



Archives

**Repository Royal College of General Practitioners GB2134**

**Collection: ACE College - Central Records**

**Creator(s):** Royal College of General Practitioners

**Administrative History:** The Royal College of General Practitioners was created in 1952.

**Immediate Source of Acquisition** Transferred from Departments

**Scope and Content** Records created by Central Departments

**Note:** For access contact [Heritage@rcgp.org.uk](mailto:Heritage@rcgp.org.uk)

**Sub Fonds: Council Records ACE H**

**Sub Fonds: ACE H Education Records**

**Reference:** GB2134 ACE H Education Records

**Creation dates:** 1952-2008

**Scope and Content :** Records of Records generated by committees, working parties and projects concerned with education and training.

**Series ACE H1-69**

**H1. Education Committee minutes, 20 January 1954 - 28 July 1992**

Minutes, mostly signed, of Undergraduate and Postgraduate Education Committees (1954-1964), of amalgamated Education Committee (1964-1975, 1978-1981), and of (renamed) Education Division [Executive] (1982-1992). Renamed Education Network and by 2006 was known as Professional Development Board

*In 1976 the Education Committee amalgamated with the Board of Censors, but by 1978 it had resumed independent existence. See ACE F3-2 for minutes of the merged Board of Censors and Education.*

*[ See Personal Papers Patrick Byrne for material relating to Byrne's involvement in the Committee, Byrne was its Chairman from 1964-70, and was President of the College, 1973-76, B BYR C 2-2]*

**H2. Education Committee papers, 1953 - 1987**

Reports, including duplicate minutes and agendas, of Undergraduate and Postgraduate Education Committees (1954-1964), of amalgamated Education Committee (1964-1975). The Education Committee was renamed Education Division 1982. It was later renamed the Education Network and by 2006 was known as Professional Development Board

*Gap 1965 - 1967; gap 1972-1982.*

*[ See Personal Papers Patrick Byrne for material relating to Byrne's involvement in the Committee, Byrne was its Chairman from 1964-70, and was President of the College, 1973-76, B BYR C 2-2]*

### **H3. Education Committee correspondence, 1953 - 1992**

Correspondence of Undergraduate and Postgraduate Education Committees (1954-1964), of amalgamated Education Committee (1964-1975) and of Education Division (1981-1992). Renamed Education Network and by 2006 was known as Professional Development Board.

Includes draft minutes of meetings, memoranda and reports relating to Education Division activities.

See also:

- *Personal Papers Patrick Byrne* for material relating to Byrne's involvement in the Committee, Byrne was its Chairman from 1964-70, and was President of the College, 1973-76, B BYR C 2-2.
- A CE H 66 *Educational Strategy for General Practice for the 1990s*.

### **H4. Education Foundation Board papers, 16 July 1965 - 6 February 1975**

Minutes, agendas, reports and correspondence of the Education Foundation Board.

*In 1976 the Education Foundation Board amalgamated with the Research Foundation Board (see ACE G7 to G8) to form the Scientific Foundation Board (see ACE G68).*

*[ See Personal Papers Patrick Byrne for material relating to Byrne's involvement with the Board, 1968-69, Byrne was Chairman of the Education Committee from 1964-70, and was President of the College, 1973-76, B BYR C 2-2]*

### **H5. Education - Budget and Administration, 1984 - 1988**

This series contains correspondence, income and expenditure statements, and budget estimates covering 1984/1985 to 1987/1988.

### **H6. College Tutors' Working Party papers, 1968 - 1975**

Minutes, agendas, reports and correspondence of the College Tutors' Working Party.

### **H7. College Visitors' Working Party minutes, 4 December 1972 - 2 February 1973**

Minutes of meetings of College Visitors' Working Party.

### **H8. Continuing Medical Education Correspondence and Continuing Education Subcommittee Minutes, 1971 - 1993**

This series contains correspondence, papers, memoranda and reports concerning curtailment of funding for continuing education courses under Section 63 of the Health Services and Public Health Act 1968, distance learning, a proposal for an Education Research Unit to develop effective continuing education courses in general practice, educational needs of women doctors, proposals for regional postgraduate organisation (1982) and declaration on continuing medical education by the Medical Royal Colleges and their Faculties in the UK (1993). Also includes minutes of meeting of the Continuing Education Subcommittee; and minutes, agendas and papers of Experimental Courses Study Group meetings.

*Gaps between June 1971 and June 1972; and November 1988 and December 1991.*

*See also A CE H 27 Continuing Education questionnaire papers, 1955-1958; A CE H 63 Higher Medical Education Correspondence 1987-1993; and A CE H 67 Education at District Level, 1974 - 1987.*

### **H9. Dean of Studies and John Hunt Fellow, 1969 - 1981**

Attempts were made to have a College tutor in 1956, 1964 and in 1969. Apart from six months part-time "Medical Secretary" in 1956 none of these attempts was successful.

In 1969, the Headquarters Courses Committee was involved in planning and organising 15 courses on a voluntary basis by members of the Committee and College staff, however, with the growth of these activities it was felt it was feasible to continue with this arrangement. It was proposed to the Education Foundation Board that funding be provided for a part-time medical tutor to plan, organize and coordinate courses and other educational work in the College. He would also liaison with faculties and visit local medical centres as well as pending the appointment of regional advisers and tutors provide guidance and advice on vocational training.

In 1971 a working party was set up to consider the appointment [John Horder (chair); H W K Acheson, Donald Crombie, Marshall Marinker]. It looked at having a person to run courses and be a tutor for Headquarters Courses, administration of College tutors at postgraduate centres [at that time done by John Mc Knight and Miss Bose]; inspection of vocational training schemes [at that point carried out by John McKnight and Marshall Marinker]; the daily presence of a medical qualified person at Princes Gate; research into education; dissemination of education resources nationally; provide advice on speakers and tutors; an authoritative College presence in medical schools and postgraduate centres. The Committee felt that it was too much for one role and if the post was full-time the person would lose contact with the work of a GP. It suggested different solutions for each of the areas needed.

A job description for a John Hunt Fellowship was drawn up in 1973 to accredit postgraduate training schemes, administer College tutors; liaise with trainees and assist Education Committee and subcommittees. Interviews were held December 1973 - the panel comprising the President [Byrne], Chairman [Lawson], Drs Fry, Kuenssberg and McCormick. There were three applications and only Drs Horder and Norell were interviewed.

The appointment was split between Dr John Horder and Dr Jack Norell. Dr Horder was John Hunt Fellow for 2 years (1974-1976) but Dr Norell held the post of Dean of Studies until 1981. Each originally worked two sessions but in 1974 the DHSS paid for Dr Norell to work a further two sessions in the role. When the JCPTGP was formed the post also included the role of Medical Executive body to that organisation and his (part-time) salary was split between the College of the Joint Committee.

The Dean of Studies amongst his other role produced a regular newsletter to College tutors about educational news and activities. In 1979 College tutors became a local rather than a central college responsibility.

A discussion paper on the future role of the Dean of Studies was written by Eddie Josse (Regional Adviser in General Practice) for the RCGP, JCPTGP and GMSC in October 1980 proposing a group coordinator of general practice education.

This series contains correspondence and reports of the office holders. Includes details of appointment and activities.

*See also: Education Committee ACE H 1 & H 2; Headquarter Courses Sub Committee ACE H 13 and Experimental Courses Study Group ACE H 43.*

### **H10. Diploma Working Party papers, 26 February 1966 - 16 May 1966**

Minutes, agendas, reports and correspondence of Diploma Working Party.

*See also ACE F18 Examination - Diplomas and GPwSI's*

**H11. Education Awards Subcommittee minutes, 20 February 1965 - 15 September 1972**

Minutes of meetings of the Education Awards Subcommittee.

**H12. Academic Review Working Party papers, 24 March 1969 - 24 June 1970**

Reports and correspondence of the Academic Review Working Party.

**H13. Headquarters Courses Subcommittee papers, 22 February 1966 - 8 October 1985**

Minutes, agendas, correspondence and reports of the Headquarters Courses Subcommittee of the Education Committee (1966-1974), the Experimental Courses Study Group of the Education Committee (from 1976-1977, of the Board of Censors and Education) (1974-1981), and the Courses Committee of the Education Division (1982-1985).

See ACE H43 *Experimental Courses Study Group*

A CE H 16 *London Teachers Workshop*

A CE H44. *Early Years in General Practice Course, 1972 - 1975*

A CE H45 *Scope of General Practice Course, 1972 - 1976*

A CE H46. *Teachers Course, 1972 - 1976*

A CE H47. *Content of General Practice Course, 1972 - 1974*

ACE H48 *Experimental Workshop for Group Leadership, 1972 - 1974*

**H14. Health Education Subcommittee papers, 1958 - 1973**

Minutes, agendas, reports and correspondence of the Health Education Subcommittee of the Education Committee and some papers relating to its predecessor, the Health Education Working Party.

**H15. Joint Advisory Committee on Undergraduate Education papers, 14 September 1954 - 5 February 1959**

Minutes, agendas, reports and correspondence of a body variously called the Joint Committee of London Faculties, the Metropolitan and Home Counties Joint Committee, the Metropolitan and Home Counties Subcommittee, and the Joint Advisory Committee on Undergraduate Education of the Metropolitan and Home Counties Faculties.

**H16. London Teachers' Workshop papers, 21 June 1972 - 14 February 1973**

Bulletins and minutes of the meetings of the London Teachers' Workshop.

This group was founded in c. 1970 with c. 15 members [J Bennison, S Bourne, D M Grant, G Gomez, S E Josse, M Salkind, Luke Zander, James Carne, Marshall Marinker, Jack Norell, M Ross, Bill Styles, John Woodall, Chris Donovan, W Moore, Bernice Tanner] discussing vocational training and trainee schemes - through role play and analysis of learning teaching situations and problems that members had encountered. It was heavily influenced by Balint methodology although Balint groups were not led by GP's but by psychoanalysts and the London Workshop was entirely GP's.

The members of the group took part as group leaders in Teachers Courses [ACE H46], and were involved in the Balint group - the Experimental Workshop for Group Leadership [ACE H48]. Marshall Marinker and Jack Norell (Dean of Studies) were heavily involved in organising courses for the Headquarter Courses [ACE H13] and Experimental Courses Study Group [ACE H43].

See also ACE H46 *Teachers Courses*

**H17. Medical Education Research Unit Working Party papers, 17 July 1972 - 5 September 1972**

Reports of a Working Party of the Education Committee on a College Medical Education Research Unit.

**H18. Obstetric Working Party papers, 1972 - 1983**

Minutes of meetings, supporting papers and correspondence of the Obstetric Working Party of the Education Committee, including papers of the Joint Working Party of the Royal College of Obstetricians and Gynaecologists and the RCGP.

*See ACE N21 for papers of a RCGP/RCOG Joint Committee on Contraception.*

**H19. Postgraduate Joint Advisory Committee papers, March 1956 - September 1964**

Minutes, agendas, reports and correspondence of the Joint Advisory Committee on Postgraduate Education of the Metropolitan and Home Counties Faculties, renamed [in 1957] the Postgraduate Joint Advisory Committee.

**H20. Postgraduate Subcommittee minutes, 23 May 1963 - 10 December 1964**

Minutes, and some agendas, of the Postgraduate Subcommittee of the Education Committee.

**H21. Psychological Medicine Working Party papers, 16 October 1965 - 31 March 1967**

Minutes and reports of the Psychological Medicine Working Party of the Education Committee.

*[ See Personal Papers Patrick Byrne for John Horder's paper 'Sexual Deviations: What the General Practitioner Needs to Learn', Byrne was Chairman of the Education Committee from 1964-70, and was President of the College, 1973-76, B BYR C 2-2]*

**H22. Trainees' Conference papers, 23 July 1971 -**

Notes of meetings held to discuss the organisation of a trainees' conference.

**H23. Undergraduate Education Subcommittees papers, 1966 - 1981**

Minutes, correspondence and reports of the Undergraduate Education Subcommittee and the Undergraduate Education Working Party.

*Several gaps.*

*See ACE J5-1 for signed register of attendance at meeting of Undergraduate Education Subcommittee, 12 March 1971. See ACE H1 to H3 for Education Committee records.*

*[ See Personal Papers Patrick Byrne for material relating to Byrne's involvement with the Undergraduate Education Subcommittee, Byrne was Chairman of the Education Committee from 1964-70, and was President of the College, 1973-76, B BYR C 2-2]*

**H24. University Departments Working Party papers, 13 June 1962 - 4 September 1978**

Correspondence and reports of the University Departments Working Party of the Education Committee.

**H25. Vocational Training Subcommittee papers, 1964 - 1977**

Minutes, agendas, reports and correspondence of the Vocational Training Working Party (1964-1967) and the Vocational Training Subcommittee (1968-1973) of the Education Committee, including minutes of working parties of the Vocational Training Subcommittee.

*[ See Personal Papers Patrick Byrne for material relating to Byrne's involvement in the Vocational Training Working Party, Byrne was Chairman of the Education Committee from 1964-70, and was President of the College, 1973-76, B BYR C 2-2]*

**H26. Student Attachment Survey papers, 8 February 1965 - 26 September 1966**

Reports and correspondence concerning student attachment survey.

*[ See Personal Papers Patrick Byrne for material relating to the Scheme, B BYR C 2-1, and Byrne's work in this area, carried out at the Department of General Practice, University of Manchester, B BYR B. Byrne was Chairman of the Education Committee from 1964-70, and was President of the College, 1973-76, B BYR C 2-2]*

**H27. Continuing Education questionnaire papers, 1955 - 1958**

Reports and correspondence concerning questionnaire on the continuing education of general practitioners.

*See also A CE H 8 Continuing Medical Education correspondence and Continuing Education Subcommittee minutes.*

**H28. Faculty Postgraduate correspondence, 1954 - 1965**

Faculty correspondence concerning postgraduate education.

**H29. Postgraduate Training in General Practice Committee, 1974 - 1978**

Records relating to the Postgraduate Training in General Practice Committee (1974-75) and its successor, the Joint Committee on Postgraduate Training for General Practice.

*The RCGP Postgraduate Training in General Practice Committee was set up in 1974 with the co-operation of the British Medical Association's General Medical Services Committee. In 1975 it was succeeded by the Joint Committee on Postgraduate Training for General Practice. Members of the RCGP serve on the Joint Committee but it operates as a separate body and maintains its own archives.*

**H30. Royal College of Physicians (RCP) - Training, 1973 - 2000**

This series contains correspondence and reports concerning the Joint Committee on General Professional Training, which was established in 1971 and first met in 1972 to consider a method of reviewing and approving junior hospital training posts. Also includes correspondence and papers relating to activities of education departments such as organisation of meetings, inter-collegiate programme on management education for clinicians 1997, and consultation on junior doctors' working hours.

*Gap between 1974 and 1988. See also ACE H32 Joint Hospital Visiting. See also papers JCPTGP.*

**H31. Joint Training Committee for General Practice papers, 1973 - 1974**

Papers, mainly correspondence, relating to the establishment and membership of the committee.

*The establishment of this Joint Committee was proposed in 1973 'to advise Council of the RCGP and Councils on Postgraduate Medical Education on the content and quality of Postgraduate Training for General Practice, including General Professional and Vocational Training.'*

### **H32. Joint College Hospital Visiting, 1972 - 2005**

RCGP's involvement in Joint Hospital Visiting [JHV] started with RCP in 1974, RCOG in 1980 and RCPsych in 1981. Hospitals were visited by representatives from the Colleges, meeting consultants and trainees. The Colleges looked for suitability of the hospital for specific training posts. In 1994 a Joint Hospital Visiting National Convenor was appointed. This work became part of the remit of the Assessment Network from 1998.

The Hospital Recognition Committee (HRC) which oversaw JHV continued from 1999 until 2005 (run from the College's North West England Faculty Officers in Warrington) which this function was subsumed by the creation of the Postgraduate Medical Education Board [PMETB]. Arrangement for the local visits was via the faculties but it was all centrally coordinated by the Warrington Office.

Minutes, Papers, Reports

### **H33. General Medical Services Committee GMSC-RCGP Section 63 Working Party, 1981 - 1985**

Meetings, papers, reports and correspondence re Section 63 funding. Section 63 of the Health Service and Public Health Act of 1968 provided for funding for continuing medical education for GP's.

*General Medical Services Committee [GMSC] of BMA [British Medical Association] GMSC became GPC [General Practitioners Committee] in 1999. See also ACE N BMA, GMSC, GMSC Liaison Committee*

### **H34. Committee of Enquiry Into the Regulation of The Medical Profession [Merrison Committee], 1973 - 1976**

This Committee was set up by the Secretary of State for Health in 1973 after a dispute between the medical profession and the General Medical Council.

It looked into the role of the GMC in supervision of education [they were responsible for undergraduate education] and the machinery for registration. It was chaired by Dr A W Merrison and included Dr J R Bennett MRCP; Mr. C M Clothier QC; Miss Margaret Drabble; Miss Catherine Hall SRN; Mr. N G C Hendry FRCS ed.; Dr D H Irvine [at that time RCGP Honorary Secretary, who represented the College, [later Sir Donald Irvine and Chairman of the GMC]; Mr. I MacDonald QC; Professor D C Marsh M Comm; Miss Audrey Prime; Professor K Rawnsley FRCP' Professor G Smart FRCP; Mrs. J G C Turner FRCS; Mrs. Mary Warnock; Dr W B Whowell FRCGP.

The College set up a working party under the Chairmanship of Professor Byrne to consider its evidence. It concentrated on vocation training and accreditation of individuals. The report included a recommendation that general practice be treated as a specialty.

After the report was published the College set up another working party under the

Chairmanship of Dr Lawson [and including Drs Fry, Pereira Gray, Irvine, Marinker and Waine] to deal with implications of the report, specifically role of MRCGP in relation to the proposed specialist register; standard setting role for general practice by the College; GMC elections; accreditation by Joint Higher Training Committees, vocational training

Minutes and correspondence re College evidence to the Merrison report on medical education and training. GMC conference to discuss report.

*Report of the Committee of Inquiry into Regulation of the Medical Profession (The Merrison Report) 1975, Cmnd 6018, London, HMSO.*

*College evidence published Journal of the Royal College of General Practitioners, 1972,24, pp. 59-74.*

### **H35. Inequalities In Health - The Black Report, 1977 - 1981**

In 1977 at the then Secretary of States request, Sir Douglas Black - [Chief Scientist at the DHSS and President of RCP London] set up a working group to :

"To assemble available information about the differences in health status among the social classes and about factors which might contribute to these, including relevant data from other industrial countries; to analyse this material and to suggest what further research should be initiated. It reported in 1981, by which time the government had changed from Labour to Conservative. Patrick Jenkins, the new minister, endorsed the findings but did not authorize any expenditure to solve the problems of poverty and poor health raised in the report.

Apart from Black himself the group consisted of Professor J N Morris, Professor of Community Health, University of London; Dr Cyril Smith, Secretary of the Social Science Research Council and Professor Peter Townsend, Professor of Sociology, University of Essex.

### **H36. Leeuwenhorst Group, 1974 - 1992**

In April 1974 the Dutch College of General Practitioners and the University Departments of general practice organised a conference at Leeuwenhorst to discuss training for general practice. "The Second European Conference on Teaching General Practice ". During the course of the meeting, Niels Bentzen (Denmark) and John Horder suggested that a working group "The Leeuwenhorst Group" of each of the eleven countries present should try to agree a European definition of what a general practitioner does.

A second meeting was held in London 27th October 1974 with Professor Patrick Byrne [see B-BY Byrne papers] as Chair and Dr John Horder [ B- HY Horder papers] as Secretary. Individuals were invited from various countries including Denmark, Belgium, Norway, Austria, German Democratic Republic, Federal Republic of Germany, Netherlands, France, Yugoslavia, Hungary and France, all of whom worked in Colleges or universities. The meeting did not only consider the definition of the work of a general practitioner but [as proposed by the United Kingdom delegates] the broad education training goals which should have been achieved by the time that a doctor enters independent practice.

The group met twice a year around Europe and published three pamphlets "The General Practitioner in Europe" [JRCGP 27 (1977), 117.], one on the contribution of general practice to undergraduate medical training and another on postgraduate education, which strongly advocated small group methods. The pamphlets were published with the help of Jensen Pharmaceutica of Beerse.



In 1981 Jan Van Es took over as chairman and Niels Bentsen as secretary.

John Horder later said "The group met with considerable success in the fact that its definition of general practice was accepted as a policy document, not only in the United Kingdom but in most of the other countries represented in the Group. It was quoted in other countries by the World Health Organisation, European Division [EUMO] quoted the group's work. Above all it was used in documents of the European Economic Community during the time when a Community Directive under the Treaty of Rome was being prepared." [ACE H36-7].

In 1982 "The Third European Conference on Teaching General Practice" was held in Beerse, near Antwerp and the members of the original group resigned in order that they could be replaced by a younger membership. The "New Leeuwenhorst group" was then formed and included members from 25 countries by 1992 it changed its name to the European Academy of Teachers in General Practice. Its constitution was then changed so that it was no longer an invite only group but one which was open to anyone involved in teaching general practice.

Between 1982-1985 the expenses of the British members were paid for by the Education Division after that it transferred to the International Department. Files from 1985 onwards are filed in the International Department's section

*Leeuwenhorst Group (1974-1982) New Leeuwenhorst Group (1982-1992), European Academy of Teachers in General Practice (1992-)*

*[See Personal Papers Patrick Byrne, B BYR D 3, for material relating to Byrne's involvement with the Leeuwenhorst Group, 1973-80, Byrne was Chairman of the Leeuwenhorst Group Working Party.] See also International Committee correspondence 1990 ACE P4-3*

### **H37. Vocational Training Schemes, 1974 - 1992**

Minutes, agendas, reports and correspondence.

The Hospital Training regulations which came into force in 1978 introduced a two stage mechanism for the approval and selection of hospital posts for vocational training for general practice. In England, posts used for training had to be approved by the specialist Royal College or faculty and then selected by a regional postgraduate medical education committee for the purpose of training for general practice. Although legally the responsibility was that of the specialist Royal Colleges, RCGP was involved in visits to posts through the mechanism of Joint Hospital visiting. This was far from perfect as some specialist Royal Colleges failed to acknowledge the need for joint hospital visiting and others paid little heed of the general practitioner representative. The situation in Scotland was rather different in that the specialist Royal Colleges did not have the same influence. The Scottish Vocational Training Regulations at that time stipulated, "an educationally approved post is one that has been approved and selected by a regional postgraduate medical education committee for training in general practice." This potentially gave considerable flexibility and autonomy to regional postgraduate medical education committees and should have resulted in very an effective system in Scotland. The reality was that very few regional postgraduate medical education committees in Scotland visited hospital posts in a systematic way and there was confusion over what was the education committee or the general practice medical education committee.

New regulations for vocational training came into effect on 30 January 1998. These introduced a number of changes and greatly enhanced the power and influence of the JCPTGP. The regulations require that, under prescribed experience, only hospital posts

approved first by the Specialist Training Authority and then by the JCPTGP may be selected for vocational training.

A hospital recognition committee was formed in 1998.

*See ACE H25 Vocational Training Subcommittee, ACE H32 Hospital Visiting*

*[ See Personal Papers Patrick Byrne for material relating to Byrne's involvement in the Vocational Training Working Party, Byrne was Chairman of the Education Committee from 1964-70, and was President of the College, 1973-76, B BYR C 2-2]*

### **H38. Educational Research Project [ERP], 1978 - 1987**

Report, minutes, working papers.

