

Information for Healthcare Professionals in Training Members

What is NCEPOD?

The National Confidential Enquiry into Patient Outcome and Death (NCEPOD) is an independent organisation and registered charity that works to improve the quality of healthcare. Our work brings together healthcare professionals, patients, parent/carers, and members of the public to explore important aspects of healthcare and make recommendations that support safer, higher-quality care.

Our reports are based on careful review by experienced healthcare professionals and are widely used and respected across the NHS and wider healthcare community. They are used by healthcare organisations, professional bodies, and policymakers to help improve services across England, Wales, Northern Ireland, and Jersey.

This information pack explains the purpose of the Healthcare Professionals in Training Group, what taking part involves, and how your contribution can help improve healthcare. Our *Patient and Public Involvement Privacy Notice* can be accessed [here](#).

Why Do We Have a Healthcare Professionals in Training Group?

Healthcare professionals in training have valuable insight into how healthcare is delivered in today's clinical environment. As members of the future healthcare workforce, they bring perspectives that may differ from those of more senior colleagues and can identify practical opportunities to improve patient care.

Many healthcare professionals in training are not yet eligible to join NCEPOD Study Advisory Groups or become case reviewers. This group provides an opportunity to contribute to NCEPOD's work, gain experience in healthcare quality improvement, and help shape future recommendations.

Am I Eligible to Join the Healthcare Professionals in Training Group?

The group is open to:

- Doctors in training at ST4 level or below.
- Other healthcare professionals in training, regardless of profession.
- Newly qualified healthcare professionals, who can remain members for up to 18 months post-qualification.

The group is intended for healthcare professionals who are still in training or in the early stages of their careers. As members progress in their careers, there may be opportunities to become involved in other NCEPOD roles, such as Study Advisory Groups (ST4+) or case reviewing (ST6+).

Please let NCEPOD know when your circumstances change and you no longer meet the eligibility criteria.

What Can I Expect as a Member?

As a member of the Healthcare Professionals in Training Group, you will provide an early-career clinical perspective to help shape NCEPOD's work. You do not need previous experience in healthcare quality improvement.

We recognise that members have different clinical commitments and availability, and there will be opportunities to contribute in ways that suit you.

You may be **invited to:**

- Review study materials, reports, and recommendations.
- Share perspectives on current clinical practice, training, and healthcare systems.
- Identify practical issues and opportunities for improvement from an early-career perspective.
- Attend online Study Advisory Group, Steering Group, results, and stakeholder meetings.
- Contribute to educational outputs, such as trainee-facing summaries.
- Support the development of future studies, where appropriate.
- Share information with any relevant trainee groups, where applicable.

You are not expected to represent the views of your profession, employer, or training programme. Instead, we encourage you to share your own experiences and perspectives while listening to and respecting the views of others.

Time Commitment

The level of involvement is flexible and will depend on your interests, availability, and the activities you choose to contribute to. **There is no minimum time commitment**, and you can choose which opportunities you would like to take part in. For example, you may choose to review a single document, attend a meeting (with online and in-person options), or contribute to a study more extensively.

As a guide, members who choose to be more involved may contribute **up to approximately 15 days per year per study**. This would include:

- Two study advisory group meetings per study.
- One results meeting per study.
- Reviewing documents, questionnaires, reports, recommendations, and other study-related materials.
- One stakeholder meeting approximately one-year post-publication of each study (optional).
- Two steering group meetings a year (optional).

There are also quarterly online Patient and Public Involvement (PPI) meetings, which members can attend according to their interests and availability.

Most of the work is likely to take place in your own time. Where appropriate, NCEPOD can support applications for study leave to enable you to participate. We can provide a certificate confirming the hours you have contributed to NCEPOD activities, which may be useful for CPD or portfolio purposes.

Reimbursement and Expenses

For in-person meetings, reasonable travel and other agreed expenses will also be reimbursed.

Benefits of Joining

By becoming a member of the Healthcare Professionals in Training Group, you will have the opportunity to:

- Contribute to national healthcare quality improvement.
- Shape recommendations that influence healthcare practice.
- Gain insight into NCEPOD's confidential enquiry and quality improvement process.

- Work alongside healthcare professionals, contributors, patients, families, and members of the public from a range of backgrounds.
- Contribute to your Continuing Professional Development (CPD).

Terms of Reference

The Healthcare Professionals in Training Group exists to ensure that the perspectives of early-career healthcare professionals are embedded throughout NCEPOD's work. The group will:

- Provide advice and feedback from an early-career clinical perspective.
- Ensure NCEPOD's work reflects current clinical practice and training environments.
- Contribute to the development of practical, evidence-informed recommendations.

Members are **asked to**:

- Share their views and perspectives constructively.
- Review documents and provide feedback when requested.
- Attend meetings where possible and actively participate in discussions.
- Respect the views and experiences of others.
- Maintain confidentiality where required.
- Declare any relevant conflicts of interest.
- Notify NCEPOD when they are no longer eligible to be a member of the group.

Members are **encouraged to**:

- Contribute openly and respectfully.
- Feel confident to ask questions, speak up, and share different perspectives, including where those differ from those of more senior colleagues or other healthcare professionals.
- Respond to requests within agreed timeframes.
- Act in accordance with NCEPOD's values of independence, integrity, and collaboration.

Support and Accessibility

We want everyone to feel comfortable contributing. If you need any reasonable adjustments or additional support to help you participate, please let us know. We will do our best to accommodate your needs.

Next Steps and Contact Information

Whether you're ready to join or would simply like to find out more, we would be happy to hear from you: engagement@ncepod.org.uk