prior knowledge.

The course is organised in collaboration with the Imperial College London School of Professional Development. Further details can be found at the ICL Centre for Continuing Professional Development web pages (at www3.imperial.ac.uk/cpd). A certain number of free places will be available annually to employees of Imperial College Healthcare NHS Trust funded by the BRC.

**CATO Academic Training Forums**

The CATO team organises three events each year, usually in November, February/March and May. Their purpose is to allow networking of clinical academic trainees at various stages of training, share insights from each other’s research, stimulate
Five levels of award are available, each requiring the support of clinical and academic host organisations, which together form a career pathway for aspiring and developing non-medical clinical academics:

- Internships
- Master’s
- Clinical Doctoral Research Fellowship
- Clinical Lectureship
- Senior Clinical Lectureship

Imperial College Healthcare NHS Trust have so far (up to 2015) hosted 6 interns, 15 MRes scholars, 7 Clinical Doctoral Fellows, 2 Clinical Lecturers and 1 Senior Clinical Lecturer and we would like to expand this significantly.

**Future Plans**

Looking forward, longer term initiatives to continue the expansion of research engagement amongst all staff are being explored through the Clinical Academic Training Committee. These include introduction of mentorship support for Trust staff applying for ICA and other awards and a review of career structures for staff.

**Multiprofessional research supervision**

The AHSC also seeks to encourage the growth of a research culture across ICHT and ICL by expanding the number of supervisors available to support nurses, allied health professionals, midwives, pharmacists and healthcare scientists engaging in research as part of an MSc, PhD or Clinical Lecturer post. Experienced medical academics are invited to join the list of potential supervisors to offer innovative cross-disciplinary research supervision.

**HEE/NIHR Integrated Clinical Academic Programme for non-medical healthcare professionals**

Imperial College Healthcare NHS Trust strongly supports the Health Education England (HEE) and National Institute for Health Research (NIHR) Integrated Clinical Academic (ICA) Programme. This programme provides personal research training awards for healthcare professionals (excluding doctors and dentists) who wish to develop careers that combine clinical research and research leadership with continued clinical practice and clinical development. Applicants must belong to one of the eligible professions.
Appendix 1: New starter checklist

Newly arrived ACFs and ACLs (medical) might find the list below a helpful quick reference guide as they begin and progress through academic training. A number of the points may also be useful for AFPs and CRTFs.

It is important to remember that despite being on a clinical academic scheme you are still a clinical trainee and will still need to demonstrate competency at each level of clinical training, and meeting all curricular requirements.

Checklist

1. Ensure you have received a contract as Academic Clinical Fellow/Academic Clinical Lecturer:
   - ACLs should have a contract with Imperial College London and an Honorary Contract with Imperial College Healthcare NHS Trust;
   - ACFs should have a contract with Imperial College Healthcare NHS Trust and an Honorary contract with Imperial College London.

2. Make contact with your Academic Training Lead and Clinical Training Lead early to plan your research block and ensure you have a named supervisor for the research component of your programme.

3. Ensure you know who to liaise with/get advice from in your department for local issues and queries such as email addresses, ID cards etc. (for many of these things you will need to show your contract as proof).

4. Make contact with and keep in regular touch with the CATO team in the first few days of starting your post (cato@imperial.ac.uk and visit the webpages.

5. Complete and return your starter information form promptly to the CATO Administrator.

6. Get to know some other clinical academic trainees in your own or other departments.

7. Make best possible efforts to attend the CATO Induction session and other trainee forums/activities organised by CATO, including the annual academic research conference.

8. Ensure you have a mentor to support your professional and personal progression (strongly encouraged).

9. Plan ahead to ensure that you apply for and can accommodate taking at least 2 modules for the MSc in Genomic medicine during your programme mandatory for ACFs and CLs.

10. Consider development of your academic and research skills and review courses provided by the Imperial College London Graduate School and other providers – and attend those that are relevant and helpful to your development. Attendance at a minimum of 2 courses during ACF/ACL programmes is mandatory.

11. Review the education/teaching courses provided by the Imperial College London Education Development Unit/other course providers and attend at least one during your programme. Completion of a minimum of one of these courses is mandatory.

12. Plan ahead for attendance at external scientific meetings/courses and apply for: NIHR TCC funding, BRC funding and Research Training Programme Awards via the CATO website.

13. Consider registering for MRes or attend modules from other relevant Master's Courses and apply for funding via the Research Training Programme award (ACFs only).

14. Plan ahead and ensure that you apply for an intermediate fellowship or clinician scientist award within 2 years of starting your post (CLs only).

15. Use and take full advantage of other resources available to clinical academics such as the Research Clinician website and the CATO website.

16. Consider your next career step in good time to plan ahead. Discuss with your supervisor, mentor and others towards the middle of your ACF/ACL post, eg applying for a Master's in Research or a Clinical Research Training Fellowship, applying for a Senior Clinical Lectureship post etc.