The ERP was conceived in 1978 in the Experimental Courses Study Group and was started in 1980 as joint project of RCGP/Brunel University and the DHSS. The research team evaluated, organised and ran courses in Care of the Elderly in General Practice; Dermatology in General Practice and Paediatric Surveillance in General Practice. The last course was completed on 23 March 1984 and the final report was completed in 1987. The team leaders were Professor Furneaux and Dr Susan Barry

The broad concept of the project was to initiate educational materials, methods and experiences which could exemplify the processes involved in pursuing E. George Miller ["Continuing Education for What" Journal of Medical Education Vol 42 April 1967 pp320-326] concern that

"The purpose of continuing education is clearly to improve the quality of patient care"

Attempts were made using patient treatment cards to assess before and after effects of the course on doctors treatment of certain patients, as well as course evaluation; questionnaires.

### **H39. What Sort of Doctor, 1980 - 1989**

Report, minutes, working papers.

In September 1980 the Board of Censors set up a working party to devise " a method of assessing the performance of established general practitioners in the setting of their own practices." The first report was published in the Journal of the Royal College of General Practitioners 1981; 31(232): 698-702 (November) . Members of the First Working Party (1980-1981) were JAR Lawson (Chairman), JC Hasler, M Marinker, L Newman, JS Norell, DA Pendleton and JH Walker.

A second working party was set up in September 1982 to test What sort of Doctor method of performance review under field conditions. The second Working Party invited help from Mersey, South East Thames and South East Scotland Faculties. The evaluation was supervised by the College's Stuart Fellow.

Members of the Second Working Party (1982-1984) were TPC Schofield (Chairman), J Emmanuel, JM Forrest, L Henderson, JP Horder, J Lee, AJ Membrey, K Mourin, JS Norell, DA Pendleton, M Ryan and J Woodward.

The interim report of the second working party was issued in September 1983 and the consolidated report of both working parties was published in July 1985 [Report from General Practice No. 23 "What sort of doctor? Assessing Quality of Care in General Practice".

The methods of evaluation used by the second working party, though appropriate to the stage of development that the WSOD instrument had reached at that time, were limited in nature and coverage: and the Education Division of the College recognised that, if the instrument was to be adopted more widely throughout the profession, a more rigorous form of evaluation would be needed. Accordingly in May 1984 the Education and Research Division conjointly established a third working party with the remit of "advising the Education Division on how to approach the Evaluation of WSOD methods." The working party first met in September 1984 and reported October 1985.

Members of the third working party were ML Marinker [Chair], JR Butler, VMW Drury, AJ Membrey, IT Russell, TPC Schofield.

#### ***H40. Working Party on Medical and Dental Teaching Resources in London [Flowers Committee], 1979 - 1980***

February 1979 Lord Annan, Vice Chancellor of London University set up a working party to examine the future of Medical Education in London.

The objective of the Working Party was to consider how best to maintain and develop the excellence and international renown of the University of London medical and dental teaching and research in view of the fact that the finance available for their support had already been seriously diminished and showed no sign of being replenished.

The Committee was chaired by Lord Flowers [of Imperial College] and included Brian Bailey [South West Regional Health Authority], Sir John Butterfield [Regius Professor of Physic, Cambridge], A H Crisp [Dean of Faculty of Medicine, University of London], J H Kellgren [Dean of Medical School, University of Manchester, N F Morris [Deputy Vice-Chancellor, Professor of Obstetrics and Gynaecology, Charing Cross Hospital Medical School] and J R Stewart [Principal of London University].

The Working party recommended that the 34 medical and dental schools and institutions in London should be grouped into six schools of medicine and dentistry and each should become part of a multidisciplinary college or school of the university. This was very controversial and at a conference to discuss the report at Senate House student's demonstrated outside with coffins.

In December 1981, a year in which the University Grants Committee announced a reduction in grant in each of the next three years, the University of London finally reached conclusions on the pattern of undergraduate medical education in London. It was decided to reduce the number of separate schools, only four remaining independent; the Royal Free, St Mary's, St George's and King's College Hospital Medical School which was in any case uniting with King's College Strand. Charing Cross and the Westminster Medical Schools would be strengthened by merger; the proposal by the medical schools of Guy's and St Thomas's to form the United Medical Schools under a single governing body was supported; the medical colleges of St Bart-colonels' and The London should cooperate; and a joint school would be established between the Middlesex and the Faculty of Clinical Sciences of University College.

#### ***H41. Open University, 1978 - 1987***

In June 1980, RCGP wrote to the Open University proposing that the university to open a department of Primary Health Care in the Open University. The unit aimed to provide continuing education to general practitioners, health visitors, community nurses, social

works and others who provided primary care.

#### **H42. RCGP Learning Unit, 2003 - 2005**

In January 2004 RCGP launched a joint project with the University of Bath to create distance learning materials.

#### **H43. Experimental Courses Study Group Correspondence, 1972 - 1977**

This group came out of the Headquarters Courses Sub Committee (which was chaired by John Fry 1966-1970 and then from 1970 Paul Freeling). Its remit was to arrange and supervise educational courses and other meetings at Princes Gate not only to run proven successful and well-tried courses but also to experiment with newer types of meetings. From 1968 experimental seminars were arranged e.g. practice team collaboration under the chairmanship of a sociologist John Burrows and research methods in general practice in 1969 under Graham Kalton and Frank Gattoni of the London School of Economics. Particular attention was paid to new entrants into general practice with day release courses and later courses for more experienced GPs.

The Headquarters Courses Committee formally became the Experimental Courses Study group in June 1974. John Woodall was Chairman until 1979 when Eric Gambrill succeeded him.

Minutes, agendas and correspondence; contains some duplicates from Headquarters Courses papers [see A CE H 13]. Also includes correspondence and papers relating to a Taiwan Doctors' course held in 1977.

*A CE H 13 Headquarters Courses Subcommittee*

*A CE H 16 Experimental Workshop for Group Leadership*

*A CE H 44 Early Years in General Practice Course, 1972 - 1975*

*A CE H 45 Scope of General Practice Course, 1972 - 1976*

*A CE H 46 Teachers Course, 1972 - 1976*

*A CE H 47 Content of General Practice Course, 1972 - 1974*

*A CE H 48 Experimental Workshop for Group Leadership, 1972 - 1974*

*A CE H 49 Communication and Language in General Practice Course*

#### **H44. Early Years in General Practice Course, 1972 - 1975**

This course was aimed at new entrants to General Practice ["Young principles, trainees, doctors returning from overseas and married women requiring a refresher course"]. It was first run in 1963 at the invitation of the British Postgraduate Medical Federation of the University of London. It lasted 5 days - the mornings were a series of talks on the future of general practice, practice organization, the regional medical service, social medicine, geriatrics, maternity services, occupational health, prescribing, structure of the NHS, Epidemiology, research, practice equipment and premises, and the medico-legal aspects of general practice and was run by Dr Valerie Graves 1964-1965.

By 1974 it was organised by Dr Terrence Lee and included:

"The Content of General Practice" [David Morrell]; Local Medical Government [Denis Cook]; Chronic disorders of the bones and joints [B Pollak]; Sore Throats [T J Lee]; medical certification [M R Hayes]; rehabilitation [Fay Fontana]; school medical service [Gwynne Jones]; geriatrics [M K Thompson]; disabled living foundation; business aspects of general practice [Stuart Carne]; Prescribing [M J Linnett]; Accountancy [Julian Lee]; Family Planning [John McEwen]; Social Services in the Community [N Grindrod]; Regional Medical Services [A Bryce Stewart]; Medical Emergencies at Home [R A Street]; Development Paediatrics [G H Curtis Jenkins]; Balint Groups [Norell, Carne, Balint members]

*See also*

*ACE H13-2 Duplicate minutes, agendas, reports and correspondence of the Headquarters Courses Subcommittee of the Education Committee, mostly concerning 'Early Years in General Practice' courses 1964-1965.]*

*ACE H43 Experimental Courses Correspondence*

#### **H45. The Scope of General Practice Course, 1972 - 1976**

This course for trainees and new entrants to general practice (organised by the Headquarter Courses Sub Committee ACE H13, later Experimental Study Group ACE H43) was first run by J T Woodall in 1970 as an extended day release course over six months covering clinical, administrative and organisational topics the three sessions for each day were addressed by selected general practitioners, hospital doctors, community workers and administrators. It was later organised by John Stevens (of Aldeburgh), Michael Arnold and Roger Hillman.

*See also*

*ACE H13 Headquarters Courses Subcommittee of the Education Committee*

*ACE H43 Experimental Courses Study Group Correspondence*

#### **H46. Teachers Course, 1972 - 1976**

This course under the egress of the Headquarter Courses subcommittee [ACE H13] later Experimental Courses Study Group ACE H43] was for trainers and would be trainers. It was one of a number of initiatives for the development of training ability of teachers- the others were London Teachers Workshop [ACE H16]; The Content of General Practice [ACE H47]. The Balint Group - Experimental Workshop for Course Leadership [ACE H48] set up in 1972 saw itself as providing training in leadership of task orientated interactive groups - the methods used in many of these and other College courses.

The Teachers Course was first run in 1968 and was inspired by courses being run in Liverpool and Manchester. The courses were run by Paul Freeling and Jack Norell. From 1972 onwards they were heavily influenced by "The Future General Practitioner" - participants were expected to be "Thoroughly familiar with its ideas". Programmes included designing a curriculum, use of MEQ's [modified essay questions]; filmed consultations and role play, discussions on teaching situations. Trainees acted as guinea pigs for the course.

Some of the London teachers Workshop members were involved in the teachers courses- [see ACE H16]

*See also*

*ACE H13 Headquarters Courses Subcommittee of the Education Committee*

*ACE H43 Experimental Courses Study Group Correspondence*

*ACE H16 London Teachers Workshop*

#### **H47. The Content of General Practice Course, 1972 - 1974**

This course (organised by the Headquarter Courses Sub Committee ACE H13, later Experimental Study Group ACE H43) was first run by Paul Freeling and Marshall Marinker in March 1973 and was based upon the methodology espoused in "The Future General Practitioner - Learning and Teaching" (1972). It was a teaching course for doctors who were already trainers or running vocational training schemes and who had attended the College's teachers courses which had been running since 1968 [see ACE H46].

The aim of the course was to increase the knowledge and skills of the general practitioner teacher in five areas: health and diseases; human development, human behaviour, medicine and society and the practice.

*See also*

*ACE H13 Headquarters Courses Subcommittee of the Education Committee*

*ACE H43 Experimental Courses Study Group Correspondence*

*ACE H16 London Teachers Workshop*

*ACE H48 Experimental Workshop for Group Leadership*

#### **H48. Experimental Workshop for Group Leadership, 1972 - 1974**

This group from April 1972 (which was run under the egress of the Headquarters Subcommittee and later the Experimental Study Group) was a Balint Society group which met at the RCGP. Enid Balint was its leader. Members were Dorothea Ball, James Carne, Max Clyne, Michael Courtenay, Paul Freeling, Cyril Gill, Mary Hare, Aaron Lask, T E Lear, Mary Lindsay, T F Main, Marshall Marinker, Jack Norell, A M Sandler, Jean Pasmore, and Vera A Pettitt. Some members were GP's and others were psychoanalysts.

It saw it's role as part of the College initiatives in teaching trainers e.g. Teachers Courses [ACE H46]; London Teachers Workshop [ACE H16]; The Content of General Practice [ACE H47] by providing training in leadership of task orientated interactive groups - the methods used in many of these and other College courses as well as vocational training schemes and other Balint groups. It also provided speakers for the Balint sessions at the Early Years in General Practice Course [ACE H44]. Paul Freeling, Jack Norell and Marshall Marinker were heavily involved in organising Educational activities and courses for the College.

Minutes and correspondence

*See also*

*ACE H13 Headquarters Courses Subcommittee of the Education Committee*

*ACE H43 Experimental Courses Study Group Correspondence*

#### **H49. Communication and Language in General Practice Course, 1975 - 1975**

This Course was run by Bernice Tanner for the Experimental Courses Study Group [ACE H43] jointly as convenor of the Education Committee of the North and West London Faculty [AFH C] in November 1975. She was also a members of the Balint influenced London Teachers Workshop [ACE H16].

This two day event was aimed at trainers and teachers of general practice, Paediatricians, psychiatrists and allied professions. Speakers included Pat Byrne, Professor Crystal [University of Reading]; John Maddox; Professor R H Robins, Anthony Ambrose, Natalie Waterson, Joan Reynell, Anthony Buffery, Dr Blurton Jones, Patrick Pietroni, Paul Freeling, E Q Grant, Conrad Harris. George Steiner was originally intended to be one of the key note speakers

Bernice Tanner Edited a book as a result of this course "Language and Communication in General Practice" Hodder and Staughton (1976)

*See also*

*ACE H13 Headquarters Courses Subcommittee of the Education Committee*

*ACE H43 Experimental Courses Study Group Correspondence*

**H50. Conference in the Doctor-Patient Relationship, 1977 - 1977**

Organised by John Stevens of Aldeburgh, funded by King's Fund, held 6 December 1977.

Dr Stevens ran a pioneering VTS scheme in Ipswich, was a member of the Vocational Training Committee and organised the "The Scope of General Practice Course for Trainees and New Entrants in General Practice" in 1972. He had a Nuffield Travelling Fellowship in 1969 and was a Mackenzie lecturer in 1973. He was an advocate of the use of behavioural science for understanding general practice.

*See also*

*ACE H13 Headquarters Courses Subcommittee of the Education Committee*

*ACE H43 Experimental Courses Study Group Correspondence*

**H51. Advanced Course in General Practice, 1971 - 1977**

This Course ran between 1971 and 1977. It was an intensive course of 20 sessions originally over two weeks designed for principals who had not had vocational training to analyse their current methods of training, stimulation of different learning methods, experience in clinical methodology and to act as preparation for the MRCGP exam. It was first held in March 1972. In 1975 it was decided to divide the course into two sessions - with a time period between - the first sessions were to identify weaknesses of attendees and the second to remedy them.

*See also*

*ACE H13 Headquarters Courses Subcommittee of the Education Committee*

*ACE H43 Experimental Courses Study Group Correspondence*

**H52. Practice Management in General Practice Courses, 1971 - 1973**

The courses were run as part of the continuing education programme for GPs.

This series contains correspondence, course details and reports concerning a practice administrators' course (1971) and practice management courses for NHS reorganisation (1973).

**H53. Health Centre Entrants Course, 1971 - 1975**

As part of the continuing education programme for GPs, the courses were aimed at principals in general practice and those who were expected to enter health centres within two or three years. The object of the courses was to highlight problems and opportunities which the move to health centres presented.

This series contains correspondence, course programmes, lists of participants and reports concerning arrangements for Health Centre Entrants Courses, Health Centre Study Days and Educational Needs of Health Centre Entrants Courses.

**H54. Ages of Man Course, 1973 - 1976**

As part of the continuing education programme for GPs, this one week intensive refresher course is aimed at general practitioners principals to study aspects of preventive medicine, health education, early diagnosis and management of the patient at different ages in general practice; and to consider practice organisation and interaction with other professionals.

This series contains reports, course programmes, reading lists, lists of participants and

speakers, and correspondence concerning the organisation of 'Ages of Man' courses between 1974 and 1976.

**H55. Joint Study Day of London Marriage Guidance Council and RCGP, 1973 - 1973**

As part of the continuing education programme for GPs, the joint study days aimed to explore ways of increasing cooperation between general practitioners and marriage counsellors, and to investigate the GP's ability to help in the marital problems of patients. The course participants comprised general practitioners and marriage counsellors.

This series contains programme, lists of participants and correspondence concerning the organisation of joint study days.

**H56. Joint Study Day of the Geriatrician and the General Practitioner, 1974 - 1975**

As part of the continuing education programme for GPs, the joint study day aimed to examine problems shared by GPs, geriatric physicians and the health and social services in the care of the aged sick.

This series contains programme, report, lists of participants and correspondence concerning the organisation of the joint study day.

*See also O12 Palliative Care, O11 Care of the Elderly*

**H57. Joint Study Day 'On Dying Well', 1974 - 1977**

As part of the continuing education programme for GPs, the joint study day aimed to examine doctors' attitudes and responsibilities to the dying patient. It was held in conjunction with the King Edward's Hospital Fund for London.

This series contains programme, report, questionnaires, lists of participants and correspondence concerning the organisation of the joint study day.

*See also O12 Palliative Care, O11 Care of the Elderly*

**H58. Joint Clinical Auditing Seminar of Society of Social Medicine and RCGP, 1975 - 1975**

As part of the continuing education programme for GPs, the seminar aimed to examine the implications of applying a system of operational and clinical auditing in general practice.

This series contains programme, papers, lists of participants and correspondence concerning the organisation of the seminar.

**H59. Armed Forces Subcommittee minutes, 29 September 1971 - 6 September 1972**

Minutes of meetings of Armed Forces Subcommittee.

*See also ACE N14 Ministry of Defence*

**H60. General Medical Services Committee (GMSC) Education and Audit**



### ***Sub-Committee, 1985 - 1995***

The Education and Audit Sub-Committee is a sub-committee of GMSC of the British Medical Association (BMA) specializing in training and education issues. It is linked to GMSC?RCGP Liaison Committee. GMSC became GPC [General Practitioners Committee] in 1999.

This series contains minutes of meetings, agendas, papers, reports, and accompanying memoranda and correspondence.

### ***H61. Royal College of Obstetricians and Gynaecologists - Joint Statement on Vocational Training, 1981 - 1993***

This series contains papers, minutes and correspondence relating to the drafting of a joint statement with Royal College of Obstetricians and Gynaecologists on vocational training in obstetrics and gynaecology for GPs.

*See also A CE N 21 for Royal College of Obstetricians and Gynaecologists (1970-1995) papers.*

### ***H62. Continuing Learning in Practice Project (CLIPP) and Clinical Assessment for Systematic Education (CASE), 1981 - 1993***

In 1985, the Scottish Council launched a distance learning project Continuing Learning in Practice Project (CLIPP) together with Clinical Assessment for Systematic Education (CASE). The aim of the CLIPP initiative is to improve standards of patient care. CASE is a programme within CLIPP designed to provide GPs with a continuing programme of education and opportunities for self-assessment. It consists of series that cover the principal clinical areas of general practice in a systematic way.

This series contains papers, agreements, reports, memoranda, minutes of CLIPP Management Steering Committee and Board meetings and correspondence concerning the development and design of CLIPP and CASE. Includes details of agreement between RCGP and University of Dundee on commissioning of feasibility study, sponsorship by Glaxo Pharmaceuticals Limited for an experimental programme of continuing education, evaluation of CASE programme, development of CLIPP time management programme book, launch of CLIPP, and the future of CLIPP and CASE programmes.

### ***H63. Higher Medical Education Correspondence, 1987 - 1993***

This series contains correspondence, papers, memoranda and reports concerning accreditation in higher professional training, development of an educational policy of the College, higher professional education courses in the UK, and portfolio-based learning.

*See also A CE H 8 Continuing Medical Education Correspondence and Continuing Education Subcommittee Minutes, 1971 - 1993; A CE H 67 Education at District Level, 1974 - 1987*

### ***64. Department of Health and Social Security: Medical Education in the NHS, 1980 - 1981***

This series contains correspondence and papers concerning a consultation on medical teaching in the NHS.

*See also A CE N 2 Department of Health and Social Security, 1948 - 1980.*

### **H65. Research into Educational Problems, 1972 - 1973**

The Schools Council funded a curriculum research and development project concerned with the health education of pupils between 5 and 13, with the aim to develop teaching material.

This series contains correspondence and papers concerning the Schools Council project, and papers by Education Committee and University of Manchester Department of General Practice on research into educational problems (1972).

### **H66. Educational Strategy for General Practice for the 1990s, 1987 - 1990**

This series contains correspondence and memoranda concerning the development of an educational strategy for the 1990s, including draft and final reports.

*See also A CE H 3 Education Committee correspondence, 1953 - 1992.*

### **H67. Education at District Level, 1974 - 1987**

This series contains memoranda, minutes of meetings, correspondence, and draft and final reports concerning the development of a strategy for general practitioner education at district level, higher training for young principals, and provision of MSc courses.

*See also: A CE H 8 Continuing Medical Education Correspondence and Continuing Education Subcommittee Minutes; A CE H 63 Higher Medical Education Correspondence.*

### **H68. Council for Postgraduate Medical Education in England and Wales, 1984 - 1987**

The Council for Postgraduate Medical Education in England and Wales (CPME) became the Advisory Commission on Postgraduate Medical Education in March 1988 or Standing Committee on Postgraduate Medical Education (SCOPME). This was itself disbanded in 1999.

This series contains memoranda, minutes of meetings, supporting papers and correspondence concerning activities of the Council and its Subcommittees such as Advisory Committee of Deans, Advisory Committee on General Practice, Dental Committee, Chairmen and Secretaries of Councils for Postgraduate Medical Education, Education Liaison Group, and Advisory Committee of Dean's Working Party on Educational Problems of SHO'S.

### **H69. Diploma in Community Child Health (DCCH), 1981 - 1990**

This series contains memoranda, agreements, reports and correspondence relating to a Diploma in Community Child Health and acceptance of examination for accreditation.

*See also: A CE O 13 Paediatrics; A CE N 6 British Paediatric Association (BPA).*

## **Detailed Listing**

### **A CE H 1 Education Committee minutes, 20 January 1954 - 28 July 1992**

Minutes, mostly signed, of Undergraduate and Postgraduate Education Committees (1954-1964), of amalgamated Education Committee (1964-1975, 1978-1981), and of (renamed) Education Division [Executive] (1982-1992). Renamed Education Network and by 2006 was known as Professional Development Board

*N.B. In 1976 the Education Committee amalgamated with the Board of Censors, but by 1978 it had resumed independent existence. See ACE F3-2 for minutes of the merged Board of Censors and Education.*

[ See Personal Papers Patrick Byrne for material relating to Byrne's involvement in the Committee, Byrne was its Chairman from 1964-70, and was President of the College, 1973-76, B BYR C 2-2]

- |                     |  |  |
|---------------------|--|--|
| <b>A CE H 1 - 1</b> | <b>Undergraduate Education Committee Minutes</b><br>Minutes, mostly signed, of meetings of Undergraduate Education Committee. Includes unsigned minutes of combined meeting of Undergraduate and Postgraduate Education Committees (30 April 1955).  | <b>20 January 1954<br/>- 19 September 1964</b> |
| <b>A CE H 1 - 2</b> | <b>College of General Practitioners Postgraduate Education Committee Minutes</b><br>Minutes, mostly signed, of Postgraduate Education Committee, including unsigned minutes of combined meeting of Undergraduate and Postgraduate Education Committees (30 April 1955), and unsigned minutes of joint meeting of Undergraduate and Postgraduate Education Committees (13 July 1961).   | <b>20 January 1954<br/>- 10 October 1964</b>   |
| <b>A CE H 1 - 3</b> | <b>Royal College of General Practitioners Education Committee Minutes</b><br>Minutes, mostly signed, of meetings of Education Committee (1965-1975), and unsigned minutes of first meeting of Board of Censors and Education (6 February 1976).<br><i>N.B. See ACE F3-2 for minutes of meetings of Board of Censors and Education (February 1976 - September 1977).</i>  | <b>23 January 1965<br/>- 6 February 1976</b>   |
| <b>A CE H 1 - 4</b> | <b>Royal College of General Practitioners Education Committee Minutes</b><br>Minutes, mostly signed, of meetings of (reconstituted) Education Committee (1978-1981) and (renamed) Education Division [Executive] (1982-1992).<br><i>Item: [For copy of 'Joint Hospital Visiting Guidelines' (RCGP, c.1989), produced by the Education Division, see personal papers of Dr John Fry, B FRY B 1-1 (iii)]</i><br><i>N.B. Two copies of signed minutes of meeting of 7 October 1987.</i> | <b>3 February 1978<br/>- 28 July 1992</b>      |

### **A CE H 2 Education Committee papers, 1953 - 1987**

Reports, including duplicate minutes and agendas, of Undergraduate and Postgraduate Education Committees (1954-1964), of amalgamated Education Committee (1964-1975). The Education Committee was renamed Education Division 1982. It was later renamed the Education Network and by 2006 was known as Professional Development Board  
*N.B. [ See Personal Papers Patrick Byrne for material relating to Byrne's involvement in the Committee, Byrne was its Chairman from 1964-70, and was President of the College, 1973-76, B BYR C 2-2]*

- |                     |  |                        |
|---------------------|--|------------------------|
| <b>A CE H 2 - 1</b> | <b>Undergraduate Education Committee</b><br>Reports of Undergraduate Education Committee, including some correspondence.                                 | <b>1953<br/>- 1958</b> |
| <b>A CE H 2 - 2</b> | <b>Undergraduate Education Committee.</b><br>Reports of Undergraduate Education Committee.   | <b>1953<br/>- 1961</b> |
| <b>A CE H 2 - 3</b> | <b>Undergraduate Education Committee.</b><br>Duplicate minutes and agendas of meetings of the Undergraduate Education Committee.                         | <b>1954<br/>- 1961</b> |
| <b>A CE H 2 - 4</b> | <b>Undergraduate Education Committee Agendas and Minutes<br/>Sept 1961 - Sept 1964</b><br>Duplicate minutes and agendas of meetings of the Undergraduate | <b>1961<br/>- 1964</b> |

Education Committee.

- A CE H 2 - 5 Postgraduate Education Committee, 1954 - 1964**  
Duplicate minutes, agendas and reports of meetings of the Postgraduate Education Committee, including agendas for joint meetings of Undergraduate and Postgraduate Education Committees (30 April 1955 and 13 July 1961), and draft no. 4 of the 'Guidance for Trainers' memorandum (1957).
- A CE H 2 - 6 Education Committee Meetings / Minutes April 1964 - December 1965 1964 - 1965**  
Duplicate minutes, agendas and reports of meetings of the Education Committee.
- A CE H 2 - 7 Education Committee 1967 - 1972**  
Reports and newsletters of the Education Committee.
- A CE H 2 - 8 Education Division papers 1982 - 1982**  
22 Jan 1982 [1st meeting]; 6 July 1982 [3rd meeting]; 16 Sep 1982 [4th meeting].  
Includes Courses Committee; Educational Research Project; Black Report; What Sort of Doctor; Stuart Fellow; Joint Hospital visiting; manpower; Performance review Working Party; Professional Standard Working party; RCOG/RCGP Report on Training; Audit; Gulf States  
*Item: Papers from 14th April 1982 missing. See ACE H13 What Sort of Doctor [WSOD] Working Party*
- A CE H 2 - 9 Education Division papers 1983 - 1983**  
6 Jan 1983 [1st meeting]; 29 Apr 1983 [2nd meeting]; 13 July 1983 [3rd meeting]. 12 Oct 1983 [4th meeting]  
Includes Courses Committee; Educational Research Project; What Sort of Doctor; Stuart Fellow and its Future; Joint Hospital visiting; manpower; Performance review Working Party; Professional Standard Working party; trainers; tutors; Meshtel; distance learning; Joint Working Party with Civil Service Medical Advisory Service; Practice Activity Analysis; Joint Working party with RCPsych  
*Item: See ACE H13 What Sort of Doctor [WSOD] Working Party*
- A CE H 2 - 10 Education Division papers 1984 - 1984**  
18 Jan 1984 [1st meeting]; 13 Apr 1984 [2nd meeting]; 9 Aug 1984 [3rd Meeting - workshop on MRCGP and Meaning of Membership]. 31 Oct 1984 [4th meeting]  
Includes Selection and Re-Selection of Trainers; hospital posts; GMC proposals for basic specialist training; Stuart Fellowship and future; What Sort of Doctor working party; Competencies of Medical Students in Child Health; performance review study days; Courses Committee; Quality Initiative; CLIPP programme; Educational Research Project; New Leeuwenhorst Group; course organisers  
*Item: part of agenda 14 April 1984 missing See ACE H13 What Sort of Doctor [WSOD] Working Party*
- A CE H 2 - 11 Education Division papers 1985 - 1985**  
30 Jan 1985 [1st meeting workshop Competencies the Way Forward]; 17 Apr 1985 [2nd meeting]; 16 July 1985 [3rd

Meeting] 22 Oct 1985 4th Meeting - workshop on competencies and on third What Sort of Doctor report]].

Includes Selection and Re-Selection of Trainers; hospital posts; GMC proposals for basic specialist training; Stuart Fellowship and future; What Sort of Doctor working party; Competencies of Medical Students in Child Health; Primary Health Care in the Urban Environment; CASE; CLIPP; Performance review; New Leeuwenhorst Group; Course Committee; National Review of Postgraduate Education for General Practice; Overseas Graduates.  
*Item: See ACE H13 What Sort of Doctor [WSOD] Working Party*

**A CE H 2 - 12 Education Division papers 1986 - 1986**  
22 Jan 1986 [1st meeting]; 9 Apr 1986 [2nd meeting]; 9 July 1986 [3rd Meeting] 17 Sep 1986 [ 4th Meeting ].

Includes problems with vocational training; hospital visiting; JCPTGP; distance learning; CLIPP; Courses Committee; Competencies; continuing education and protected learning time; performance review; ASME [Association for the Study of Medical Education]; New Leeuwenhorst Group; Hospital visitors Study say; medical education at district level; What Sort of Doctor research proposals; maternity medical services; continuing medical education; misuse of drugs - review of training; higher training needs of young principals; Renee Short select committee; Education adviser; The determination of priorities in the postgraduate education of pharmacists; GP training in psychiatry.  
*Item: See ACE H13 What Sort of Doctor [WSOD] Working Party*

**A CE H 2 - 13 Education Division papers 1987 - 1987**  
28 Jan 1987 [1st meeting]; 29 Apr 1987 [2nd meeting]; 14 Jul 1987 [3rd Meeting] 7 Oct 1987 [ 4th Meeting ].

Includes Training needs of Young Principals and continuing Education; course Organisers; GMC draft regulation on training of specialists; CLIPP; New Leeuwenhorst Group; Joint Meeting with RCPsych; Educational Needs of Practice Nurses; Renee Short Select Committee on Primary Care; Maternity Medical Services; Irish Vocational Training Schemes; locum allowance for study leave; proposal for Academic adviser; family planning training for GP's; assessment during vocational training; GMC working party report on teaching of behavioural science, community medicine and general practice; CPME - District postgraduate education committees.

### **A CE H 3 Education Committee correspondence, 1953 - 1992**

Correspondence of Undergraduate and Postgraduate Education Committees (1954-1964), of amalgamated Education Committee (1964-1975) and of Education Division (1981-1992). Renamed Education Network and by 2006 was known as Professional Development Board. Includes draft minutes of meetings, memoranda and reports relating to Education Division activities.

*N.B. See also:*

*- Personal Papers Patrick Byrne for material relating to Byrne's involvement in the Committee, Byrne was its Chairman from 1964-70, and was President of the College, 1973-76, B BYR C 2-2.*

*- A CE H 66 Educational Strategy for General Practice for the 1990s.*

**A CE H 3 - 1 Undergraduate Education Committee, 1953 - 1956**  
Correspondence and reports of Undergraduate Education

Committee, including paper from the British Medical Students' Journal ('The G.P. Firm' by Dr. E. Warner), and the British Medical Students' Association report on undergraduate medical education in Great Britain and Northern Ireland (October 1956).

- |                      |   |                                    |
|----------------------|---|------------------------------------|
| <b>A CE H 3 - 2</b>  | <b>Undergraduate Education Committee Aug. 1959 - May 1965</b><br>Correspondence and reports of Undergraduate Education Committee.   | <b>1959<br/>- 1965</b>             |
| <b>A CE H 3 - 3</b>  | <b>Postgraduate Education Committee,</b><br>Correspondence and reports of Postgraduate Education Committee, including list of qualifications held by College members and associates by faculty.   | <b>1953<br/>- 1958</b>             |
| <b>A CE H 3 - 4</b>  | <b>Postgraduate Education Committee</b><br>Correspondence and reports of Postgraduate Education Committee.  | <b>1956<br/>- 1960</b>             |
| <b>A CE H 3 - 5</b>  | <b>Postgraduate Education Committee</b><br>Correspondence and reports of Postgraduate Education Committee.  | <b>1956<br/>- 1961</b>             |
| <b>A CE H 3 - 6</b>  | Correspondence, mostly of Dr. J. Hunt, chiefly concerned with various education issues.<br><i>Item: See also B-Hun papers</i><br><i>Date details: gap 1952 - 1956.</i>  | <b>1951<br/>- 1963</b>             |
| <b>A CE H 3 - 7</b>  | Correspondence, mainly letters of Dr P S Byrne, of Education Committee.<br><i>Item: See also B-Byr papers</i>   | <b>Jan 1965<br/>- Dec 1965</b>     |
| <b>A CE H 3 - 8</b>  | Correspondence, mainly letters of Dr P S Byrne, of Education Committee.<br><i>Item: See also B -Byr papers</i>  | <b>Jan 1966<br/>- Apr 1966</b>     |
| <b>A CE H 3 - 9</b>  | Correspondence, mainly letters of Dr J P Horder, with some reports and supporting papers of Education Committee.  | <b>Dec 1969<br/>- Oct 1972</b>     |
| <b>A CE H 3 - 10</b> | Correspondence, mainly letters of Dr J P Horder, with reports and supporting papers of Education Committee.   | <b>Jan 1973<br/>- Mar 1974</b>     |
| <b>A CE H 3 - 11</b> | Correspondence, mainly letters of Dr Marshall Marinker, with reports and supporting papers of Education Committee, including some agendas and duplicate minutes.  | <b>Mar 1974<br/>- June 1975</b>    |
| <b>A CE H 3 - 12</b> | <b>Education Division</b><br>Correspondence, mainly letters of Dr Marshall Marinker (Head of Division), with reports and supporting papers of Education Committee meetings. Subjects include selection and re-selection of trainers in general practice, sponsorship training programme for overseas doctors, Glaxo Pharmaceuticals/RCGP check programme, general professional training, performance review of GPs ('What sort of a doctor'), and proposal for a clinical course in obstetrics. Includes papers entitled 'MRCGP revisited - a personal view' (1983), 'The patient's occupation', Commission of European | <b>9 Sep 1981<br/>- 2 Apr 1984</b> |

Communities Advisory Committee on Medical Training's report on aims of basic medical training (1981), and 'Self-assessment in consultation skills for general practitioners' (1982).

*Item: See ACE H13 What Sort of Doctor [WSOD] Working Party*

- A CE H 3 - 13 Education Division** **1 May 1984**  
**- 13 Dec 1985**  
Correspondence, memoranda, reports and minutes of Education Division meetings (31 October 1984, 16 July 1985). Subjects include divisional reorganisation, 'What sort of a doctor?' method of performance review and assessment of basic medical education. Includes reports entitled 'Promotion of "What sort of doctor" visiting in East Anglia', 'The role of the Education Division of the RCGP', 'What sort of doctor - report of the third working party' (1985), and 'Guidelines for assessing hospital and community medicine posts' (1983).
- A CE H 3 - 14 Education Division** **11 Nov 1985**  
**- 19 Dec 1986**  
Correspondence, memoranda and reports. Subjects include continuing education for receptionists, GP training in psychiatry, recommendation for a College education adviser, RCGP joint visiting study day on 24 September 1986, guidelines by Association of Teachers of Lip-reading to Adults regarding communication with GPs, GP education at district level, future of Clinical Assessment for Systematic Education (CASE) programme and vocational training in community hospitals. Also includes an application by Northern Regional Postgraduate Institute for Medicine and Dentistry for a grant for a continuing education for GPs project (1986), and reports and minutes of Education Division meeting (22 January 1986, 9 April 1986, 17 September 1986).
- A CE H 3 - 15 Education Division** **18 Dec 1986**  
**- 27 Dec 1987**  
Correspondence, memoranda, copy press cuttings and reports. Subjects include restructuring of GP education, multi-disciplinary training, invitation to conference 'Whither Health Education', development of a distance learning programme at the Open University, and continuing education requirements in the West Midlands. Also includes reports by the Education Division presented at General Purpose Committee meetings in 1987; reports on continuing higher education for principals and on general practice activities at the University of Warwick.
- A CE H 3 - 16 Education Division** **4 Nov 1987**  
**- 30 Dec 1988**  
Correspondence, mostly of Dr Robert Colville (Chairman of Education Division), memoranda, reports and minutes of Education Division meeting (26 April 1988). Subjects include sterilization of instruments, certificates for higher professional training, educational allowance for GPs, and registration of completion of higher specialist training, proposal for an academic adviser within Education Division, assessment in education, distance learning courses, as well as postgraduate training allowance and study leave. Also includes minutes, agenda and papers of the National Co-coordinating Group for General Practitioner Education meetings (25 February 1988, 28 September 1988); agenda and invitation for Annual General Meeting of Association for the Study of Medical Education; paper on career structure for academic general practice, report on the role for the College in relation to distance learning; report entitled 'The framework for career guidance - a proposal for a district medical

educational structure' (1987); application for prolonged study leave by Dr Ann-Louise Kinmouth; and reports by Education Division presented at Council and General Purpose Committee meetings.

- A CE H 3 - 17 Education Division** **14 Nov 1988**  
**- 31 Aug 1989**
- Correspondence, mostly of Dr Robert Colville (Chairman of Education Division), memoranda, press cuttings and reports. Includes proposal for an educational strategy for general practice (August 1989), paper on the future development of the Wessex Faculty, report by Standing Committee on Postgraduate Medical Education on White Paper 'Working for patients', reports to General Purposes Committee on divisional activities, reports entitled 'Educational audit in the faculties - the appointment of College tutors', 'Future strategies for continuing medical education in general practice' (1989) and 'Towards a research strategy for the College', draft proposal for a RCGP prescribing strategy; agenda and paper of Education Division meeting of 5 April 1989; unconfirmed minutes of Joint Academic Committee of the Examination Board in England (14 November 1988); guide to assessment for fellowship of the RCGP (1989); report of the meeting with the Conference of Medical Royal Colleges and their Faculties in the UK to discuss registration of the completion of higher specialist training (5 December 1988); notes of meeting between RCGP and Royal Pharmaceutical Society of GB (19 December 1988); minutes of Education Division Fellowship by Assessment Working Group (2 February 1989); and paper on postgraduate diplomas for general practice.
- A CE H 3 - 18 Education Division** **1 Sep 1989**  
**- 17 Jan 1990**
- Correspondence, memoranda and reports. Subjects include higher professional training, preparation of an education strategy for general practice for the 1990s, as well as aims and targets of 1989-1993 of Education Division. Also includes reports on higher professional education courses in the UK, project proposal for a district postgraduate centre audit scheme (1989); postgraduate education allowance; educational implications of medical audit (1989); maternity and child health clinic services 1977-1988; relationship between generalists and specialists in academic medicine (1989); minutes of Education Division meetings (4 October 1989); report presented at General Purpose Committee on activities of Regional Education Sub-Committee; draft constitution of Joint Committee for Continuing Education of Practice Administrative Staff; joint statement and notes of a meeting with British Paediatric Association on 5 October 1989 regarding child health surveillance by GPs; briefing paper 'On the front line: a nationwide education programme for general practitioners' (1989); report by Standing Committee on Postgraduate Medical Education on educational implications of medical audit (November 1989); and reports to Council Executive Committee on divisional activities.
- A CE H 3 - 19 Education Division** **12 Jan 1990**  
**- 27 Sep 1990**
- Correspondence, memoranda and reports. Includes details of diplomas in general practice, the role of the College in continuing medical education, vocational training in geriatrics, clinical science career structure and amendments to NHS regulations in minor surgery. Also includes Secretary of State's speech to the joint meeting of the Conference of Postgraduate Education (6 July



1990), academic plan for general practice (January 1990), reports to Council Executive Committee meetings and copy of RCGP's educational strategy for general practice for the 1990s (January 1990).

- A CE H 3 - 20 Education Division** **1 Oct 1990**  
**- 8 Jan 1992**
- Correspondence, mostly of Dr William Styles (Chairman of Education Division), memoranda and reports. Includes details of membership of Education Division, junior doctors' hours, analysis of Divisional/ Examination Board meetings, summative assessment of vocational training, training for endoscopists and postgraduate and continuing medical and dental education. Also includes lists of members of Education Division Executive 1990/1991 and working groups; draft minutes of Education Division meetings (10 April 1991, 11 June 1991); reports to Council Executive Committee on Education Division activities; minutes of Higher Professional Education Working Group meeting (30 January 1991); notes and agenda of a meeting of the Conference of Academic General Practitioners (8 November 1990); paper on the relationship between academic and service practice; report on meetings of working groups 1990; reports on departments of general practice in university medical schools (August 1990), future development of associate adviser posts in England and Wales (April 1991) and career structure for education and research in general practice; and papers and minutes of Intercollegiate Liaison Group on Training of Endoscopists meetings.

**A CE H 4 Education Foundation Board papers, 16 July 1965 - 6 February 1975**

Minutes, agendas, reports and correspondence of the Education Foundation Board.

*N.B. In 1976 the Education Foundation Board amalgamated with the Research Foundation Board (see ACE G7 to G8) to form the Scientific Foundation Board (see ACE G68).*

*[ See Personal Papers Patrick Byrne for material relating to Byrne's involvement with the Board, 1968-69, Byrne was Chairman of the Education Committee from 1964-70, and was President of the College, 1973-76, BYR C 2-2]*

- A CE H 4 - 1 Education Foundation Board** **7 December 1966**  
**- 6 February 1975**
- Copy minutes (unsigned) of meetings of Education Foundation Board (1966-1972), with draft minutes for meeting, 5 February 1975 .  
*Date details: gap 4 December 1972 - 6 February 1975.*
- A CE H 4 - 2 Education Foundation Board** **December 1966**  
**- September 1974**
- Agendas and papers for meetings of the Education Foundation Board.
- A CE H 4 - 3 Education Foundation Board** **16 July 1965**  
**- 11 May 1973**
- Reports and correspondence of the Education Foundation Board.
- A CE H 4 - 4 Education Foundation Board** **March 1974**  
**- September 1976**
- Copy minutes, agendas, reports and correspondence of the Education Foundation Board including position paper on establishment and administration, consolidated comments on vocational training and some applications for funding,.  
*Item: For later material see Scientific Foundation Board*

### **A CE H 5 Education - Budget and Administration, 1984 - 1988**

This series contains correspondence, income and expenditure statements, and budget estimates covering 1984/1985 to 1987/1988.

- A CE H 5 - 1 Budget** **12 Oct 1984**  
**- 28 June 1988**  
Correspondence, income and expenditure statements, and budget estimates covering 1984/1985 to 1987/1988. Also includes paper on Education Division staffing.

### **A CE H 6 College Tutors Working Party papers, 1968 - 1975**

Minutes, agendas, reports and correspondence of the College Tutors' Working Party.

- A CE H 6 - 1 College Tutors' Working Party** **23 July 1971**  
**- 15 December 1975**  
Minutes of meetings of College Tutors' Working Party (23 July 1971 - 15 September 1972), with notes of meetings of college tutors held on 24 June 1972 and 9 December 1972, and College Tutors' Newsletter no. 35 (15 December 1975)  
*Date details: gap 9 December 1972 - 15 December 1975.*
- A CE H 6 - 2 College Tutors' Working Party** **1968**  
**- 2 January 1974**  
Reports and correspondence of College Tutors' Working Party, including newsletters, duplicate minutes and agendas.
- A CE H 6 - 3 College Tutors' Working Party** **January 1972**  
**- September 1972**  
Papers relating to College Tutors' Working Party, including Wessex Regional Hospital Board College Tutors Survey and College Tutors' Conference programme.
- A CE H 6 - 4 College Tutors' Working Party** **October 1972**  
**- September 1973**  
Papers relating to College Tutors' Conference (September 1973) including programme and signed attendance sheets.
- A CE H 6 - 5 College Tutors' Working Party** **September 1974**  
Programme and materials relating to discussion groups for College Tutors' Conference (September 1974).

### **A CE H 7 College Visitors Working Party minutes, 4 December 1972 - 2 February 1973**

Minutes of meetings of College Visitors' Working Party.

- A CE H 7 - 1 College Visitors' Working Party** **4 December 1972**  
**- 2 February 1973**  
Minutes of meetings of College Visitors' Working Party.

### **A CE H 8 Continuing Medical Education Correspondence and Continuing Education Subcommittee Minutes, 1971 - 1993**

This series contains correspondence, papers, memoranda and reports concerning curtailment of funding for continuing education courses under Section 63 of the Health Services and Public Health Act 1968, distance learning, a proposal for an Education Research Unit to develop effective continuing education courses in general practice, educational needs of women doctors, proposals for regional postgraduate organisation (1982) and declaration on continuing medical education by the Medical Royal Colleges and their Faculties in the UK (1993). Also includes minutes of meeting of the Continuing Education Subcommittee; and minutes, agendas and papers of Experimental Courses Study Group meetings.

*N.B. See also A CE H 27 Continuing Education questionnaire papers, 1955-1958; A CE H 63 Higher Medical Education Correspondence 1987-1993; and A CE H 67 Education at District Level, 1974 - 1987.*

- A CE H 8 - 1 Continuing Education Subcommittee** **13 June 1971**  
**- 13 June 1971**  
 Minutes of the first meeting of the Continuing Education Subcommittee.
- A CE H 8 - 2 Continuing Medical Education - Evaluation of Section 63 Courses** **30 June 1972**  
**- 6 Apr 1983**  
 Correspondence, memoranda and reports concerning a proposal for an Education Research Unit to develop effective continuing education courses in general practice, and arrangements for a conference on the approval of courses for funding under Section 63 of the Health Services and Public Health Act 1968 (1981). Also includes list of courses for GPs and community physicians of the British Postgraduate Medical Federation (1979) and details of income and expenditure of courses and symposia 1971/1972.
- A CE H 8 - 3 Continuing Medical Education - Section 63 Courses** **7 Feb 1977**  
**- 17 Nov 1983**  
 Correspondence, memoranda and reports concerning the curtailment of funding for continuing education courses under Section 63 of the Health Services and Public Health Act 1968, number of courses approved under Section 63 (1976/1977-1983/1984), development of a policy for Section 63 courses, reimbursement of subsistence and traveling expenses for a course held in Ullswater (February 1982), payment for course organisers and research into methods of improving continuing medical education. Includes notes of meeting between Department of Health and Social Security, RCGP and General Medical Services Committee to discuss procedures for Section 63 funding (7 July 1983); reports on the evolution of the administration of postgraduate medical education for general practice (1982) and proposals for regional postgraduate organisation (1982); draft paper on the effect of Sections 31 and 32 of the NHS Act on the RCGP; opening paper, programme and summary report of the Conference on Continuing Education (11 June 1981); and minutes, agendas and papers of Experimental Courses Study Group meetings.
- A CE H 8 - 4 Continuing Medical Education - General** **8 June 1984**  
**- 31 Oct 1988**  
 Correspondence, memoranda and reports concerning preparation of evidence to the General Medical Council on continuing education, running of practice nurse courses at various colleges, distance learning, Education Division study day on 13 October 1987, and prolonged study leave.
- Includes draft reports entitled 'Continuing medical education for principals - Implications of the White Paper' (1988) and 'The proposed new post-graduate education allowance' (1988), agenda and minutes of Joint Committee for Receptionists Continuing Education; papers on a proposal for a RCGP continuing education programme for GPs; reports and programmes of meetings 'Quality in general practice' (26 February 1986) and 'Strategies for change' (20 January 1986) organised by North of England Faculty; reports on changing continuing medical education (1986), learning needs of young principals (1986), the future of continuing medical education (1986) continuing education in the South East Thames region (1985) and final report to Department of Health and Social Security on a research project into methods of improving continuing education for GPs (1984).