17. Complete and return the CATO surveys during and after completion of your academic training and let us know of any changes to your contact details. The CATO team is keen to stay in touch and learn about hear about you experiences and to know how your career progresses!
# Appendix 2: New starter information form

Please note: This is a sample form and Word/PDF copies are available from the CATO office.

## New clinical academic trainee information form (medical)

To be completed by every new Academic Clinical Fellow (ACF) or Academic Clinical Lecturer (ACL) start a clinical academic post at Imperial College London.

<table>
<thead>
<tr>
<th>TYPE OF TRAINEE STARTING:</th>
<th>Academic Clinical Fellow</th>
<th>Academic Clinical Lecturer</th>
<th>Male</th>
<th>Female</th>
</tr>
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<table>
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<tr>
<th>NAME:</th>
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<tr>
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<td>CLINICAL PROGRAMME GROUP:</td>
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<tr>
<td>CLINICAL ACADEMIC LEAD:</td>
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<tr>
<td>ACADEMIC SUPERVISOR/RESEARCH PROJECT SUPERVISOR:</td>
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<tr>
<th>GMC NUMBER:</th>
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<tr>
<th>START DATE:</th>
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<tr>
<th>EMAIL ADDRESS OF TRAINEE:</th>
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<tr>
<td>TELEPHONE NUMBER OF TRAINEE:</td>
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<tr>
<th>HOSPITAL LOCATION:</th>
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<tbody>
<tr>
<td>MENTOR/PROPOSED MENTOR:</td>
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</table>

Please return by email to the CATO administrator (cato@imperial.ac.uk).

Thank you very much for your help.
Appendix 3: Clinical academic training leads and clinical training leads by specialty

Please refer to the CATO website for an up to date list of Clinical Academic and Clinical Training Leads at: www.imperial.ac.uk/medicine/study/clinical-academic-training-office/support/academic-training-leads/

Departmental administrative support

Each of the schools, institutes and departments at Imperial College London has administrative divisional/specialty teams who will be able to help medical academic trainees during their time at Imperial. To find an up to date list of contacts, visit the Imperial website (at www.imperial.ac.uk/medicine) and search for the admin teams in the Departments section of the Faculty of Medicine.

• Department of Medicine
• Department of Surgery and Cancer
• Institute of Clinical Sciences
• National Heart and Lung Institute
• School of Public Health
• Institute of Global Health Innovation
Appendix 4: Useful links and information

Health Sciences Academy (London)
The Health Sciences Academy is a marketplace offering a comprehensive, high-quality range of flexible courses to meet the postgraduate training and education needs of healthcare professionals in North West London, the UK and worldwide. Options range from short-courses lasting a few days up to full Master's courses and even PhD programmes. The HSA is a joint enterprise between three leading universities in North West London: Imperial College London, Brunel University London and Buckinghamshire New University. Visit the HSA website.
www.healthsciencesacademy.london

Research Clinician
This website brings together tips, advice and experience on a variety of topics written by experts and guest authors. As a shared platform, the website provides a harmonised delivery of transferable skills training for London-based medical academic clinical trainees.
www.research-clinician.ac.uk

Research Design Service
The NIHR funded Research Design Service provides design and methodological support to health and social care researchers to develop grant applications to the NIHR and other peer-reviewed funding programmes.
www.rds.nihr.ac.uk

National Institute for Health Research, Trainees Coordinating Centre (NIHR TCC)
www.nihr.ac.uk/about/about-the-trainees-coordinating-centre.htm

Academy of Medical Sciences website
www.acmedsci.ac.uk/careers/mentoring-and-careers/mentoring/
www.acmedsci.ac.uk/careers/funding-schemes/starter-grants

Royal College of Physicians of London (starting research)
www.rcplondon.ac.uk/guideline-policy/research-engagement-toolkit

Local Education Training Boards in London, Health Education England (incorporating 'Deanery' Recruitment function)
www.lpmde.ac.uk/recruitment/integrated-academic-training

NIHR Imperial Biomedical Research Centre (BRC) website
http://imperialbrc.org/

Imperial College London – School of Public Health
The School regularly runs Biostatistics seminars, STATA statistics and ethics courses. For further details visit the Short courses section of the School’s webpages.
www1.imperial.ac.uk/publichealth/education/shortcourses

Imperial College London – National Heart and Lung Institute
The Institute runs a number of courses including Introduction to Medical Statistics and Practical Statistics for Clinical Researchers. For further details contact the Departmental Administrator, NHLI, Respiratory Epidemiology, Occupational Medicine and Public Health or visit the website.
www.lungsatwork.org.uk

Imperial College London – Educational Development Unit (EDU) website
www3.imperial.ac.uk/edudev/

London LETBs Multiprofessional Faculty Development e-learning modules
www.faculty.londondeanery.ac.uk