**A CE H 8 - 5 Continuing Medical Education - General**

**23 Dec 1991  
- 19 Aug 1993**

Correspondence, memoranda and reports concerning educational needs of non-vocationally trained doctors, development of a conference design model, medical audit, reaccreditation by examination, and educational needs of women doctors.

Also includes declaration on continuing medical education by the Medical Royal Colleges and their Faculties in the UK (1993); joint report by the Working Party on Training in General Medicine for the Senior House Officer Grade by Royal College of Physicians of Edinburgh, Royal College of Physicians and Surgeons of Glasgow and RCGP (1993); report of the consultative conference on research and development in continuing medical education by the Association for the Study of Medical Education (1992); press release by Standing Committee on Postgraduate Medical Education; report of Education Working Party of RCGP Scottish Council (1992); and report entitled 'Education for general practice - time to move on' (1992).

**A CE H 9 Dean of Studies and John Hunt Fellow, 1969 - 1981**

Attempts were made to have a College tutor in 1956, 1964 and in 1969. Apart from six months part-time "Medical Secretary" in 1956 none of these attempts was successful.

In 1969 the Headquarters Courses Committee was involved in planning and organising 15 courses on a voluntary basis by members of the Committee and College staff, however, with the growth of these activities it was felt it was feasible to continue with this arrangement. It was proposed to the Education Foundation Board that funding be provided for a part-time medical tutor to plan, organize and coordinate courses and other educational work in the College. He would also liaison with faculties and visit local medical centres as well as pending the appointment of regional advisers and tutors provide guidance and advice on vocational training.

In 1971 a working party was set up to consider the appointment [John Horder (chair); H W K Acheson, Donald Crombie, Marshall Marinker]. It looked at having a person to run courses and be a tutor for Headquarters Courses, administration of College tutors at postgraduate centres [at that time done by John Mc Knight and Miss Bose]; inspection of vocational training schemes [at that point carried out by John McKnight and Marshall Marinker]; the daily presence of a medical qualified person at Princes Gate; research into education; dissemination of education resources nationally; provide advice on speakers and tutors; an authoritative College presence in medical schools and postgraduate centres. The Committee felt that it was too much for one role and if the post was full-time the person would lose contact with the work of a GP. It suggested different solutions for each of the areas needed.

A job description for a John Hunt Fellowship was drawn up in 1973 to accredit postgraduate training schemes, administer College tutors; liaise with trainees and assist Education Committee and subcommittees. Interviews were held December 1973 - the panel comprising the President [Byrne], Chairman [Lawson], Drs Fry, Kuenssberg and McCormick. There were three applications and only Drs Horder and Norell were interviewed.

The appointment was split between Dr John Horder and Dr Jack Norell. Dr Horder was John Hunt Fellow for 2 years (1974-1976) but Dr Norell held the post of Dean of Studies until 1981. Each originally worked two sessions but in 1974 the DHSS paid for Dr Norell to work a further two sessions in the role. When the JCPTGP was formed the post also included the role of Medical Executive body to that organisation and his (part-time) salary was split between the College of the Joint Committee.

The Dean of Studies amongst his other role produced a regular newsletter to College tutors about educational news and activities. In 1979 College tutors became a local rather than a central college responsibility.

A discussion paper on the future role of the Dean of Studies was written by Eddie Josse (Regional Adviser in General Practice) for the RCGP, JCPTGP and GMSC in October 1980 proposing a group coordinator of general practice education.

This series contains correspondence and reports of the office holders. Includes details of appointment and activities.

*N.B. See also: Education Committee ACE H 1 & H 2; Headquarter Courses Sub Committee ACE H 13 and Experimental Courses Study Group ACE H 43.*

**A CE H 9 - 1      Working Party to consider the possible appointment of a Dean of Studies.      3 January 1972**  
Minutes

**A CE H 9 - 2      Reports and Correspondence      February 1969**  
Proposals for a "College Tutor" [application to Education Foundation Board]; "Dean of Studies Working Party" paper and summary of responses by Drs Marinker, Acheson and Crombie. Report of the working; draft job description; application forms.

Summary of activities of Dr Norell's first six months January - June 1974; increase in sessions "The work of the Office of the Dean of Studies" by the Education Executive Officer (1977) - administration instructions for Dr Norell's various tasks; visit to Sri Lanka; College tutor think tank; "The College and Continuing Education" (April 1978); "Functions of College Tutors [South West Thames Faculty - (March 1977)]; "Postgraduate Medical Education for General Practitioners" (East Anglia Faculty - March 1978-January 1979); "Women's work - an enquiry into the Impact which the Increasing Recruitment of Women Doctors may have on Future General Practice" (Jack Norell January 1979). Revised membership criteria (1979), proposed National Conference for Course Organisers (John 1980); recognition of overseas experience; practice audit (John Hasler); flyer for conference "Assessing Quality of Training for General Practice" ([21 March 1980); preparing trainees for general practice correspondence with John Horder (January 1980); training of GP's in mental health and alcoholism; guidelines for visitors of Joint hospital posts (John Hasler 1980); status of doctors in the Channel Islands; training new Course Organisers (June 1980); visit from Japan. Discussion paper on future role of Dean of Studies for RCGP, JCPTGP and GMSC by S E Josse (Oct 1980); problems of administrative help for the Dean's post (1981). Final report of the post (December 1981).

"College Tutors Newsletter No 37-39; 40, 43" [December 1977 - Nov 1979]

**A CE H 9 - 3      John Hunt Fellowship      6 Jan 1974**  
Correspondence, reports and papers concerning the recognition of hospital posts by the College and Royal Colleges of Physicians, provision of advice regarding vocational training schemes and MRCGP examination, organisation of exchange visits between French and English GPs, and appointment of Associate Regional  
**- 18 June 1975**

Adviser in General practice in North East Thames Region.

- A CE H 9 - 4 John Hunt Fellowship** 24 June 1975  
- 31 Dec 1976  
Correspondence and papers concerning provision of advice regarding vocational training and MRCGP examination, future of the College London Working Party and placement of overseas students.

**A CE H 10 Diploma Working Party papers, 26 February 1966 - 16 May 1966**

Minutes, agendas, reports and correspondence of Diploma Working Party.  
*N.B. See also ACE F18 Examination - Diplomas and GPwST's*

- A CE H 10 - 1 Diploma Working Party 1966** 26 February 1966  
- 16 May 1966  
Minutes, agendas, reports and correspondence of Diploma Working Party, including reports by Dr. J. Hunt.

**A CE H 11 Education Awards Subcommittee minutes, 20 February 1965 - 15 September 1972**

Minutes of meetings of the Education Awards Subcommittee.

- A CE H 11 - 1** Minutes of meetings of the Education Awards Subcommittee. 20 February 1965  
Also includes agenda and attachment for meeting of 15 September 1972. - 15 September 1972

**A CE H 12 Academic Review Working Party papers, 24 March 1969 - 24 June 1970**

Reports and correspondence of the Academic Review Working Party.

- A CE H 12 - 1 Academic Review Committee (March 1969 - June 1970)** 24 March 1969  
- September 1970  
Reports and correspondence of Academic Review Working Party.  
*Item: See also membership file of Professor James McCormick, Chair of Academic Review Working Party.*

- A CE H 12 - 2 Crombie, D.L. "A Model of the Medical Care System - A General Systems Approach". York Conference on the Economics of Medical Care, January 1970.** 13 May 1969  
- 6-9 January 1970  
Report by Dr. D. Crombie entitled 'A Model of the Medical Care System - A General Systems Approach' delivered to the York Conference on the Economics of Medical Care (6-9 January 1970), submitted to Academic Review Working Party together with memorandum and correspondence.  
*N.B. See also ARE A2-31.*

**A CE H 13 Headquarters Courses Subcommittee papers, 22 February 1966 - 8 October 1985**

Minutes, agendas, correspondence and reports of the Headquarters Courses Subcommittee of the Education Committee (1966-1974), the Experimental Courses Study Group of the Education Committee (from 1976-1977, of the Board of Censors and Education) (1974-1981), and the Courses Committee of the Education Division (1982-1985).

*N.B. See ACE H43 Experimental Courses Study Group*

*A CE H 16 London Teachers Workshop*

*A CE H44. Early Years in General Practice Course, 1972 - 1975*

*A CE H45 Scope of General Practice Course, 1972 - 1976*

*A CE H46. Teachers Course, 1972 - 1976*

*A CE H47. Content of General Practice Course, 1972 - 1974*

*ACE H48 Experimental Workshop for Group Leadership, 1972 - 1974*

- A CE H 13 - 1 College of General Practitioners Minutes of the Headquarters Courses Subcommittee Meetings 1966 -** **22 February 1966  
- 8 October 1985**  
Minutes, mostly signed, of meetings of the Headquarters Courses Subcommittee of the Education Committee (1966-1974), the Experimental Courses Study Group of the Education Committee (from 1976-1977, of the Board of Censors and Education) (1974-1981), and the Courses Committee of the Education Division (1982-1985), including notes on an 'Interprofessional Co-operation Course' (13-17 March 1972). Minutes of the meeting of 2 December 1981 are incomplete and in draft form only.  
*N.B. Minutes of meetings from 19 April 1966 and prior to 8 February 1968, and 30 September 1981, are missing.*
- A CE H 13 - 2 Headquarters Courses Subcommittee (Education Committee) 16 Feb 1965 - 17 Nov 1965** **10 December 1964  
- 1 December 1965**  
Duplicate minutes, agendas, reports and correspondence of the Headquarters Courses Subcommittee of the Education Committee, mostly concerning 'Early Years in General Practice' courses.
- A CE H 13 - 3 Headquarters Courses Subcommittee 1968-71 (inc) General and Minutes** **8 February 1968  
- 11 December 1971**  
Duplicate minutes, agendas, reports and correspondence of the Headquarters Courses Subcommittee of the Education Committee.
- A CE H 13 - 4 Headquarters Courses Subcommittee ... 1973** **12 October 1972  
- 19 September 1973**  
Duplicate minutes, agendas, reports and correspondence of the Headquarters Courses Subcommittee of the Education Committee.  
*Item: see ACE H43 for later activities*
- A CE H 14 Health Education Subcommittee papers, 1958 - 1973**  
Minutes, agendas, reports and correspondence of the Health Education Subcommittee of the Education Committee and some papers relating to its predecessor, the Health Education Working Party.
- A CE H 14 - 1 Minutes of meetings of the Health Education Subcommittee of the Education Committee.** **11 February 1971  
- 11 May 1973**
- A CE H 14 - 2 Reports and correspondence of the Health Education Subcommittee of the Education Committee, including newsletter (July 1958) and report of proceedings of a seminar on child development for teachers in primary schools (held on 31 March - 3 April 1959) produced by the Central Council for Health Education, and various papers of the 1960s, including Dr. R. Pinsent's 'A Concept of Health Education' (1964), which pre-date the Subcommittee.** **May 1958  
- 16 November 1972**  
*N.B. papers incomplete*
- A CE H 14 - 3 Health Education Working Party** **January 1967  
- November 1972**  
Papers relating to the Health Education Working Party of the Education Committee, including terms of reference and reports regarding cigarette smoking, alcoholism and consumer demand for health education.  
*Item: Paper on future of the Health Education Subcommittee (November 1972).*

**A CE H 15 Joint Advisory Committee on Undergraduate Education papers, 14 September 1954 - 5 February 1959**

Minutes, agendas, reports and correspondence of a body variously called the Joint Committee of London Faculties, the Metropolitan and Home Counties Joint Committee, the Metropolitan and Home Counties Subcommittee, and the Joint Advisory Committee on Undergraduate Education of the Metropolitan and Home Counties Faculties.

- A CE H 15 - 1** Minutes of meetings of a body variously called the Joint Committee of London Faculties, the Metropolitan and Home Counties Joint Committee, the Metropolitan and Home Counties Subcommittee, and the Joint Advisory Committee on Undergraduate Education of the Metropolitan and Home Counties Faculties. Includes minutes of a meeting of the Northern Home Counties Faculty Committee for Undergraduate Education (13 October 1954). **14 September 1954 - 29 January 1957**  
*N.B. Minutes of the meeting of 25 October 1955 are missing.*

- A CE H 15 - 2** Correspondence of a body variously called the Joint Committee of London Faculties, the Metropolitan and Home Counties Joint Committee, the Metropolitan and Home Counties Subcommittee, and the Joint Advisory Committee on Undergraduate Education of the Metropolitan and Home Counties Faculties. **24 September 1954 - 5 February 1959**

**A CE H 16 London Teachers Workshop papers, 21 June 1972 - 14 February 1973**

Bulletins and minutes of the meetings of the London Teachers' Workshop.

This group was founded in c. 1970 with c. 15 members [J Bennison, S Bourne, D M Grant, G Gomez, S E Josse, M Salkind, Luke Zander, James Carne, Marshall Marinker, Jack Norell, M Ross, Bill Styles, John Woodall, Chris Donovan, W Moore, Bernice Tanner] discussing vocational training and trainee schemes - through role play and analysis of learning teaching situations and problems that members had encountered. It was heavily influenced by Balint methodology although Balint groups were not led by GP's but by psychoanalysts and the London Workshop was entirely GP's.

The members of the group took part as group leaders in Teachers Courses [ACE H46], and were involved in the Balint group - the Experimental Workshop for Group Leadership [ACE H48]. Marshall Marinker and Jack Norell (Dean of Studies) were heavily involved in organising courses for the Headquarter Courses [ACE H13] and Experimental Courses Study Group [ACE H43].

*N.B. See also ACE H46 Teachers Courses*

- A CE H 16 - 1** Bulletins of the meetings of the London Teachers' Workshop. **21 June 1972 - 14 February 1973**  
*Item: See ACE H46 Teachers Course*  
*N.B. Bulletins of the meeting of 11 October 1972 missing*

- A CE H 16 - 2** **Bulletins of the meetings of the London Teachers' Workshop** circulation list of the bulletin; article by Marshall Marinker "A Teachers Workshop" [JRCGP 1972, 22, 551-559], section 63 **21 June 1972 - 14 February 1973**

[57] 17 Jan 1973 - role of the group and its leadership

[58] 31 Jan 1973 - need for expertise in group teaching, doctor-patient - trainee-trainer parallels; report of Dr Carne's trainee linkage scheme

[59] 14 Feb 1973 - programme for summer course for teachers



[60] 7 March 1973 - discussing involvement in forthcoming Course for teachers [ACE H46-1]

[61] 21 March 1973 - Marshall Marinker's student seminar [16 Feb 1973] includes reports by observers

*Item: See ACE H46 Teachers Course*

*N.B. Bulletins of the meetings of 11 October 1972 and 31 January 1973 are missing.*

### **A CE H 17 Medical Education Research Unit Working Party papers, 17 July 1972 - 5 September 1972**

Reports of a Working Party of the Education Committee on a College Medical Education Research Unit.

**A CE H 17 - 1** Reports of a Working Party of the Education Committee on a College Medical Education Research Unit. **17 July 1972  
- 5 September 1972**

### **A CE H 18 Obstetric Working Party papers, 1972 - 1983**

Minutes of meetings, supporting papers and correspondence of the Obstetric Working Party of the Education Committee, including papers of the Joint Working Party of the Royal College of Obstetricians and Gynaecologists and the RCGP.

*N.B. See ACE N21 for papers of a RCGP/RCOG Joint Committee on Contraception.*

**A CE H 18 - 1** Minutes of meetings of Obstetric Working Party of the Education Committee. Summary of points discussed only for meeting of 29 April 1973. Also includes report to Education Committee (7 September 1972), and agenda for meeting of 17 September 1972. **12 March 1972  
- 27 April 1973**

**A CE H 18 - 2** Duplicate copy minutes, agendas and supporting papers of the Obstetric Working Party with some correspondence and draft reports. **March 1972  
- September 1976**  
*Item: See ACE N21-2; ACE N27-1*  
*N.B. Minutes missing from July 1973 onwards.*

**A CE H 18 - 3** Correspondence and related papers of the RCOG and RCGP Joint Working Party with brief report (May 1973). **July 1972  
- September 1978**  
*Date details: gap 1975-1978.*

**A CE H 18 - 4** Correspondence, particularly regarding responses to publication of the RCOG and RCGP Joint Working Party report (November 1981) and related reports, with copy minutes of Obstetric Working Party meetings (September 1979 and January 1980). **March 1979  
- January 1983**

### **A CE H 19 Postgraduate Joint Advisory Committee papers, March 1956 - September 1964**

Minutes, agendas, reports and correspondence of the Joint Advisory Committee on Postgraduate Education of the Metropolitan and Home Counties Faculties, renamed [in 1957] the Postgraduate Joint Advisory Committee.

**A CE H 19 - 1** Unsigned minutes of meetings of the Joint Advisory Committee, including notes of the second meeting of the Interim Committee (12 May 1956), together with the proposal for a joint committee, presented to that meeting. **12 May 1956  
- 21 March 1964**  
*N.B. Minutes of meetings of 7 December 1957 and 17 October*

1959, and first meeting of Interim Committee [1956] are missing.

- A CE H 19 - 2** Agendas, correspondence and other papers, including duplicate minutes of meetings (12 May 1956, 21 July 1956) and memoranda by John Hunt and H Levitt on continuing education in General Practice . **March 1956 - September 1964**  
*Item: Memorandum by JH Hunt, 'The Continuing Education of General Practitioners and the Work of a Postgraduate Education Committee of a Faculty Board' (June 1956)*  
*Date details: Few items after 1959.*

**A CE H 20 Postgraduate Subcommittee minutes, 23 May 1963 - 10 December 1964**

Minutes, and some agendas, of the Postgraduate Subcommittee of the Education Committee.

- A CE H 20 - 1** Minutes, and some agendas, of the Postgraduate Subcommittee of the Education Committee. **23 May 1963 - 10 December 1964**

**A CE H 21 Psychological Medicine Working Party papers, 16 October 1965 - 31 March 1967**

Minutes and reports of the Psychological Medicine Working Party of the Education Committee.  
*N.B. [ See Personal Papers Patrick Byrne for John Horder's paper 'Sexual Deviations: What the General Practitioner Needs to Learn', Byrne was Chairman of the Education Committee from 1964-70, and was President of the College, 1973-76, B BYR C 2-2]*

- A CE H 21 - 1** Minutes and reports of the Psychological Medicine Working Party of the Education Committee. **16 October 1965 - 31 March 1967**  
*Item: See ACE N28-1 British Psychological Society 1980-1985*

**A CE H 22 Trainees Conference papers, 23 July 1971**

Notes of meetings held to discuss the organisation of a trainees' conference.

- A CE H 22 - 1** Notes of meetings held to discuss the organisation of a trainees' conference. **23 July 1971**

**A CE H 23 Undergraduate Education Subcommittees papers, 1966 - 1981**

Minutes, correspondence and reports of the Undergraduate Education Subcommittee and the Undergraduate Education Working Party.

*N.B. See ACE J5-1 for signed register of attendance at meeting of Undergraduate Education Subcommittee, 12 March 1971. See ACE H1 to H3 for Education Committee records.*

*[ See Personal Papers Patrick Byrne for material relating to Byrne's involvement with the Undergraduate Education Subcommittee, Byrne was Chairman of the Education Committee from 1964-70, and was President of the College, 1973-76, B BYR C 2-2]*

- A CE H 23 - 1** Minutes of meetings of the Undergraduate Education Subcommittee (1970-1973) and minutes of the first meeting of the Undergraduate Education Working Party (21 May 1966) with some copied correspondence. Verbatim transcript of proceedings only for meeting of 12 March 1971. **21 May 1966 - 29 June 1973**
- A CE H 23 - 2** Correspondence of Undergraduate Education Subcommittee including some supporting papers for meetings. **March 1971 - November 1973**
- A CE H 23 - 3** Correspondence of Undergraduate Education Working Party including some supporting papers for meetings. **May 1974 - September 1981**

**A CE H 24 University Departments Working Party papers, 13 June 1962 - 4 September 1978**

Correspondence and reports of the University Departments Working Party of the Education Committee.

- A CE H 24 - 1 University Dept's June 1962 - Sept. 1978** **13 June 1962**  
Correspondence and reports of the University Departments **- 4 September 1978**  
Working Party of the Education Committee.

**A CE H 25 Vocational Training Subcommittee papers, 1964 - 1977**

Minutes, agendas, reports and correspondence of the Vocational Training Working Party (1964-1967) and the Vocational Training Subcommittee (1968-1973) of the Education Committee, including minutes of working parties of the Vocational Training Subcommittee.

*N.B. [ See Personal Papers Patrick Byrne for material relating to Byrne's involvement in the Vocational Training Working Party, Byrne was Chairman of the Education Committee from 1964-70, and was President of the College, 1973-76, B BYR C 2-2]*

- A CE H 25 - 1** Minutes of the Vocational Training Working Party (1964-1967) **10 September 1964**  
and the Vocational Training Subcommittee (1968-1973) of the **- 11 May 1973**  
Education Committee, including minutes of working parties of the  
Vocational Training Subcommittee to produce a fourth report on  
vocational training of general practitioners (16 September 1969 - 4  
March 1970, and its 1971 report on 'Human Development') and on  
junior hospital posts in obstetrics and gynaecology, paediatrics,  
psychiatry and surgery (8 April 1971).
- A CE H 25 - 2 VT** **c1960s**  
Booklet with notes handwritten by Dr. J. Horder, detailing  
vocational training opportunities by region, and report by Dr. K.  
Dickinson entitled 'The teaching potential of a faculty area'  
(c1968).
- A CE H 25 - 3 Vocational Training Working Party 30 July 1964 - 30 Dec. 1965** **30 July 1964**  
**- 30 December 1965**  
Correspondence and reports of Vocational Training Working  
Party.
- A CE H 25 - 4 Vocational Training Working Party. Reports, Meetings 10 Sept. 1964 - 10 Dec. 1965** **10 September 1964**  
**- 10 December 1965**  
Reports of Vocational Training Working Party.
- A CE H 25 - 5** Correspondence of Vocational Training Working Party, including **1964**  
first page of a paper by D. Bowie entitled 'An Education Charter **- 1967**  
for [a] Family Doctor [Service]' (2 July 1965).
- A CE H 25 - 6** Correspondence of Vocational Training Subcommittee of the **1968**  
Education Committee. **- 1972**
- A CE H 25 - 7** Agendas and supporting papers, including reports and some copy **February 1970**  
minutes, relating to meetings of the Vocational Training **- December 1971**  
Subcommittee of the Education Committee, with some  
correspondence.  
*N.B. See also ACE H25-11.*
- A CE H 25 - 8** Agendas and supporting papers, including reports and some copy **January 1972**

- minutes, relating to meetings of the Vocational Training Subcommittee of the Education Committee, with some correspondence. - **October 1972**
- A CE H 25 - 9** Agendas and supporting papers, including reports, some copy minutes and correspondence, relating to meetings of the Vocational Training Subcommittee of the Education Committee. **October 1972**  
**- March 1974**
- A CE H 25 - 10 Vocational Training 1965-1979** **February 1965**  
**- April 1979**  
 Various reports and papers relating to development of vocational training programmes.
1. Undergraduate Education Working Party 27 Feb 1965
  2. Working Party on Special Vocational Training for General Practice" Terms of Reference etc W H Hylton ?1965
  3. Special Vocational Training for General Practice - comments by non-Council members April 1965
  4. Offprints from Medical World June 1965 "Training for GP"; The Practitioner July 1965 "General Practitioner"
  5. Inspection of Hospital Posts- The Experience of the Royal College of Surgeons 20 Dec 1965 - John Horder
  6. Post Graduate Preparation for General Practice - the need for Postgraduate Training" c. March 1965 John Ellis and Fry - together with covering letter from Ellis (Ministry of Health)
  7. A New Look at Special Vocational Training for General Practice - H N Levitt [paper for Vocational Training Working Party 1966c/EC/VT/22]
  8. Vocational Training Working Party - Study Group on the Content of General Practice - A Syllabus for General Practice [paper for Vocational Training Working Party 1966c/EC/VT/CGP/5]
  9. South West Metropolitan Regional Hospital Board - Vocational Training for General Practice by D C Bowie Postgraduate Regional Adviser 28 June 1966
  10. Report "Teaching About the Primary Care Team: An Experiment in Vocational Training" n.d. c.1966
  11. The College of General Practitioners - Summary of Discussion between Lord Cohen as President of the General Medical Council and Dr Annis Gillie 3 August 1966
  12. North East Faculty Board - Vocational Training in General Practice Part 1 Dec 1966 - Donald Irvine - together with covering letter to John Horder 16th March 1967
  13. The Content of General Practice - Dr Ian McWhinney The Assessment of hospital posts for vocational training 1967- John Horder [ paper for Vocational Training Working Party 1967c/EC/VT/25]
  14. Wessex Regional Hospital Board - Vocational Training for

General Practice- Report by Postgraduate Adviser in General Practice for 1967 - George Swift

15. Sheffield Regional Hospital Board - Report of the Working Party on the Training of Junior Doctors VEH December 1967

16. Criteria for Junior Hospital Appointments for Training for General Practice - A Working Paper for Comment - John Horder

17. BMA GMSC "Vocational Training for General Practice" Nov 1967 [Chaired by D C Bowie other members included PWRM Alberti; P S Byrne; Joan Chappell; A Elliot; D G Emory; W Fulton; J Horder; R A Keable-Elliot; G Murray Jones; G Swift; D B Wallis; M A Wilson; H S Howie Wood]

18. Notes of the first meeting of the Steering Committee for the formulation of a scheme for vocational training for general practitioners in the Ipswich Area 8 March 1968 [Roger Kynston; John Stevens; Ian Tait (Hon Sec); Roy Webb; Frank Wells]

19. Special Vocational Training Schemes for General Practice March 1968 includes map of vocational training schemes together with Education Committees of the Faculty Boards Newsletter No 2 May 1968

20. Comments on Royal Commission of Medical Education Report (Keith Hodgkin) 19 April 1968

21. Proceedings of "Vocational Training for General Practice Conference" 5 June 1968

22. Draft letter from John Horder to send to Secretaries of Faculty Education Committees about identification of possible teachers, training, courses, registration - together with covering letter from John McKnight

23. GMC Statement in regard to the proposals of the Royal Commission on Medical Education Concerning Vocational Training and Registration Nov 1968 - together with covering letter from CMC to ?John Horder 2 January 1969

24. "Some practical notes concerning the planning and implementation of a vocational training scheme for general practitioners at a provincial hospital - Ian Tait July 1969

25. "Notes on problems likely to be encountered in recruiting for a vocational training scheme - Ian Tait July 1969

26. "Vocational Training and Registration" (C23 1969-1970) response of Government's proposals by the BMA

27. "Preliminary Report from the Vocational Training Working Party of Scottish Council" March 1970 [see 30]

28. "The Selection of Teachers for General Practice" Donald Irvine 6 April 1970

29. Hansard report of debate on Todd report 22 April 1970

30. Draft Report from the Vocational Training Working Party of Scottish Council" May 1970
31. "Draft report on the Academic Implications of Vocational Training Schemes" May 1970
32. "Vocational Training for General Practice - some Problems of Implementation" P Byrne and J Freeman March 1970 (GMS122 1970-1971)
- 33 GMC Second Statement Concerning Specialist Registration" Feb 1970
- 34 Assessment of Hospital Posts - Vocational Training Sub Committee - J G R Clarke Mar 1971
35. Memorandum on a releaser project to ascertain whether the appointment of College Visitors to visits and approve vocational training courses for the purposes of the MRCP Examination is necessary, practicable and of value to the College - Dr J E McKnight 1972
36. RCP National Trainees conference Newcastle 16-17 April 1972 - programme
37. Letter from Dr J E McKnight to John Horder concerning standards for approval of vocational training courses for the MRCP examination 22 June 1972
38. Memorandum for discussion "College Visitors"(visiting courses) - Donald Irvine 1972
39. Draft Memorandum on the Joint Postgraduate Training Committee for General Practice" ?Donald Irvine Sep 1973
40. Report on Vocational Training for General practice in 1973-4
41. Report to the Education Foundation board on the College Visitors Study c. Feb-March 1973
42. Congress in Family Medicine "Residency" or "Vocational" Training - an account of discussions between members of the two Colleges (Canada and UK), held on April 3rd 1973. . Joint Congress in Family Medicine with Canadian College meeting on Postgraduate Education held at Central Hall, Westminster.
43. RCP/RCPG report on Joint Committee in General Professional Training July 1973
44. "Joint Training Committee for General Practice" typescript 25 Sep 1973 stating work of proposed JCPTGP
45. Letter from Donald Irvine [Hon Sec] to John ? Horder re proposed Joint Committee for Postgraduate Training in General Practice 25th March 1974
46. Letter from James Wood to D Barnes (DHSS) re proposed costs for College Postgraduate Training

47. "The Accreditation of Vocational Training Programmes: A Preliminary Method Study - report of Donald Irvine's - visiting study May 1974
48. "The Accreditation of Vocational Training Programmes: An Assessment of Survey Methods - Donald Irvine, Ian Russell, George Taylor June 1974
49. Notes of Working Party on visiting Methods 2nd Meeting 25 October 1974
50. Memorandum to Postgraduate Training Committee "Should This College visit hospital posts or should it leave this task to other Colleges? John Horder 1974
51. Proposal from Doctor's Baker and Bird, College tutors in Kent for a vocational training hospital appointment in the Transkei in South Africa Nov 1974
52. Memorandum by John Horder on "Working \paper - Government support for postgraduate (Vocational) Training 30th Jan 1975
53. Memorandum by John Horder "Requests to train aboard" 30 January 1975
54. Memorandum from The Committee for Post Graduate Training in General Practice [Secretaries John Horder and Jack Norell] on "The role of the Committee for postgraduate training in the Near Future" April 1975
55. Commentary on Visiting Methods after the proving visits to the Manchester and North East Thames Region March 1975 (John Horder)
56. Criteria for the Appointment of Teachers and Teaching Practices in General Practice and Selection Procedures in the North of England - Donald Irvine July 1975
57. Responsibilities of the Committee for postgraduate Training in General Practice 1975
58. Draft Proposal for an Experimental Programme of Higher Training in General practice in the Northern region n.d. Training General practitioners by the Balint Method - Dr J S Norell April 1979  
*N.B. Some duplication possible with ACE H25-5 to H25-9.  
 Date details: Gap between 1975 and 1979.*

**A CE H 25 - 11 Teaching practices**

Consolidated comments relating to document (on selection of teaching practices) presented to Vocational Training Subcommittee (May 1970) , copy of memorandum from Council, 'The selection and remuneration of teachers in General Practice' (September 1971) and report by Donald Irvine, 'Teaching practice survey, 1970', presented to Education Committee (March 1972).  
*N.B. See also ACE H25-7.*

**April 1970  
 - March 1972**

**A CE H 25 - 12 Vocational Training Visits**

Correspondence relating to administration of visiting programmes.

**March 1976  
 - May 1977**

**A CE H 26 Student Attachment Survey papers, 8 February 1965 - 26 September 1966**

Reports and correspondence concerning student attachment survey.

*N.B. [ See Personal Papers Patrick Byrne for material relating to the Scheme, B BYR C 2-1, and Byrne's work in this area, carried out at the Department of General Practice, University of Manchester, B BYR B. Byrne was Chairman of the Education Committee from 1964-70, and was President of the College, 1973-76, B BYR C 2-2]*

**A CE H 26 - 1** Reports and correspondence concerning student attachment survey, including lists of participating doctors and students. **8 February 1965 - 26 September 1966**

**A CE H 27 Continuing Education questionnaire papers, 1955 - 1958**

Reports and correspondence concerning questionnaire on the continuing education of general practitioners.

*N.B. See also A CE H 8 Continuing Medical Education correspondence and Continuing Education Subcommittee minutes.*

**A CE H 27 - 1** Questionary returns and analysis on the continuing education of general practitioners. **1956**

**A CE H 27 - 2** Reports and correspondence concerning questionnaire on the continuing education of general practitioners, including memorandum by Dr. H. Levitt, and a copy of the College's 1955 Register of Members and Associates, annotated to show which had replied. **1955**

**A CE H 27 - 3** Reports and correspondence concerning questionnaire on the continuing education of general practitioners. **1956 - 1958**

**A CE H 28 Faculty Postgraduate correspondence, 1954 - 1965**

Faculty correspondence concerning postgraduate education.

**A CE H 28 - 1** Faculty correspondence with Dr. T. Eimerl concerning facilities for postgraduate education. **1954 - 1957**

**A CE H 28 - 2** Faculty correspondence with Dr. T. Eimerl concerning facilities for postgraduate education. **1954 - 1957**

**A CE H 28 - 3** Faculty correspondence concerning postgraduate education. Also includes postgraduate information diaries from March 1957 to November 1959 produced by the London and Home Counties and South-East England faculties. **1956 - 1960**

**A CE H 28 - 4** Faculty correspondence concerning postgraduate education. **1961 - 1967**  
*Date details: gap 1965 - 1967.*

**A CE H 29 Postgraduate Training in General Practice Committee, 1974 - 1978**

Records relating to the Postgraduate Training in General Practice Committee (1974-75) and its successor, the Joint Committee on Postgraduate Training for General Practice.

*N.B. The RCGP Postgraduate Training in General Practice Committee was set up in 1974 with the co-operation of the British Medical Association's General Medical Services Committee. In 1975 it was succeeded by the Joint Committee on Postgraduate Training for General Practice. Members of the RCGP serve on the Joint Committee but it operates as a separate body and maintains its own archives.*

**A CE H 29 - 1** Copy minutes, agendas and supporting papers for meetings of the **1974**



Postgraduate Training in General Practice Committee, including papers relating to the Committee's working parties. - 1975  
*N.B. Some undated items.*

**A CE H 29 - 2** Correspondence and related papers regarding the establishment and business of the Joint Committee on Postgraduate Training for General Practice, including copy minutes and agenda of first meeting. **September 1975  
- February 1978**

**A CE H 30 *Royal College of Physicians (RCP) - Training, 1973 - 2000***

This series contains correspondence and reports concerning the Joint Committee on General Professional Training, which was established in 1971 and first met in 1972 to consider a method of reviewing and approving junior hospital training posts. Also includes correspondence and papers relating to activities of education departments such as organisation of meetings, inter-collegiate programme on management education for clinicians 1997, and consultation on junior doctors' working hours.

**A CE H 30 - 1** **Joint Committee on General Professional Training** **March 1973  
- March 1974**  
Correspondence and report relating to the Joint Committee on General Professional Training involving members of the RCGP and the Royal College of Physicians.  
*Item: See also ACE N25-1 for Royal College of Physicians correspondence.*

**A CE H 30 - 2** **Education** **2 Feb 1988  
- 8 May 2000**  
Correspondence concerning an inter-collegiate programme on management education for clinicians 1997, RCP Sub-Committee for Council for General Professional Training, inauguration of the Faculty of Pharmaceutical Medicine at RCP 1989; report on implications of reducing junior doctors' working hours (1994); agenda and minutes of Academic Medicine Group meeting (25 April 1989), list of college conveners (1988) and copy of revised General Professional Training Handbook (1988). Also includes correspondence and agenda for an Inter-Collegiate Meeting of Education Departments planned for 18 May 2000, as well as copy of RCP Education Department's mission statement.

*Item: See also ACE N25 for Royal College of Physicians correspondence.*

**A CE H 31 *Joint Training Committee for General Practice papers, 1973 - 1974***

Papers, mainly correspondence, relating to the establishment and membership of the committee.

*N.B. The establishment of this Joint Committee was proposed in 1973 'to advise Council of the RCGP and Councils on Postgraduate Medical Education on the content and quality of Postgraduate Training for General Practice, including General Professional and Vocational Training.'*

**A CE H 31 - 1** Correspondence relating to appointment of external representatives with two papers about constitution and terms of reference of the Joint Training Committee for General Practice (originally named Joint Committee on Higher Medical Training) **August 1973  
- January 1974**  
*N.B. This committee was to act for general practice as the joint committees for higher training in other medical specialisms.*

**A CE H 32 *Joint College Hospital Visiting, 1972 - 2005***

RCGP's involvement in Joint Hospital Visiting [JHV] started with RCP in 1974, RCOG in 1980 and RCPsych in 1981. Hospitals were visited by representatives from the Colleges, meeting

consultants and trainees. The Colleges looked for suitability of the hospital for specific training posts. In 1994 a Joint Hospital Visiting National Convenor was appointed. This work became part of the remit of the Assessment Network from 1998.

The Hospital Recognition Committee (HRC) which oversaw JHV continued from 1999 until 2005 (run from the College's North West England Faculty Officers in Warrington) which this function was subsumed by the creation of the Postgraduate Medical Education Board [PMETB]. Arrangement for the local visits was via the faculties but it was all centrally coordinated by the Warrington Office.

Minutes, Papers, Reports

<b>A CE H 32 - 1</b>	Correspondence re arrangements and procedures for visiting SHO posts with RCP, RCOG, and RCPsych. <i>Item: This work is now under the Assessment Faculty</i>	<b>November 1972 - October 1985</b>
<b>A CE H 32 - 2</b>	Correspondence re arrangements and guidelines for visiting, includes some reports.	<b>Nov 1985 - June 1987</b>
<b>A CE H 32 - 3</b>	<b>Reports</b> Correspondence and reports with summaries arranged by area.	<b>May 1983 - Feb 1985</b>
<b>A CE H 32 - 4</b>	<b>Hospital Recognition Committee Minutes</b> Minutes and Agendas	<b>1998 - 2005</b>

### **A CE H 33 General Medical Services Committee GMSC RCGP Section 63 Working Party, 1981 - 1985**

Meetings, papers, reports and correspondence re Section 63 funding. Section 63 of the Health Service and Public Health Act of 1968 provided for funding for continuing medical education for GP's.

*N.B. General Medical Services Committee [GMSC] of BMA [British Medical Association] GMSC became GPC [General Practitioners Committee] in 1999.*

<b>A CE H 33 - 1</b>	Correspondence and background papers of the Working Party re need to assess the arrangement for Section 63 funding including papers on the role and future of GP post graduate medical training, failure of proposed new code of practice to give more control to GP sub-committees, status of RSM general practice section meetings <i>Item: See also records of GMSC (A CE N50), BMA (A CE N 3) and GMSC/RCGP Liaison Group (A CE N 19).</i>	<b>1981 - 1984</b>
<b>A CE H 33 - 2</b>	Minutes and correspondence <i>Date details: February 1984 - November 1985.</i>	<b>1984 - 1985</b>
<b>A CE H 33 - 3</b>	<b>Reports</b> Papers, consultations and draft report of the Working Party	<b>1984 - 1985</b>
<b>A CE H 33 - 4</b>	<b>Comments</b> Responses to the consultation on the Working Party's Report <i>Date details: January 1985 - April 1985.</i>	<b>1985</b>

### **A CE H 34 Committee of Enquiry into the Regulation of the Medical Profession Merrison Committee, 1973 - 1976**

This Committee was set up by the Secretary of State for Health in 1973 after a dispute between the medical profession and the General Medical Council.

It looked into the role of the GMC in supervision of education [they were responsible for undergraduate education] and the machinery for registration. It was chaired by Dr A W Merrison and included Dr J R Bennett MRCP; Mr. C M Clothier QC; Miss Margaret Drabble; Miss Catherine Hall SRN; Mr. N G C Hendry FRCS ed.; Dr D H Irvine [at that time RCGP Honorary Secretary, who represented the College, [later Sir Donald Irvine and Chairman of the GMC]; Mr. I MacDonald QC; Professor D C Marsh M Comm; Miss Audrey Prime; Professor K Rawnsley FRCP' Professor G Smart FRCP; Mrs. J G C Turner FRCS; Mrs. Mary Warnock; Dr W B Whowell FRCGP.

The College set up a working party under the Chairmanship of Professor Byrne to consider its evidence. It concentrated on vocation training and accreditation of individuals. The report included a recommendation that general practice be treated as a specialty.

After the report was published the College set up another working party under the Chairmanship of Dr Lawson [and including Drs Fry, Pereira Gray, Irvine, Marinker and Waine] to deal with implications of the report, specifically role of MRCGP in relation to the proposed specialist register; standard setting role for general practice by the College; GMC elections; accreditation by Joint Higher Training Committees, vocational training

Minutes and correspondence re College evidence to the Merrison report on medical education and training. GMC conference to discuss report.

*N.B. Report of the Committee of Inquiry into Regulation of the Medical Profession (The Merrison Report) 1975, Cmnd 6018, London, HMSO.*

*College evidence published Journal of the Royal College of General Practitioners, 1972,24, pp. 59-74.*

**A CE H 34 - 1 Merrison Committee** **1973**  
**- 1976**  
Correspondence and meetings to discuss evidence to Merrison Committee and responses to its report. Includes drafts of evidence and copies of evidence by other Colleges; draft press release on College's opinion of standard of medical training overseas.  
*Item: Includes copy of College's evidence to the committee. Appendices to the evidence were copies of "Future State and Present Needs"; "The Future General Practitioner - Learning and Teaching" and an extract from RCGP on the membership examination.*  
*SEE ALSO ACE N4-5 General Medical Council Correspondence 1970-1979*

*ACE N27-02 House of Commons Social Services Committee Enquiry Into Medical Education 1980-1985*

*N.B. [ See Personal Papers Patrick Byrne for material relating to Byrne's involvement in the Working Party, including correspondence regarding the preparation of a working paper setting out the main issues to be considered by the Party, Byrne was President of the College, 1973-76, B BYR C 2-1] Date details: February 1973 - April 1976.*

### **A CE H 35 Inequalities in Health the Black Report, 1977 - 1981**

In 1977 at the then Secretary of States request, Sir Douglas Black - [Chief Scientist at the DHSS and President of RCP London] set up a working group to :

"To assemble available information about the differences in health status among the social

classes and about factors which might contribute to these, including relevant data from other industrial countries; to analyse this material and to suggest what further research should be initiated. It reported in 1981, by which time the government had changed from Labour to Conservative. Patrick Jenkins, the new minister, endorsed the findings but did not authorize any expenditure to solve the problems of poverty and poor health raised in the report.

Apart from Black himself the group consisted of Professor J N Morris, Professor of Community Health, University of London; Dr Cyril Smith, Secretary of the Social Science Research Council and Professor Peter Townsend, Professor of Sociology, University of Essex.

- A CE H 35 - 1 Working Group On Inequalities In Health** **1980**  
**- 1981**  
Correspondence and reports on the most appropriate College response to The Black Response. The response was written by Professor David Metcalfe who also included his views on the future role for the College in general.  
*Item: Includes extracts from the Black Report London: Department of Health and Social Security, 1980. 417pp.*

### **A CE H 36 Leeuwenhorst Group, 1974 - 1992**

In April 1974 the Dutch College of General Practitioners and the University Departments of general practice organised a conference at Leeuwenhorst to discuss training for general practice. "The Second European Conference on Teaching General Practice ". During the course of the meeting, Niels Bentzen (Denmark) and John Horder suggested that a working group "The Leeuwenhorst Group" of each of the eleven countries present should try to agree a European definition of what a general practitioner does.

A second meeting was held in London 27th October 1974 with Professor Patrick Byrne [see B-BY Byrne papers] as Chair and Dr John Horder [ B- HY Horder papers] as Secretary. Individuals were invited from various countries including Denmark, Belgium, Norway, Austria, German Democratic Republic, Federal Republic of Germany, Netherlands, France, Yugoslavia, Hungary and France, all of whom worked in Colleges or universities. The meeting did not only consider the definition of the work of a general practitioner but [as proposed by the United Kingdom delegates] the broad education training goals which should have been achieved by the time that a doctor enters independent practice.

The group met twice a year around Europe and published three pamphlets "The General Practitioner in Europe" [JRCGP 27 (1977), 117.], one on the contribution of general practice to undergraduate medical training and another on postgraduate education, which strongly advocated small group methods. The pamphlets were published with the help of Jensen Pharmaceutica of Beerse.

In 1981 Jan Van Es took over as chairman and Niels Bentsen as secretary.

John Horder later said "The group met with considerable success in the fact that its definition of general practice was accepted as a policy document, not only in the United Kingdom but in most of the other countries represented in the Group. It was quoted in other countries by the World Health Organisation, European Division [EUMO] quoted the group's work. Above all it was used in documents of the European Economic Community during the time when a Community Directive under the Treaty of Rome was being prepared." [ACE H36-7].

In 1982 "The Third European Conference on Teaching General Practice" was held in Beerse,

near Antwerp and the members of the original group resigned in order that they could be replaced by a younger membership. The "New Leeuwenhorst group" was then formed and included members from 25 countries by 1992 it changed its name to the European Academy of Teachers in General Practice. Its constitution was then changed so that it was no longer an invite only group but one which was open to anyone involved in teaching general practice.

Between 1982-1985 the expenses of the British members were paid for by the Education Division after that it transferred to the International Department. Files from 1985 onwards are filed in the International Department's section

*N.B. Leeuwenhorst Group (1974-1982) New Leeuwenhorst Group (1982-1992), European Academy of Teachers in General Practice (1992-)*

*[See Personal Papers Patrick Byrne, B BYR D 3, for material relating to Byrne's involvement with the Leeuwenhorst Group, 1973-80, Byrne was Chairman of the Leeuwenhorst Group Working Party.] See also International Committee correspondence 1990 ACE P4-3*

- |                      |  |                        |
|----------------------|--|------------------------|
| <b>A CE H 36 - 1</b> | <b>Conference 1975</b>   | <b>1974<br/>- 1975</b> |
|                      | Correspondence including article on "The Future General Practitioner In Dutch", participants in European Workshop on vocational training in General Practice (April 1974). Statement of Leeuwenhorst Conference Working party April 1974; UEMO approval of the statement "The General Practitioner in Europe"; (December 1975) |                        |
|                      | Minutes, papers and correspondence of  |                        |
|                      | London meeting October 1974;<br>Antwerp meeting April 1975;<br>Paris meeting October 1975 [mostly correspondence see H36-2 for papers]   |                        |
|                      | <i>Item: See Horder papers.</i>  |                        |
|                      | <i>Date details: January 1975-December 1975.</i>   |                        |
| <b>A CE H 36 - 2</b> | <b>Paris 1975 Undergraduate Working Party</b>  | <b>1974<br/>- 1975</b> |
|                      | Papers include actions taken in countries of members of the working party to implement its broad aims of Leeuwenhorst statement. "The Contribution of The General Practitioner to General Medical Education"   |                        |
|                      | <i>Item: See Horder papers. See H36-1 for Correspondence relating to this meeting</i>  |                        |
| <b>A CE H 36 - 3</b> | <b>Conference 1976-77</b>  | <b>1976<br/>- 1976</b> |
|                      | Correspondence re: Undergraduate Education discussed at Berne 1976   |                        |
|                      | Bergen Oct 1976  |                        |
|                      | Dubrovnik April 1977   |                        |
|                      | Budapest Oct 1977  |                        |
|                      | <i>Item: See Horder papers.</i>  |                        |
| <b>A CE H 36 - 4</b> | <b>Berlin 1976-77</b>  | <b>1975<br/>- 1977</b> |
|                      | Correspondence re: Berlin 1976 meeting, distribution of "The General Practitioner In Europe". Includes "Report on Training in general medicine by the Commission on Medical Specialist Training and Education published by the Danish Medical Association; "General Practice in the University of Utrecht" by                  |                        |

Jan Van Es; "Medical Care in the Context of Healthcare" position paper for the 1976 Annual meeting of the Association for Medical Education in Europe by Horst R Noack of Berne Medical Facilit; "Patterns and Profiles of General Practice - A Fishing Expedition and Still Fishing" by G Horton.

*Item: See Horder papers.*

*Date details: May 1975 - January 1977.*

- A CE H 36 - 5 Berlin and Odense 1978** **1978**  
Correspondence relating to meetings at Odense April 1978 and Berlin October 1978. Includes draft of "Continuing Education of General Practitioners" (24 October 1978)  
*Item: See Horder papers.*  
*Date details: January 1978 - January 1979.*  
**- 1979**
- A CE H 36 - 6 Klagenfurt and London 1979** **1978**  
Correspondence relating to meetings at Klagenfurt May 1979 and London 1979. Includes paper on "Evaluation" and draft of "Continuing Education of General Practitioners".  
*Item: See Horder papers.*  
*Date details: June 1977 - March 1980.*  
**- 1980**
- A CE H 36 - 7 Correspondence 1980-1982** **1979**  
Correspondence relating to distribution of "Continuing Education of General Practitioners". Includes paper from UEMO .O meeting December 1979; revised definition of the work of a funereal practitioner November 1981; EEC memorandum on "Primary Health Care" for informal meeting of Health Ministers, Dublin December 1979; proposed sponsorship of Leeuwenhorst meetings by Update; future of the group;  
**- 1982**  
Beerse April 1980 minutes and papers  
Dundee February 1981 minutes and papers  
Zagreb November 1981 minutes and papers  
London April 1981 [see also ACE H36-8]  
Third European Conference in Teaching General Practice Antwerp September 1982 [final meeting of Leeuwenhorst group] invitations and arrangements and subsequent report  
*Item: See Horder papers.*
- A CE H 36 - 8 London 1982** **1982**  
Correspondence relating to Leeuwenhorst Group meeting in London April 1982.  
**- 1982**  
*Item: See Horder papers.*
- A CE H 36 - 9 New Leeuwenhorst Group** **1982**  
Correspondence includes report of Antwerp and Beerse 10-12 December 1982; request for College via Education Division of RCGP to support British members of the group and help with travel expenses; report of London 28-30 October 1983; Berlin 30 March - 1 April 1984; "The Contribution of General Practice to the Undergraduate Medical Curriculum" (1984); future of the  
**- 1985**

group;  
 Bergen 12-14th Oct 1984;  
*Item: See Horder papers.*  
*Later files in International*  
*Leeuwenhorst group became the New Leeuwenhorst Group Sep*  
*1982 and gave it itself two tasks*  
*1) to prepare a commentary on the present state of learning and*  
*teaching in General Practice in Europe*  
*2) To review critically the available literature in Europe on*  
*evaluation of continuing education, vocational training, and*  
*undergraduate education in General Practice.*  
*Later New Leeuwenhorst material in ACE P International*  
*Department files*  
*Date details: December 1982 -October 1985.*

**A CE H 36 - 10 New Leeuwenhorst Group** **1985**  
 Correspondence **- 1992**  
*Item: See Horder papers.*  
*Later material in International ACE P*

**A CE H 37 Tripartite Education Group, 1982 - 1983**

This series contains correspondence, discussion paper and notes of meetings relating to undergraduate medical education at London's medical schools. Meetings took place after concerns were raised about medical education trends, over dinner at a conference of the Royal College of Psychiatrists, by Prof S R Hirsch, Prof A Wakeling and Dr J P Horder.  
*N.B. See also A CE N 5 Royal College of Psychiatrists (RCPSYCH) 1970-1994.*

**A CE H 37 - 1** Correspondence, discussion paper and notes of meetings of the **8 Sep 1982**  
 Group concerning undergraduate medical education at London's **- 20 Jan 1983**  
 medical schools.

**A CE H 38 Educational Research Project ERP, 1978 - 1987**

Report, minutes, working papers.

The ERP was conceived in 1978 in the Experimental Courses Study Group and was started in 1980 as joint project of RCGP/Brunel University and the DHSS. The research team evaluated, organised and ran courses in Care of the Elderly in General Practice; Dermatology in General Practice and Paediatric Surveillance in General Practice. The last course was completed on 23 March 1984 and the final report was completed in 1987. The team leaders were Professor Furneaux and Dr Susan Barry

The broad concept of the project was to initiate educational materials, methods and experiences which could exemplify the processes involved in pursuing E. George Miller ["Continuing Education for What" Journal of Medical Education Vol 42 April 1967 pp320-326] concern that "The purpose of continuing education is clearly to improve the quality of patient care" Attempts were made using patient treatment cards to assess before and after effects of the course on doctors treatment of certain patients, as well as course evaluation; questionnaires.

**A CE H 38 - 1 Steering Group** **1981**  
 Minutes. Also includes of a meeting that Professor Howie, **- 1986**  
 Professor Bain and Donald Irvine had with Research Team 24  
 February 1982  
*Item: not complete*

**A CE H 38 - 2 Correspondence** **1979**  
 Correspondence and reports **- 1988**

*Item: Marshall Marinker's file*

<b>A CE H 38 - 3</b>	<b>Final Report</b>	<b>1986</b>
	Section 1 Foreword	<b>- 1988</b>
1.1	Research into priorities & appendix	
1.2		
	Section 2 Enquiry into Specific Need Areas Within the chosen Subjects and Appendix and Instruments	
2.1		
	Section 3 Evaluation of Courses	
3.1	Care of the Elderly Course 1 & Appendix	
3.2		
	Care of the Elderly Course 2 & the Appendix	
3.3		
	Care of the Elderly Course 3 & the Appendix	
3.4		
	Summary, Conclusions Recommendations & Appendix	
3.5		
	Care of the Elderly Instruments	
3.6		
	Care of the Elderly Package Course	
3.7		
	Dermatology Course 1 Appendix & Instruments	[sic]
3.9		
	Dermatology Course 2 Appendix & Instruments	
3.10		
	Dermatology Course 3 Appendix & Instruments	
3.11		
	Summary, Conclusions, Recommendations	
3.12		
	Paediatric Surveillance Courses	
	Part 1	3.13
	Part 2	3.14
	Summary and Conclusions	
3.15		
	Instruments	
3.16		



## Appendix 3.17

### Section 4 General Conclusions 4.1

### Section 5 General Appendix 5.1

#### Questionnaire Responses from Clinical Assistants Protocol

### **A CE H 39 What Sort of Doctor, 1980 - 1989**

Report, minutes, working papers.

In September 1980 the Board of Censors set up a working party to devise " a method of assessing the performance of established general practitioners in the setting of their own practices." The first report was published in the Journal of the Royal College of General Practitioners 1981; 31(232): 698-702 (November) . Members of the First Working Party (1980-1981) were JAR Lawson (Chairman), JC Hasler, M Marinker, L Newman, JS Norell, DA Pendleton and JH Walker.

A second working party was set up in September 1982 to test What sort of Doctor method of performance review under field conditions. The second Working Party invited help from Mersey, South East Thames and South East Scotland Faculties. The evaluation was supervised by the College's Stuart Fellow.

Members of the Second Working Party (1982-1984) were TPC Schofield (Chairman), J Emmanuel, JM Forrest, L Henderson, JP Horder, J Lee, AJ Membrey, K Mourin, JS Norell, DA Pendleton, M Ryan and J Woodward.

The interim report of the second working party was issued in September 1983 and the consolidated report of both working parties was published in July 1985 [Report from General Practice No. 23 "What sort of doctor? Assessing Quality of Care in General Practice".

The methods of evaluation used by the second working party, though appropriate to the stage of development that the WSOD instrument had reached at that time, were limited in nature and coverage: and the Education Division of the College recognised that, if the instrument was to be adopted more widely throughout the profession, a more rigorous form of evaluation would be needed. Accordingly in May 1984 the Education and Research Division conjointly established a third working party with the remit of "advising the Education Division on how to approach the Evaluation of WSOD methods." The working party first met in September 1984 and reported October 1985.

Members of the third working party were ML Marinker [Chair], JR Butler, VMW Drury, AJ Membrey, IT Russell, TPC Schofield.

<b>A CE H 39 - 1</b>	<b>What Sort of Doctor First Working Party</b>	<b>1981</b>
	Report	<b>- 1981</b>
	<i>Date details: Sep 1981.</i>	
<b>A CE H 39 - 2</b>	<b>What Sort of Doctor Second Working Party</b>	<b>1982</b>
	Minutes	<b>- 1984</b>
	<i>Date details: 9 July 1982 - 19 July 1984.</i>	

A CE H 39 - 3	<b>What Sort of Doctor Second Working Party</b> Reports by Stuart Fellow [David Pendleton]	1982 - 1983
A CE H 39 - 4	<b>What Sort of Doctor Second Working Party</b> Performance Review Working party development of criteria for long term care of clinical conditions. Includes reactions to First WSOD report and amendments to criteria; practice reports; meetings & study days with faculties; patient's view of general practice; guidelines for playback and evaluation of video-taped consultations;	1982 - 1983
A CE H 39 - 5	<b>What Sort of Doctor Second Working Party</b> Criteria for Assessment & notes for visitors and notes for doctors being visited.	1983 - 1983
A CE H 39 - 6	<b>What Sort of Doctor Second Working Party</b> Evaluation forms, marking schedules, reports of practice visits and comments by doctors of their reports. <i>Item: Jack Norell's file</i>	1983 - 1984
A CE H 39 - 7	<b>What Sort of Doctor Second Working Party</b> Interim Report <i>Date details: September 1983.</i>	1983 - 1983
A CE H 39 - 8	<b>What Sort of Doctor Third Working Party</b> Minutes, correspondence, draft reports.	1984 - 1985
A CE H 39 - 9	<b>What Sort of Doctor Third Working Party</b> Report <i>Date details: October 1985.</i>	1985 - 1985
A CE H 39 - 10	<b>What Sort of Doctor Third Working Party</b> Post report correspondence includes What Sort Of Doctor - An Assessors Manual [Quality of Care Sub Committee of Beds & Herts faculty] 1987; translating WSOD into Dutch	1985 - 1989

**A CE H 40 Working Party on Medical and Dental Teaching Resources in London Flowers Committee, 1979 - 1980**

February 1979 Lord Annan, Vice Chancellor of London University set up a working party to examine the future of Medical Education in London.

The objective of the Working Party was to consider how best to maintain and develop the excellence and international renown of the University of London medical and dental teaching and research in view of the fact that the finance available for their support had already been seriously diminished and showed no sign of being replenished.

The Committee was chaired by Lord Flowers [of Imperial College] and included Brian Bailey [South West Regional Health Authority], Sir John Butterfield [Regius Professor of Physic, Cambridge], A H Crisp [Dean of Faculty of Medicine, University of London], J H Kellgren [Dean of Medical School, University of Manchester, N F Morris [Deputy Vice-Chancellor, Professor of Obstetrics and Gynaecology, Charing Cross Hospital Medical School] and J R Stewart [Principal of London University].

The Working party recommended that the 34 medical and dental schools and institutions in London should be grouped into six schools of medicine and dentistry and each should become part of a multidisciplinary college or school of the university. This was very controversial and at a conference to discuss the report at Senate House student's demonstrated outside with coffins.

In December 1981, a year in which the University Grants Committee announced a reduction in grant in each of the next three years, the University of London finally reached conclusions on the pattern of undergraduate medical education in London. It was decided to reduce the number of separate schools, only four remaining independent; the Royal Free, St Mary's, St George's and King's College Hospital Medical School which was in any case uniting with King's College Strand. Charing Cross and the Westminster Medical Schools would be strengthened by merger; the proposal by the medical schools of Guy's and St Thomas's to form the United Medical Schools under a single governing body was supported; the medical colleges of St Bart-colonels' and The London should cooperate; and a joint school would be established between the Middlesex and the Faculty of Clinical Sciences of University College.

**A CE H 40 - 1** Correspondence, drafts, and response to committee and to its report. The College felt that "the arrangements for teaching in general practice in too many of the London's medical schools today is unsatisfactory "  
*Item: College working party to consider report Drs John Lee, Eddie Josse, Donald Irvine, Alastair Donald, John Horder and David Morrell* **1979 - 1980**

#### **A CE H 41 *Open University, 1978 - 1987***

In June 1980, RCGP wrote to the Open University proposing that the university to open a department of Primary Health Care in the Open University. The unit aimed to provide continuing education to general practitioners, health visitors, community nurses, social works and others who provided primary care.

**A CE H 41 - 1** **Primary Care Health Unit** **1978 - 1984**  
 Proposals, drafts, sponsorship  
*Item: Abortive*

**A CE H 41 - 2** **Distance learning programme** **1983 - 1987**  
 Working group to consider proposals of mounting an distance learning programme with the Open University, meetings, correspondence

#### **A CE H 42 *RCGP Learning Unit, 2003 - 2005***

In January 2004 RCGP launched a joint project with the University of Bath to create distance learning materials.

**A CE H 42 - 1** **Correspondence** **2003 - 2005**  
 Launch, sponsorship, Finance, Reports  
*Item: Memorandum of Understanding between the University of Bath and the Royal College of General Practitioners.*

**A CE H 42 - 2** **Management Group** **2004 - 2006**  
 Minutes  
*Item: Professor Peter Orton - Clinical Director  
 Sally Jeffries Development Director  
 David Davies Mentor  
 Date details: 21 January 2004 - 19 January 2006.*

- A CE H 42 - 3 Steering Group** **2005**  
**- 2005**  
 Minutes  
*Item: Professor Peter Orton - Clinical Director*  
*Sally Jeffries Development Director*  
*David Davies Mentor*  
*Date details: 26 January 2005 - 23 November 2005.*
- A CE H 42 - 4 Professional Development Series CD** **2000**  
**- 2004**  
 Update in Neurology for GP's (University of Bath Medical  
 Multimedia Series) [British Brain and Spine Foundation,  
 University of Bath, RCGP] CD & Workbook March 2000
- Update in Rheumatology for GP's (University of Bath Medical  
 Multimedia Series) 2000 handbook
- Update in Women's Health for GP's RCGP Learning Unit,  
 University of Bath part 1& part 2 2004
- A CE H 42 - 5 Professional Development Series CD** **2006**  
**- 2006**  
 "Learning guide to Professional Development" - a guide to  
 planning and implementing PDP [Professional Development Plan]  
 also included extracts from interactive courses Men's Health,  
 Women's Health and Neurology [2 copies]  
*Item: Aims*  
*The aims of the Professional Development Series are to improve*  
*knowledge, competence and performance.*
- Improve diagnosis and distinguish between different types of*  
*conditions*  
*Identify those patients who require urgent referral for further*  
*investigations*  
*Acquire skills and knowledge to support patients in the*  
*management of their condition*  
*Identify the different medical, non-medical and surgical treatments*  
*for various diseases and conditions*  
*Improve communication with patients about their condition /*  
*symptoms*  
*Learning outcomes*  
*The Professional Development Series is designed to enable you to:*
- Make accurate diagnoses from the history and examination*  
*Effectively manage common problems arising from certain*  
*conditions*  
*Make appropriate referrals to medical specialists, both within the*  
*primary care team and in secondary care*  
*Improve your skills and professional development in particular*  
*areas*  
*Critically appraise healthcare practice using clinical audit*  
*Examine the scientific basis of current practice*  
*Explore the physical, psychological and social aspects of illness*

**A CE H 43 Experimental Courses Study Group Correspondence, 1972 - 1977**

This group came out of the Headquarters Courses Sub Committee (which was chaired by John Fry 1966-1970 and then from 1970 Paul Freeling). Its remit was to arrange and supervise educational courses and other meetings at Princes Gate not only to run proven successful and well-tried courses but also to experiment with newer types of meetings. From 1968 experimental seminars were arranged e.g. practice team collaboration under the chairmanship of

a sociologist John Burrows and research methods in general practice in 1969 under Graham Kalton and Frank Gattoni of the London School of Economics. Particular attention was paid to new entrants into general practice with day release courses and later courses for more experienced GPs.

The Headquarters Courses Committee formally became the Experimental Courses Study group in June 1974. John Woodall was Chairman until 1979 when Eric Gambrell succeeded him.

Minutes, agendas and correspondence; contains some duplicates from Headquarters Courses papers [see A CE H 13]. Also includes correspondence and papers relating to a Taiwan Doctors' course held in 1977.

*N.B. A CE H 13 Headquarters Courses Subcommittee*

*A CE H 16 Experimental Workshop for Group Leadership*

*A CE H 44 Early Years in General Practice Course, 1972 - 1975*

*A CE H 45 Scope of General Practice Course, 1972 - 1976*

*A CE H 46 Teachers Course, 1972 - 1976*

*A CE H 47 Content of General Practice Course, 1972 - 1974*

*A CE H 48 Experimental Workshop for Group Leadership, 1972 - 1974*

*A CE H 49 Communication and Language in General Practice Course*

- A CE H 43 - 1      Headquarters Courses Jan- Dec 1972      1972  
- 1972**
- Agenda papers of Headquarter Courses sub committee January 1972; April 1972; June 1972, Oct 1972, Jan 1973
- Correspondence with Department of Health on courses for ancillary staff; accounts for courses 1971/2; report of activities of Headquarter Courses Subcommittee included need for course organisers, encouraging faculties to run courses and the need for assessment; section 63 payments, a refresher course for doctors from Taiwan
- Course outline or proposal
- 1) Conference on MRCGP Courses
  - 2) Health centre project or Entrants Course[E O Gibson - run Feb 1973]
  - 3) "The Scope of General Practice Course for Trainees and New Entrants in General Practice [ John Stevens];
  - 4) "Content of General Practice" [March 1973, Paul Freeling - based on The Future General Practitioner];
  - 5) Workshop for Teachers [Marshall Marinker]
  - 6) The Ages of Man [Ronald Law]
  - 7) Joint Study day on Marriage guidance [N C Mond]
  - 8) MRCGP Courses
  - 9) Early Years in General Practice
- Report
- course on Family planning run by D J Price;
- Advanced Course in General Practice [For experienced MRCGP entrants] March 1972 [See ACE H51-1]
- Multidisciplinary courses March 1972 [5 day course for health visitors, social workers and general Practitioners
- A CE H 43 - 2      Feb 1973 - Nov 1974      1973  
- 1974**
- Agenda papers Headquarters Courses Committee 19 Feb 1974; 26 March 1974 [minutes]
- Experimental Courses Committee June 1974 (Agenda and Minutes); Nov 1974 agenda

Correspondence with Mr. Bowie (rheumatism course); BBC "the Health Team in Action"; Department of Health over plans for health centres; possible subjects; programme of courses for 1974; whether it was the role of the College to run teachers courses;

Course outline or proposal

- 1) Course in general practice for new entrants who have not experienced either full vocational training or a trainee year [ Eric Gambrell]
- 2) Rheumatic Disorders of the Joint and Soft Tissues - an Assessment 1974
- 3) Advanced Course in General Practice 18-29 March 1974
- 4) To further education in physical medicine

Report

- 1) 1973 Teachers Course [Jack Norell]
- 2) The Ages of Man 1 - the Child 0-5 Years [ Ronald Law]
- 3) Advanced courses for MRCP (1972-1974) [D J Price]

*Item: Headquarters Courses Dissolved and First meeting of Experimental Courses Committee 5th June 1974 - convenor J T Woodhall  
Chairman Paul Freeling*

**A CE H 43 - 3**

**November 1974 - November 1975**

**1974  
- 1975**

Correspondence included publicity for courses, new entrants or non trained entrants to general practice; ways to improve the work practices of the group; feedback on 1975 teachers course [Cyril Josephs, James Carne, Colin Leonard]; section 63, fees, film on renal physiology; recognition as course organizer, minutes distribution

Minutes 13 Nov 1974 , 23 Jan 1975, 20 March 1975, 18 June 1975

Proposals

- 1) A Course for foreign trained general practitioners 22 -26 Sep 1975 [Eric Gambrell, Colin Leonard]
- 2) Continuing Education of General Practitioners Prescribing
- 3) Interdisciplinary Course
- 4) On dying Well Oct 1975 [N C Mond]
- 5) "Scope of general practice" for trainees Oct 1974- March 1975
- 6) Bone and Joint rehabilitation
- 7) RCGP Teachers Course 1974 includes course material MEQ's; evaluation, trainers knowledge exercise;
- 8) Ages of Man - Towards Maturity 6-18 Years 10-14 March 1975
- 9) Audit in General Practice - draft programme [Marshall Marinker]
- 10) Migraine in children [not a College course]
- 11) Multidisciplinary approaches

Report

- 1) Ages of Man II Towards Maturity 16-18 Years [March 1975 Ronald Law] report, reading list, application, speakers,
- 2) Advanced Course in General Practice April - July 1975 [5th] R J O Catlin
- 3) Ages of Man - final assessment
- 4) The General Practitioner and the Geriatrician Jan 1975 [funded by King's Fund]

- 5) Scope of General Practice Oct 1974- March 1975 [Michael Arnold]
- 6) Doctors and Counselors [Renate Olins - London Marriage Guidance Council]
- 7) Group Leaders [Cyril Gill]

*Item: Experimental Study Group J T Woodall, [Hon Sec, chairman from March 1975]; E C Gambrill [Hon Sec from March 1975]; M E Arnold; A G Brown; R J O Catlin; J G R Clarke; C F Donovan; G R C Fisher; P Freeling [Chairman until March 1975]; E O Gibson; G A Griffin; P R Grob; A J Heriot; J P Horder; R Law; T J Lee; C J Leonard; M Marinker; N C Mond; J S Norell; D J Price*

- A CE H 43 - 4      Headquarters Course - Taiwan Doctors' Course** **1 Jan 1973**  
**- 22 Aug 1977**
- Correspondence, lists of participants, programme, reports and papers concerning the organisation of a course for Taiwanese doctors in April 1977, including cultural background information regarding general practice in Taiwan, details of costs and evaluation of a similar course in 1972. Also includes menus and sample certificate.
- Item: See also A CE P 10 for International Committee Courses and Conferences.*

**A CE H 44 Early Years in General Practice Course, 1972 - 1975**

This course was aimed at new entrants to General Practice ["Young principles, trainees, doctors returning from overseas and married women requiring a refresher course"]. It was first run in 1963 at the invitation of the British Postgraduate Medical Federation of the University of London. It lasted 5 days - the mornings were a series of talks on the future of general practice, practice organization, the regional medical service, social medicine, geriatrics, maternity services, occupational health, prescribing, structure of the NHS, Epidemiology, research, practice equipment and premises, and the medico-legal aspects of general practice and run by Dr Valerie Graves 1964-1965.

By 1974 it was organised by Dr Terrence Lee and included:

"The Content of General Practice" [David Morrell]; Local Medical Government [Denis Cook]; Chronic disorders of the bones and joints [B Pollak]; Sore Throats [T J Lee]; medical certification [M R Hayes]; rehabilitation [Fay Fontana]; school medical service [Gwynne Jones]; geriatrics [M K Thompson]; disabled living foundation; business aspects of general practice [Stuart Carne]; Prescribing [M J Linnett]; Accountancy [Julian Lee]; Family Planning [John McEwen]; Social Services in the Community [N Grindrod]; Regional Medical Services [A Bryce Stewart]; Medical Emergencies at Home [R A Street]; Development Paediatrics [G H Curtis Jenkins]; Balint Groups [Norell, Carne, Balint members]

*N.B. See also*

*ACE H13-2 Duplicate minutes, agendas, reports and correspondence of the Headquarters Courses Subcommittee of the Education Committee, mostly concerning 'Early Years in General Practice' courses 1964-1965.]*

*ACE H43 Experimental Courses Correspondence*

- A CE H 44 - 1      May- Oct 1974** **1974**  
**- 1974**
- 20-24 May 1974 & 21-25 Oct 1974,  
Programme, Section 63, speakers expenses, delegates, application form, advertisement, course papers including "Classification of chronic muscular-skeletal disorders;" "Joes Backache"; delegates assessment sheets

*Item: Organised by T J Lee*  
*2 files*

- A CE H 44 - 2 March - Sep 1975** **1975**  
**- 1975**  
Programme 7-11 July 1975, delegates, section 63  
*Item: Organised by T J Lee. includes "The single handed Practitioner" [G S Plaut]; working with practice staff [G S Adams]; the use and abuse of medical records [C B Floyd]; MEQ and clinical Discussion [J D E Knox]*
- A CE H 44 - 3 October 1975** **1975**  
**- 1975**  
Programme 7-11 July 1975, delegates, application form; section 63 "General Practice - The Trainee Year - A guide to trainers and trainees" [BPMF]; "General Points of Examination Technique" and "Notes for Candidates [MRCGP] on oral, practice log  
*Item: Organised by T J Lee. new items on programme:- "Recognition and Management of Battering"*
- A CE H 44 - 4 29 March - 2 April 1976** **1975**  
**- 1975**  
Programme, section 63, delegates list, BMJ advert, application form  
*Item: 2 folders*  
*Organised by T J Lee. new items on programme:- "General Practice in the European Community" and Medical Records [E V Kuenssberg]; "Care of the Over 65's [M Rashid]; Developing Modern Obstetrics*
- A CE H 44 - 5 11-15 Oct 1976 & 23-27 May May 1977** **1976**  
**- 1977**  
Programme, section 63, feedback; delegates; diagram of local medical administration; form for developmental Paediatrics; MEQ's on upper respiratory infections, notes for candidates, partnership agreement  
*Item: Two folders*  
*Organised by T J Lee. new items on programme:- "General Practice in the European Community" and Medical Records [E V Kuenssberg]; "Care of the Over 65's [M Rashid]; Developing Modern Obstetrics*  
  
*May 1977 "The Future General Practitioner" [Paul Freeling]; "Learning and Teaching in General practice" [Douglas Price] " Treatment of Upper Respiratory Tract infections"[Terrence Lee]*

### **A CE H 45 Scope of General Practice Course, 1972 - 1976**

This course for trainees and new entrants to general practice (organised by the Headquarter Courses Sub Committee ACE H13, later Experimental Study Group ACE H43) was first run by J T Woodall in 1970 as an extended day release course over six months covering clinical, administrative and organisational topics the three sessions for each day were addressed by selected general practitioners, hospital doctors, community workers and administrators. It was later organised by John Stevens {of Aldeburgh}, Michael Arnold and Roger Hillman.

*N.B. See also*

*ACE H13 Headquarters Courses Subcommittee of the Education Committee*

*ACE H43 Experimental Courses Study Group Correspondence*

- A CE H 45 - 1 Sep 1972 - March 1973** **1972**  
**- 1973**  
section 63, practical arrangements, advert, overview of course  
1) Training i the 3rd year of the Ipswich scheme,  
2) Ipswich trainees study day programme - family life cycle,



doctor-patient relationship, project work, case work, journal club (research); problem solving, group practice, , the working wide, practice organisation, occupational health, medical records, health education, sickness absence, contraception, rehabilitation, menopause, sociologist's view of the organisation of medical care, finding a good practice, planning for patient needs, financing group practice

3) Organisation theory and behaviour [University of Adelaide]

4) The Twenty Minute Hour" - Guide to Brief Psychotherapy - Castelnuovo-Tedesco

5) "Methods and theory in the Study of Medical Inquiry" [manuscript]

6) Four case histories

7) The Doctor, his patient and the Illness [manuscript]

8) Religion and Medicine - speakers from major faiths and questions

9) All you want to know about skin in one handy lesson

10) Problem solving by decision making in general practice

11) [Legal/ethical ] problem examples

12) Dying and Bereavement - questions

13) The Sociology of Fertility

14) Dynamics of Leadership

15) Drugs and therapeutics indices

16) Battered Babies

17) Problem orientated records

*Item: Organised by John Stevens*

<b>A CE H 45 - 2</b>	<b>Oct 1973- March 1974</b> List of approved trainers and trainees, section 63, projects - clinical, problematical, organisational. Programme includes morning sessions: drugs and therapeutics, journal club (research); case reports Afternoon sessions: "Culture and Class in Medicine", "The Consultation"; "Epidemiology in General Practice"; "Management of Chronic Disease"; The Health Visitor - "Family and its Dynamics"; Normal Development 0-5 Years; "Contraception and its problems"	<b>1973 - 1974</b>
<b>A CE H 45 - 3</b>	<b>Oct 1974 - March 1975</b> Section 63; delegates lists; draft introduction to course contents and methodology [Michael Arnold]; Dynamics of leadership [John Stevens]; "Explanatory notes for the MRCGP Examination" [offprint from JRCGP 1972,22,596]; examples of MCQ's; weekly programme Oct-March, arrangement for speakers  Topics: perils of prescribing, communication in the doctor-patient relationship, legal issues; the College library, journal club, understanding the patient - the work of Balint, problem orientated records, finance, audit, assessment of respiratory diseases, microbiology and using the laboratory, the ill-tempered consolation; the probes of social services; health education, the six minute consultation; alcoholism, obstetrics and Gynaecology units, practical hematology, how people learn, marital breakdown, venerology, problems of weight loss and diet, common foot problems, night calls, the trainers/trainee relationship, urinary infections, bereavement, emotional disturbances in children, electrocardiography, tropical diseases, "The Future General	<b>1974 - 1975</b>

Practitioner", minor surgery, febrile convulsions, radial complications in carcinoma of the breast, gynecological examination and screen programmes, patient's recall of doctors advice, finding a practice, organisation of medical bureaucracy, technical aids in practice organisation computerisation, lower back pain, ENT and eye emergencies; hypertension, first aid in road accidents and bombing; screening the elderly, drugs and the elderly patient, osteopathy, homeopathy, reorganisation of the NHS, urinary tracts infections in children

**A CE H 45 - 4 Oct 1975- March 1976**

**1975  
- 1976**

Report of course, aims and achievements by Roger Hillman; list of speakers, advert, delegates, timetable, briefing letter to delegates - includes aims and goals, CV of Course Organiser, topic preparation, job definition of a GP, goals of vocational training, evaluation forms; patient opinion canvass form, role of doctors, role of patients, case discussion assessment form, "Home nurse"; "The Health Visitor"; "cardiovascular disease in general practice"; correspondence with Depressives Anonymous

Table of topics in Scope course covered  
consultations, human development, physical growth in children, development of speech, physiological/psychological relationships; behavioural development of a GP; treatment of sex problems in the surgery, doctor-patient relationship, games people play, transactional analysis; work of the police surgeon, communications, the sociologists view of Epidemiology, doctor induced diseases, relationship with other caring professions, cost-benefit in health promotion and disease prevention; health visitors, district nurses, viral studies, unspecified diseases, referral, infectious diseases, angry patients, use of ECG, attractive patients, immunization, psychotherapeutic approaches; patients with cancer, geriatric care, dying patients, the College, exam, value of a good records system, work of practice manager

report on Third "Ages of Man" course [March 1976]  
*Item: Course organised by Roger Hillman*

**A CE H 46 Teachers Course, 1972 - 1976**

This course under the egress of the Headquarter Courses subcommittee [ACE H13] later Experimental Courses Study Group ACE H43] was for trainers and would be trainers. It was one of a number of initiatives for the development of training ability of teachers- the others were London Teachers Workshop [ACE H16]; The Content of General Practice [ACE H47]. The Balint Group - Experimental Workshop for Course Leadership [ACE H48] set up in 1972 saw itself as providing training in leadership of task orientated interactive groups - the methods used in many of these and other College courses.

The Teachers Course was first run in 1968 and was inspired by courses being run in Liverpool and Manchester. The courses were run by Paul Freeling and Jack Norell. From 1972 onwards they were heavily influenced by "The Future General Practitioner" - participants were expected to be "Thoroughly familiar with its ideas". Programmes included designing a curriculum, use of MEQ's [modified essay questions]; filmed consultations and role play, discussions on teaching situations. Trainees acted as guinea pigs for the course.

Some of the London teachers Workshop members were involved in the teachers courses- [see

ACE H16]

*N.B. See also*

*ACE H13 Headquarters Courses Subcommittee of the Education Committee*

*ACE H43 Experimental Courses Study Group Correspondence*

*ACE H16 London Teachers Workshop*

- A CE H 46 - 1 18-22 June 1973** **1972**  
**- 1974**  
London Teachers Workshop draft proposed course outline [Dec 1972 Bill Styles, Jack Norell]; advert for course 18-22 June 1973; costing ; programme; reports on the course by ~James Carne, Bill Styles, Jack Norell, Dr Flesch;; objectives, pre course questionnaire; list of members of London Workshop taking part; delegates (and their experience); "the concept of the workshop"; offprint "A Teachers Workshop" - Marshall Marinker JRCGP 1972, 22, 551-559; questionnaire on courses organised by ?participants [RCGP Standing group on Teaching courses]  
*Item: Course organised by Jack Norell. Group leader James Carne and Bill Styles.*
- A CE H 46 - 2 30 September - 4th October 1974** **1974**  
**- 1974**  
Programme, report, delegates, practical arrangements, section 63 MCQ on objectives; orientation and behaviours scoring sheet; "terminating the general practice consultation"; MEQ Mr. and Mrs. K; MEQ II Clinical Challenge; MEQ John McD; task sheet; questionnaire on teaching and learning  
*Item: Course organised by Jack Norell. Group leader Bill Styles, Raymond King and Jack Henneman.*
- A CE H 46 - 3 21 April - 25 April 1975** **1975**  
**- 1975**  
Section 63; course report, feedback from delegates, observers and leaders; programme, delegates, objectives, teaching and learning questionnaire; group analysis grid; leader evaluation grid, evaluation form; tutorial evaluation form; paired comparison. practical instructions, advertisement; tasks; draft MEQ's. Reports of the groups "Setting objectives for the trainee"; "The Curriculum"; application forms includes some practice profiles.  
*Item: Course organised by Jack Norell. Group leaders John Woodall, James Carne, Colin J Leonard*  
*Recommended reading: Future General Practitioner and Learning to Care [Byrne and London 1973]*

### **A CE H 47 Content of General Practice Course, 1972 - 1974**

This course (organised by the Headquarter Courses Sub Committee ACE H13, later Experimental Study Group ACE H43) was first run by Paul Freeling and Marshall Marinker in March 1973 and was based upon the methodology espoused in "The Future General Practitioner - Learning and Teaching" (1972). It was a teaching course for doctors who were already trainers or running vocational training schemes and who had attended the College's teachers courses which had been running since 1968 [see ACE H46].

The aim of the course was to increase the knowledge and skills of the general practitioner teacher in five areas: health and diseases; human development, human behaviour, medicine and society and the practice.

*N.B. See also*

*ACE H13 Headquarters Courses Subcommittee of the Education Committee*

*ACE H43 Experimental Courses Study Group Correspondence*  
*ACE H16 London Teachers Workshop*  
*ACE H48 Experimental Workshop for Group Leadership*

**A CE H 47 - 1 July 1972 - Aug 1974** **1972**  
**- 1974**  
Introductory letter to potential attendees; delegates; list of doctors who attended teaching course in 1968-1972; pre course exercise, section 63; programmes, statement of objectives of the course; International classification of diseases, 8th revision, 1967; draft "A paired comparison inventory for general practice trainers"

Correspondence with Professor John Walker, John Day, Professor Brian Foss, Jack Kahn over their roles as group leaders during the March 1973 course and with Keith Pettingale, Marshall Marinker, John Walker, Peter Mayo and Conrad Harris for the April 1974 course. Correspondence with Dr Lorry Thomas (Brunel University) over a possible research project on meta language used in consultations as discussed on the course. Feedback comments .  
*Item: Course held 12-16th March 1973; 1-5 April 1974*

### **A CE H 48 Experimental Workshop for Group Leadership, 1972 - 1974**

This group from April 1972 (which was run under the egress of the Headquarters Sub-Committee and later the Experimental Study Group) was a Balint Society group which met at the RCGP. Enid Balint was its leader. Members were Dorothea Ball, James Carne, Max Clyne, Michael Courtenay, Paul Freeling, Cyril Gill, Mary Hare, Aaron Lask, T E Lear, Mary Lindsay, T F Main, Marshall Marinker, Jack Norell, A M Sandler, Jean Pasmore, Vera A Pettitt. Some members were GP's and others were psychoanalysts.

It saw it's role as part of the College initiatives in teaching trainers e.g. Teachers Courses [ACE H46]; London Teachers Workshop [ACE H16]; The Content of General Practice [ACE H47] by providing training in leadership of task orientated interactive groups - the methods used in many of these and other College courses as well as vocational training schemes and other Balint groups. It also provided speakers for the Balint sessions at the Early Years in General Practice Course [ACE H44]. Paul Freeling, Jack Norell and Marshall Marinker were heavily involved in organising Educational activities and courses for the College.

Minutes and correspondence

*N.B. See also*

*ACE H13 Headquarters Courses Subcommittee of the Education Committee*  
*ACE H43 Experimental Courses Study Group Correspondence*

**A CE H 48 - 1 Correspondence and report** **1973**  
**- 1976**  
Minutes of meeting 20 June, 28 Nov 1973  
Applications for section 63 funding includes aims and ethos of the group, members, progress, attendance at meeting in 1974; transcript of seminar at Hackney Hospital Vocational Training Scheme -17 December 1974 [lead by Jack Norell]

### **A CE H 49 Communication and Language in General Practice Course, 1975 - 1975**

This Course was run by Bernice Tanner for the Experimental Courses Study Group [ACE H43] jointly as convenor of the Education Committee of the North and West London Faculty [AFH C] in November 1975. She was also a members of the Balint influenced London Teachers Workshop [ACE H16].

This two day event was aimed at trainers and teachers of general practice, Paediatricians,

psychiatrists and allied professions. Speakers included Pat Byrne, Professor Crystal [University of Reading]; John Maddox; Professor R H Robins, Anthony Ambrose, Natalie Waterson, Joan Reynell, Anthony Buffery, Dr Blurton Jones, Patrick Pietroni, Paul Freeling, E Q Grant, Conrad Harris. George Steiner was originally intended to be one of the key note speakers

Bernice Tanner Edited a book as a result of this course "Language and Communication in General Practice" Hodder and Staughton (1976)

*N.B. See also*

*ACE H13 Headquarters Courses Subcommittee of the Education Committee*

*ACE H43 Experimental Courses Study Group Correspondence*

- A CE H 49 - 1    27-28 Nov 1975** **1975**  
**- 1976**
- Chapter heading for book; draft agenda; lists of nursing officers; leaflet on training health visitors; section 63; ; bulletin of the British Psychological Society Vol 28 August 1975; advertising; attendance sheet; flyer; correspondence re publication
- Abstracts and transcripts
- "Non Verbal communication in the mentally ill" [Ewan C Grant]; "Mans Language and Mans Life"; transcript of Professor Byrne's speech; Summary of "Language Development in Children" [Natalie Waterson]; "scheme for observing language development in the surgery" [Sam Vakil]
- Item: Course was held at Royal College of Obstetricians and Gynecologists*

### **A CE H 50 Conference in the Doctor Patient Relationship, 1977 - 1977**

Organised by John Stevens of Aldeburgh, funded by King's Fund, held 6 December 1977.

Dr Stevens ran a pioneering VTS scheme in Ipswich, was a member of the Vocational Training Committee and organised the "The Scope of General Practice Course for Trainees and New Entrants in General Practice" in 1972. He had a Nuffield Travelling Fellowship in 1969 and was a Mackenzie lecturer in 1973. He was an advocate of the use of behavioural science for understanding general practice.

*N.B. See also*

*ACE H13 Headquarters Courses Subcommittee of the Education Committee*

*ACE H43 Experimental Courses Study Group Correspondence*

- A CE H 50 - 1    Communication between Patients, Patient Associations and General Practice 6-7 December 1977** **1977**  
**- 1977**
- Programme, practical arrangements, case questions,
- Item: Organised by John Stevens. Held at Princes Gate and Kings Fund.*
- Day 1 chaired by John Woodall [Chairman Experimental Courses Group]; Day 2 chaired by Jack Norell [Dean of Studies]*
- See ACE H36 King's Fund*
- Dean of Studies*
- ACE H43 Experimental Courses Group*

### **A CE H 51 Advanced Course in General Practice, 1971 - 1977**

This Course ran between 1971 and 1977. It was an intensive course of 20 sessions originally over two weeks designed for principals who had not had vocational training to analyse their current methods of training, stimulation of different learning methods, experience in clinical methodology and to act as preparation for the MRCGP exam. It was first held in March 1972. In 1975 it was decided to divide the course into two sessions - with a time period between - the first sessions were to identify weaknesses of attendees and the second to remedy them.

*N.B. See also*

- A CE H 51 - 1 First Advanced Course in General Practice 13-24 March 1972** **1971**  
**- 1972**
- Minutes of meetings to organise the first course (John Fry, Paul Freeling, T White, Paul Grob, Eric Gambrill and Douglas Price) Oct-Dec 1971 held in Fry's surgery; proposed course objectives, organisation, learning methods; correspondence with speakers [Jimmy Knox, Douglas Price]; army attendees" attendance lists with addresses and number of years in practice; draft and final programme; report [and draft] on course [by Price]; examinations scores; advert; briefing for speakers; arrangements for a second course later the same year; section 63 approval; feedback scores and comments; list of examination passes November 1972
- Copy of "Infectious Mononucleosis and its relationship to EB Virus Antibody" [BMJ 1971]  
Copy of MRCGP Part C Written papers 7 November 1970  
Prescription writing exercise  
MEQ questions  
Log diary  
*Item: Douglas Price was Course Tutor, there were 37 applicants and 21 attendees*
- ACE H13 Headquarters Courses Sub Committee*
- A CE H 51 - 2 Second Advanced Course in General Practice 19-30 March 1973** **1972**  
**- 1973**
- Summary of comments on the report on the first course March 1972 [see ACE H51-1]; draft advert; log diary and instructions; section 63 application; attendees; correspondence with W A Paddon concerning giving a talk about his work in Labrador, Canada; list of speakers; briefing for speakers; report on Course by Price; programme includes special session on epilepsy [arising from conference on the Reid report]; feedback and comment sheets
- Medical Recording Service Foundation Newsletter March 1973  
MEQ questions typescript  
MEQ Questions paper May 1970  
TEQ paper typescripts  
Part C paper written papers 7 Nov 1970  
Nursing procedures in the treatment room  
Drug interactions as a source of adverse effects  
*Item: Douglas Price was Course Tutor, there were 96 applicants and 30 attendees [22 NHS; 6 armed services; 1 private]*
- ACE H13 Headquarters Courses Sub Committee*
- A CE H 51 - 3 Third Advanced Course in General Practice 18-29 March 1974** **1973**  
**- 1974**
- Advert [draft and final]; application form, attendees and number of years in practice; section 63 application; reading lists; feedback form; copy of programme of weekend course on MRCGP run by Christopher Elliot Binns in Northampton; programme of MRCGP course held at Warwickshire Postgraduate Centre; letter from Price to College tutors about attendance at MRCGP courses [including the advanced course]
- Questions "Geriatrics in general practice"; "contraceptives in

general practice"; log diary; MEQ; sample TEQ questions  
*Item: Douglas Price and R Catlin Course Tutors, there were 28 attendees*  
*open to established GP's 5-12 years experience*  
*ACE H13 Headquarters Courses Sub Committee*

**A CE H 51 - 4 Fourth Advanced Course in General Practice 18-29 March 1974; 7-18th October 1974** **1973 - 1974**

Section 63 application; feedback from course attendant on subsequently taking the exam; programme; course objectives, evaluation form, MEQ questions, "Orals -general points of examination technique"; "Practice Organisation and Management"; participants, adverts, application form

"Drugs Most Commonly Use at St Christopher Hospice"  
"Quality in General Practice" The Lancet 26 August 1972  
"The Problem Orientated medical record in general practice" Tait, Stevens [JRCGP 1973, 23, 311]  
"Medical Audit in North American" Ian R McWhinney [BMJ 29 April 1972]  
"Urinary Tract Diseases" B Moore Smith [BMJ 29 Sep 1973  
"Care of the Elderly in General Practice" Charles Hodes[BMJ 6 October 1973]  
"Treatment of the "Irremediable" Elderly Patient Bernard Isaac [BMJ 8 Sep 1973]

*Item: R Catlin Course Tutors, there were 23 attendees [October]*  
*open to established GP's 5-12 years experience*  
*ACE H13 Headquarters Courses Sub Committee*

**A CE H 51 - 5 Fifth Advanced Course in General Practice 28 April - 2 May 1975; 30 June-4th July 1975** **1975 - 1975**

Report, advert, application form, practice log, programme, participants; section 63; prescription writing exercise; definition of 'good general practice'; "The asthmatic child"; "the catarrhal child"; diabetes in childhood"; "the underweight child with loose stools"; "febrile convulsions and epilepsy"; "epilepsy"; "Enuresis"; "geriatrics in general practice"; "diagnosis of jaundice"; "Urinary tract diseases" [BMJ 29 Sep 1973]; "Cardiovascular Disease in the Old [BMJ 22 September 1973]; "Care of the Elderly in General Practice" Charles Hodes[BMJ 6 October 1973]; "Treatment of the "Irremediable" Elderly Patient Bernard Isaac [BMJ 8 Sep 1973]; "Drug Interventions as a source of adverse effects" D R Laurence [Rheum. Phys. Med. 1972, 11 428]; MCQ test papers; MEQ test paper; course evaluation form; "Structural criteria of medical care" [Abstract for meeting for Society of Social Medicine and Royal College of General Practitioners 2 May 1975] - "Clinical Auditing"

*Item: This course was run in two parts with 6 weeks between - the first sessions identifying gaps in knowledge to be remedied in the session sessions.*

*R Catlin Course Tutor*  
*open to established GP's 5-12 years experience*  
*ACE Experimental courses*

**A CE H 51 - 6 Sixth Advanced Course in General Practice 11-14th November 1976 - 14-18 March 1977** **1976 - 1977**

Report, advert, programme, participants; speakers, evaluation

forms; learning needs after part I; provisional plan for part II; outline of methods of learning; Section 63 forms; course evaluation report; post course questionnaire of changes made subsequently to work and practice

Course material:

chart of log diary visits per 1000 patients per week; prescribing problems; reading list; prescribing problems; summary of attendees "Socio-legal problems; part II questions"; clinical management questions; MEQ's [modified essay questions]; examples of written papers 1971-1975; "The Health Visitor" [paper originally written by J Whewell revised by G Flack of Council for Training and Education of Health Visitors]; "The Social Worker" [Len Ratoff]; "The Clinical Records in British General Practice" I G Tait [BMJ 10 Sep 1977]; scripts for video on doctor-patient relationship [I D Kerr]; "Clinical Aspects of Immunology"; "Nursing Procedures in the Treatment Room"; "What should the doctor carry in his case"; Practice Organisation Committee questionnaire about premises, equipment and systems; MCQ questions; "Intervention strategies in counseling, interviewing and tutoring"; "Therapeutics problems"; "General Practice Records - The Aldeburgh System - A descriptive Handbook with Examples" Ian Tait 1977

North East Thames Regional Health Authority booklet on courses 1975-6; facilities at Oaklea

British Postgraduate Medical Federation "General Practice - The Trainee Year - A guide to Trainers and Trainees"

*Item: This course was run in two parts - the first part was residential and held in Oaklea [North East Thames Regional Health Authority training centre, Buckhurst Hill, Essex] and the second at Princes Gate*

*Douglas Price Course Tutor*

*open to established GP's 5-12 years experience*

*ACE Experimental courses*

### **A CE H 52 Practice Management in General Practice Courses, 1971 - 1973**

The courses were run as part of the continuing education programme for GPs.

This series contains correspondence, course details and reports concerning a practice administrators' course (1971) and practice management courses for NHS reorganisation (1973).

- A CE H 52 - 1** Course details, correspondence and reports concerning a proposed joint study with Department of Health and Social Security on the role of lay and paramedical staff in relation to practice organisation and patient management, a practice administrators' course in November 1971, and general medical services training courses for NHS reorganisation in April/May 1973. Also includes biographical notes of course members, and draft proposal for a study to assess quality of care in NHS health centres and group practices.
- 25 Mar 1971**  
**- 26 Mar 1973**

### **A CE H 53 Health Centre Entrants Course, 1971 - 1975**

As part of the continuing education programme for GPs, the courses were aimed at principals in general practice and those who were expected to enter health centres within two or three years. The object of the courses was to highlight problems and opportunities which the move to health centres presented.



This series contains correspondence, course programmes, lists of participants and reports concerning arrangements for Health Centre Entrants Courses, Health Centre Study Days and Educational Needs of Health Centre Entrants Courses.

- A CE H 53 - 1 Health Centre Entrants Course** **23 Mar 1971**  
**- 17 Apr 1973**  
Course details and correspondence concerning arrangements for the Health Centre Entrants Course on 16/17 February 1973. Also includes a list of health centres in England and Wales as at June 1972.
- A CE H 53 - 2 Health Centre Study Day** **8 Mar 1972**  
**- 28 Dec 1972**  
Course details, applications, programme and correspondence concerning arrangements for the Health Centre Study Day on 19 May 1972.
- A CE H 53 - 3 Health Centre Study Day** **6 Apr 1973**  
**- 21 Aug 1973**  
Course details, applications, programme and correspondence concerning arrangements for the Health Centre Study Day on 14 June 1973. Also includes report on the study day and list of attendees.
- A CE H 53 - 4 Health Centre Entrants Course/Educational Needs of Health Centre Entrants Course** **2 Aug 1973**  
**- 1 July 1975**  
Course details, draft programme, application forms and correspondence concerning arrangements for Health Centre Entrants courses on 16/17 February 1973, 16/17 November 1973 and 22/23 February 1974 as well as Educational Needs of Health Centre Entrants courses on 27-29 June 1974 and 2-4 January 1975. Includes letters to course participants regarding the cancellation of courses on 27-29 June 1974 and 2-4 January 1975; and summary of planning decisions for 1973 courses.

### **A CE H 54 *Ages of Man Course, 1973 - 1976***

As part of the continuing education programme for GPs, this one week intensive refresher course is aimed at general practitioners principals to study aspects of preventive medicine, health education, early diagnosis and management of the patient at different ages in general practice; and to consider practice organisation and interaction with other professionals.

This series contains reports, course programmes, reading lists, lists of participants and speakers, and correspondence concerning the organisation of 'Ages of Man' courses between 1974 and 1976.

- A CE H 54 - 1 Ages of Man I - The Child 0-5 Years** **Feb 1973**  
**- 14 Mar 1974**  
Papers, reports, minutes of meetings and correspondence concerning the organisation of the course held on 5 February to 1 March 1974. Includes list of speakers and participants, evaluation form, programme and report on course held in February 1973.
- A CE H 54 - 2 Ages of Man II - Childhood and Adolescence (6-18 Years)** **1 Apr 1974**  
**- 4 Aug 1975**  
Papers, reports, minutes of meetings and correspondence concerning the organisation of the course held on 10-14 March 1975. Includes list of speakers and participants, programme, reading list and evaluation forms.
- A CE H 54 - 3 Ages of Man III - The Years of Struggle (19-35 Years)** **6 Jan 1976**  
**- 5 Aug 1976**  
Papers, reports, minutes of meetings and correspondence

concerning the organisation of the course held on 15-19 March 1976. Includes list of speakers and participants, programme, reading list, applications and evaluation forms.

### **A CE H 55 *Joint Study Day of London Marriage Guidance Council and RCGP, 1973 - 1973***

As part of the continuing education programme for GPs, the joint study days aimed to explore ways of increasing cooperation between general practitioners and marriage counsellors, and to investigate the GP's ability to help in the marital problems of patients. The course participants comprised general practitioners and marriage counsellors.

This series contains programme, lists of participants and correspondence concerning the organisation of joint study days.

**A CE H 55 - 1** Programme, lists of participants and correspondence concerning the organisation of joint study days on 22 February and 28 November 1973. **22 Feb 1973  
- 24 Oct 1973**

### **A CE H 56 *Joint Study Day of the Geriatrician and the General Practitioner, 1974 - 1975***

As part of the continuing education programme for GPs, the joint study day aimed to examine problems shared by GPs, geriatric physicians and the health and social services in the care of the aged sick.

This series contains programme, report, lists of participants and correspondence concerning the organisation of the joint study day.

**A CE H 56 - 1** Programme, lists of participants, report and correspondence concerning the organisation of a joint study day on 22 January 1975. **12 July 1974  
- 11 Mar 1975**

### **A CE H 57 *Joint Study Day 'On Dying Well', 1974 - 1977***

As part of the continuing education programme for GPs, the joint study day aimed to examine doctors' attitudes and responsibilities to the dying patient. It was held in conjunction with the King Edward's Hospital Fund for London.

This series contains programme, report, questionnaires, lists of participants and correspondence concerning the organisation of the joint study day.

*N.B. See also O12 Palliative Care, O11 Care of the Elderly*

**A CE H 57 - 1** Programme, lists of participants, report and correspondence concerning the organisation of a joint study day on 8 October 1975. Also includes questionnaires on attitudes to the care of the dying patient. **6 Nov 1974  
- 17 Oct 1977**

### **A CE H 58 *Joint Clinical Auditing Seminar of Society of Social Medicine and RCGP, 1975 - 1975***

As part of the continuing education programme for GPs, the seminar aimed to examine the implications of applying a system of operational and clinical auditing in general practice.

This series contains programme, papers, lists of participants and correspondence concerning the organisation of the seminar.

**A CE H 58 - 1** Lists of participants, papers, programme and correspondence concerning the organisation of a joint seminar on 2 May 1975. **21 Feb 1975  
- 25 July 1975**

### **A CE H 59 Armed Forces Subcommittee minutes, 29 September 1971 - 6 September 1972**

Minutes of meetings of Armed Forces Subcommittee.

*N.B. See also ACE N14 Ministry of Defence*

**A CE H 59 - 1** Minutes of meetings of Armed Forces Subcommittee, including report to Education Committee. **29 September 1971 - 6 September 1972**  
*N.B. See ACE B5-15 for minutes of first meeting [21 September 1966].*

**A CE H 59 - 2 Correspondence** **1972 - 1985**  
Correspondence including approved practices and trainers, visits, report on RAF Station Cyprus; RAF Bruggen & Brunssum; UK Support Unit, H.Q. AFCENT Maastricht and Liege; RAF Marham; RAF Lyneham; College representative on Committee; promoting membership and college examination to serving officers; approval board; Gibraltar;  
  
Minutes 14 September 1983 [Chaired by J A R Lawson, college rep J C Hasler]  
*N.B. See ACE B5-15 for minutes of first meeting [21 September 1966].*

### **A CE H 60 General Medical Services Committee (GMSC) Education and Audit Sub-Committee, 1985 - 1995**

The Education and Audit Sub-Committee is a sub-committee of GMSC of the British Medical Association (BMA) specialising in training and education issues. It is linked to GMSC?RCGP Liaison Committee. GMSC became GPC [General Practitioners Committee] in 1999.

This series contains minutes of meetings, agendas, papers, reports, and accompanying memoranda and correspondence.

**A CE H 60 - 1** Agendas, minutes and supporting papers of the Sub-Committee. **29 Aug 1985 - 14 Aug 1995**  
Subjects discussed include NHS Executive paper on specialist medical training (1995), future management of postgraduate medical and dental education (1995), draft policy on education and training (1995), drafting of a GMSC/RCGP Concordat (1990), child health surveillance and minor surgery lists (1990), cardio-pulmonary resuscitation (1990), training in the use of confidential records (1985) and trainees' study leave (1985). Also includes a report of Medical Audit Working Group of BMA (1992), and correspondence and memoranda concerning the submission of papers and arrangements for meetings.  
*Item: See also records of GMSC (A CE N50), BMA (A CE N 3) and GMSC/RCGP Liaison Group (A CE N 19).*

### **A CE H 61 Royal College of Obstetricians and Gynaecologists - Joint Statement on Vocational Training, 1981 - 1993**

This series contains papers, minutes and correspondence relating to the drafting of a joint statement with Royal College of Obstetricians and Gynaecologists on vocational training in obstetrics and gynaecology for GPs.

*N.B. See also A CE N 21 for Royal College of Obstetricians and Gynaecologists (1970-1995) papers.*

**A CE H 61 - 1 Joint Statement on Vocational Training - Obstetrics and Gynaecology** **1981 - 20 Dec 1991**  
Correspondence, memoranda, agendas and minutes of working

party meetings, reports and papers concerning the drafting of a joint statement with Royal College of Obstetricians and Gynaecologists on vocational training in obstetrics and gynaecology for GPs including details of hospital visiting, content and organisation of training, emphasis on gynaecological training, availability of SHO jobs and family planning training. Also includes a report relating to the GP Maternity Unit at John Radcliffe Hospital, Headington, Oxford (1989), report on training for obstetrics and gynaecology (1981) and various revised copies of draft statements (1990-1991).

**A CE H 61 - 2    Joint Statement on Vocational Training - Family Planning** **11 July 1990**  
**- 1 July 1991**  
Papers, reports and correspondence concerning the drafting of a joint statement with Royal College of Obstetricians and Gynaecologists on vocational training in family planning. A statement was submitted to Council on 14 September 1991 as an appendix to the joint statement on obstetrics and gynaecology.

**A CE H 61 - 3    Joint Statement on Vocational Training - Obstetrics and Gynaecology** **17 Jan 1991**  
**- 31 Mar 1993**  
Papers, reports and correspondence concerning the drafting of a joint statement with Royal College of Obstetricians and Gynaecologists on vocational training in obstetrics and gynaecology for GPs. Includes copies of statements of December 1991 and February 1992.

### **A CE H 62 *Continuing Learning in Practice Project (CLIPP) and Clinical Assessment for Systematic Education (CASE), 1981 - 1993***

In 1985, the Scottish Council launched a distance learning project Continuing Learning in Practice Project (CLIPP) together with Clinical Assessment for Systematic Education (CASE). The aim of the CLIPP initiative is to improve standards of patient care. CASE is a programme within CLIPP designed to provide GPs with a continuing programme of education and opportunities for self-assessment. It consists of series that cover the principal clinical areas of general practice in a systematic way.

This series contains papers, agreements, reports, memoranda, minutes of CLIPP Management Steering Committee and Board meetings and correspondence concerning the development and design of CLIPP and CASE. Includes details of agreement between RCGP and University of Dundee on commissioning of feasibility study, sponsorship by Glaxo Pharmaceuticals Limited for an experimental programme of continuing education, evaluation of CASE programme, development of CLIPP time management programme book, launch of CLIPP, and the future of CLIPP and CASE programmes.

**A CE H 62 - 1**    Correspondence, memoranda, minutes CASE Advisory Group and CLIPP Management Programme Board meetings, agendas and reports concerning the development and design of CLIPP and CASE. Includes details of the programme, arrangements for meetings, drafting of contract for provision of a grant to the College by Glaxo Pharmaceuticals Limited to commission an experimental programme of continuing education, estimates for Glaxo/RCGP check programme, production of experimental programme by Centre for Medical Education of the University of Dundee, and evaluation of CASE programme. Includes draft agreements between RCGP and University of Dundee regarding the commissioning of a pilot project and feasibility study for a distance learning programme for management training for GPs; **23 Nov 1981**  
**- 24 Dec 1985**

and list of CLIPP Board members. Also includes CASE booklets on paediatric problems (series 1 number 1, draft) and on the care of the terminally ill (series 1 number 2).

- A CE H 62 - 2** Correspondence, memoranda, reports, agenda and minutes of CLIPP Board and Management meetings (20 March 1986, 15 February 1986). Includes details of evaluation of CASE programme; progress reports on the feasibility study for an open learning course on management in general practice; list of names of principals and practice managers participating in management literature pilot scheme; and agreement between RCGP and University of Dundee on commissioning of feasibility study. Also includes CASE booklets on chest problems (series 1 number 3), psychiatry (series 1 number 12) and malignant melanoma (series 1 number 12). **18 Feb 1986  
- 3 Apr 1986**
- A CE H 62 - 3** Correspondence, memoranda, reports, agenda and minutes of CLIPP Management Programme Board meeting (12 June 1986, 11 October 1986) and CASE Programme Board meeting (13 September 1986). Includes details of financial projections, proposal for short-term funding to support continuation of the CASE; progress reports on the feasibility study for an open learning course on management in general practice; questionnaires to be filled in before/after the pilot unit; background paper on time management pilot unit; draft copy of CASE booklet on family planning (series 1 number 13); and interim report on CLIPP management project. **8 Apr 1986  
- 24 Dec 1986**
- A CE H 62 - 4** Correspondence, memoranda, reports, agenda and minutes of CLIPP Management Programme Board meeting (17 January 1987, 25 April 1987, 17 July 1987, 10 October 1987, 28 November 1987). Includes details of advertising of the CLIPP management programme, drafting of agreement between RCGP and Imperial Chemical Industries plc regarding sponsorship for the learning programme and general comments on the CASE programme. Also includes a copy of 'If only I had the time! - An introduction to better management in general practice'. **17 Jan 1987  
- 1 Dec 1987**
- A CE H 62 - 5** Correspondence, memoranda, reports, agenda and minutes of CLIPP Management Steering Committee and Board meetings (6 February 1988, 3 June 1988, 23 July 1988, 10 December 1988). Includes details of the development of CLIPP time management programme book, CASE evaluation; and copy of signed agreement with Imperial Chemical Industries plc. **1 Feb 1988  
- 30 Dec 1988**
- A CE H 62 - 6** Correspondence, memoranda, reports, agenda and minutes of CLIPP Management Steering Grouping (18 February 1989). Includes details of CLIPP launch, press invitation for launch, design of covers/leaflets and marketing plan, publicity and distribution. Also includes final manuscript of management programme and expenditure statements. **9 Jan 1989  
- 20 Sep 1989**
- A CE H 62 - 7** Correspondence, memoranda, reports, agenda and minutes of CLIPP Management Steering Grouping (28 October 1989). Includes details of preparations for the CLIPP press launch, and the future of CLIPP and CASE programmes. Also includes newsletters (July and December 1990) by Centre for Medical **Aug 1989  
- 7 Dec 1990**

Education of University of Dundee and report of GPs' experiences of the CASE programme of RCGP entitled 'Distance learning and the continuing education of GPs' (March 1990).

- A CE H 62 - 8** Correspondence, memoranda, and reports. Includes details of translation of CASE series into Russian, and discussions regarding funding to continue the distance learning project at Dundee University. **18 Jan 1991  
- 23 Feb 1993**

**A CE H 63 Higher Medical Education Correspondence, 1987 - 1993**

This series contains correspondence, papers, memoranda and reports concerning accreditation in higher professional training, development of an educational policy of the College, higher professional education courses in the UK, and portfolio-based learning.

*N.B. See also A CE H 8 Continuing Medical Education Correspondence and Continuing Education Subcommittee Minutes, 1971 - 1993; A CE H 67 Education at District Level, 1974 - 1987*

- A CE H 63 - 1 Higher Professional Training - General** **12 May 1987  
- 27 Jan 1992**  
Correspondence, memoranda and reports concerning assessment and accreditation in higher professional training, review of activities in 1991, development of an educational policy of the College, portfolio-based learning, University of Hull research project, and provision of courses at various universities. Includes reports to Council on higher professional training; report on an evaluation of Oxford University & Region postgraduate medical education for general practice courses (1989); paper on higher professional education courses in the UK (1990); and report on the North and West London Faculty higher professional education course for young principals 1987/1988.

- A CE H 63 - 2 Higher Professional Training - General** **3 Feb 1992  
- 27 Sep 1993**  
Correspondence, memoranda and reports concerning the drafting of an occasional paper on portfolio-based learning, principles of adult learning, informal professional learning, and the role of the mentor/education facilitator. Includes final report to Council on higher professional education 1990-1992; 4th draft by Higher Professional Education Working Group on portfolio-based learning (1992); and report on Credit Accumulation and Transfer System Conference - The framework for Continuing Professional Education for Nurses, Midwives and Health Visitors (October 1991).

**A CE H 64 Department of Health and Social Security: Medical Education in the NHS, 1980 - 1981**

This series contains correspondence and papers concerning a consultation on medical teaching in the NHS.

*N.B. See also A CE N 2 Department of Health and Social Security, 1948 - 1980.*

- A CE H 64 - 1** Correspondence and papers concerning a consultation on medical teaching in the NHS, including details of the College's response. **19 Nov 1980  
- 5 Jan 1981**

**A CE H 65 Research into Educational Problems, 1972 - 1973**

The Schools Council funded a curriculum research and development project concerned with the health education of pupils between 5 and 13, with the aim to develop teaching material.

This series contains correspondence and papers concerning the Schools Council project, and papers by Education Committee and University of Manchester Department of General Practice

on research into educational problems (1972).

- A CE H 65 - 1** Correspondence and reports concerning the Schools Council project, and papers by Education Committee and University of Manchester Department of General Practice on research into educational problems (1972). **1 June 1972  
- 11 Oct 1973**

**A CE H 66 *Educational Strategy for General Practice for the 1990s, 1987 - 1990***

This series contains correspondence and memoranda concerning the development of an educational strategy for the 1990s, including draft and final reports.

*N.B. See also A CE H 3 Education Committee correspondences, 1953 - 1992.*

- A CE H 66 - 1** Memoranda, correspondence and reports concerning the development of an educational strategy for the 1990s including details of comments from faculties and Patients Liaison Group. Includes draft versions (September 1987, March 1989, December 1989) and final educational strategy document (January 1990); report by General Medical Council Education Committee on the teaching of behavioural sciences, community medicine and general practice in basic medical education (1987); and an academic plan for general practice (1989). **13 Sep 1987  
- 30 Nov 1990**

**A CE H 67 *Education at District Level, 1974 - 1987***

This series contains memoranda, minutes of meetings, correspondence, and draft and final reports concerning the development of a strategy for general practitioner education at district level, higher training for young principals, and provision of MSc courses.

*N.B. See also: A CE H 8 Continuing Medical Education Correspondence and Continuing Education Subcommittee Minutes; A CE H 63 Higher Medical Education Correspondence.*

- A CE H 67 - 1** Memoranda, correspondence, and draft and final reports concerning general practitioner education at district level including details of continuing medical education for principals and learning needs of established general practitioners. Also includes minutes and agenda of Regional and Associate Advisers in General Practice in England and Wales meeting (6 November 1986); paper presented at the Fourth Patrick Byrne Memorial Lecture by John C Hasler (21 May 1986); report on continuing education for general practice in the Oxford region 1986 and after (1986); addendum to strategies for the eighties in continuing medical education by General Practice Subcommittee (16 April 1986); report on priorities for general practice postgraduate education in East Anglia 1985-1994 (1985); and report entitled 'Education and the future role of general practitioners' (1985). **Dec 1974  
- 10 Sep 1987**
- A CE H 67 - 2** Memoranda, correspondence and reports concerning higher vocational training and provision of MSc courses, including details of higher training needs of young principals, proposal for an experimental higher training course at Oxford Medical School, course in legal aspects of medical practice at University College Cardiff, and details of a weekend seminar on continuing education for GPs (March 1985). Also includes report on the first RCGP Trainee Conference and extract from survey of GP tutors and GP continuing medical education organisers in England and Wales (1986). **3 Dec 1985  
- 11 Dec 1986**

**A CE H 68 *Council for Postgraduate Medical Education in England and Wales, 1984 - 1987***

The Council for Postgraduate Medical Education in England and Wales (CPME) became the

Advisory Commission on Postgraduate Medical Education in March 1988 or Standing Committee on Postgraduate Medical Education (SCOPME). This was itself disbanded in 1999.

This series contains memoranda, minutes of meetings, supporting papers and correspondence concerning activities of the Council and its Subcommittees such as Advisory Committee of Deans, Advisory Committee on General Practice, Dental Committee, Chairmen and Secretaries of Councils for Postgraduate Medical Education, Education Liaison Group, and Advisory Committee of Dean's Working Party on Educational Problems of SHO'S.

- A CE H 68 - 1** Memoranda, reports, supporting papers, minutes of meetings and correspondence concerning activities of the Council such as preparation of a response to the proposed replacement of the Council with the Advisory Commission on Postgraduate Medical Education, government support to Colleges and higher training committees 1988/1989, proposal for a district medical educational structure, the role of doctors in the management of the NHS, College representation on Council, training of specialists, proposals for a second non-mandatory year of general clinical training, and the role of GP continuing education organisers. Also includes reports of Advisory Committee of Deans, Advisory Committee on General Practice, Dental Committee, Chairmen and Secretaries of Councils for Postgraduate Medical Education, Education Liaison Group, and Advisory Committee of Dean's Working Party on Educational Problems of SHOS. **24 Feb 1984  
- 16 Dec 1987**

**A CE H 69 *Diploma in Community Child Health (DCCH), 1981 - 1990***

This series contains memoranda, agreements, reports and correspondence relating to a Diploma in Community Child Health and acceptance of examination for accreditation.

*N.B. See also: A CE O 13 Paediatrics; A CE N 6 British Paediatric Association (BPA).*

- A CE H 69 - 1** Memoranda, reports and correspondence relating to a Diploma in Community Child Health including details of acceptance of examination for accreditation, examiners, finance, publicity and a proposed video on child health surveillance. Also includes copies of draft and final agreement between Royal College of Physicians of Edinburgh, RCGP and Faculty of Community Medicine of Royal Colleges of Physicians of the UK regarding the Diploma. *Item: See also ACE N 56 Royal College of Physicians - Faculty of Public Health Medicine, 1972 - 1994* **27 Nov 1981  
- 14 Dec 1990**