

degree than that appropriate to those in the clerical grade and recommends that this support should be supplied by personal secretaries in the Higher Clerical Officer grade.

REFERENCES

- Memorandum on 'Norms' for Medical Staffing of a Psychiatric Service (Mental Illness Only) for a Population of 200,000. *British Journal of Psychiatry*, Supplement, *News and Notes*, October 1973, 5.
- 'Norms' for Medical Staffing of Psychiatry Services: 2. Mental Handicap: 3. Child Psychiatry. *Ibid.*, December 1973, 2.
- 'Norms' for Medical Staffing of a Forensic Psychiatry Service within the National Health Service in England and Wales. *Ibid.*, June 1975, 5.
- 'Norms' for Medical Staffing of a Psychogeriatric Service for a Population of 200,000. *Ibid.*, July 1975, 3.
- 'Norms' for Medical Staffing of a Psychotherapy Service for a Population of 200,000. *Ibid.*, October 1975, 4.
- Memorandum on Manpower Requirements for Psychiatrists Specializing in Alcoholism and Drug Dependence. *Ibid.*, April 1976, 5.
- Report of the Working Party on Non-Consultant (Non-Training) Grades in Psychiatry. *The Bulletin of the Royal College of Psychiatrists*, October 1977, 4.
- Providing a District Service for General Psychiatry, its Special Interests and Related Specialties: Medical Manpower Priorities. *Ibid.*, December 1977, 5.
- Medical Manpower Requirements of Teaching Hospitals (Adult Psychiatry): 1. The College Document; 2. Report to the Working Party by Gerald Russell, Kenneth Granville-Grossman and Sydney Brandon. *Ibid.*, December 1978, 201.
- Report on Non-Consultant Medical Staffing Needs: Adult Mental Illness. *Ibid.*, June 1980, 95.

College Recognition of Psychiatric Tutors

A scheme for granting Psychiatric Tutors, Specialty Tutors and Course Organizers formal recognition was introduced in 1977 for a trial period to allow the criteria for recognition and the application form to be tested. Both the criteria and the application form have been modified as a result of the trial period and have now been approved by Council. The criteria are printed below.

A list of College Recognized tutors and course organizers is held at the College and copies may be obtained on request to Jane Boyce, Education Department. It is appreciated that members of the College may not wish to have a complete list, and separate lists of recognized tutors in the College's various Divisions can be supplied.

Some tutors may not have applied for College Recognition so far, and they are now invited to do so. Application forms will be sent on request to Jane Boyce. Tutors who have already been recognized by the College do not need to re-apply.

THOMAS BEWLEY
Dean

Council has approved a scheme for granting formal recognition to individuals appointed as Psychiatric Tutors, Specialty Tutors and Organizers in the field of postgraduate education. The College is not concerned with the creation of such posts or the appointment of individuals to them, but wishes to make their position more formal by providing criteria for their recognition and establishing standards by which they are chosen, and doing this in a way which it is hoped will be acceptable to and welcomed by Universities, Postgraduate Councils and other bodies.

Principles

- The following definitions will apply for the purposes of Recognition:
 - Psychiatric Tutor:**
An individual identified in his hospital or group of hospitals as the person responsible for postgraduate psychiatric training and education and who is in regular weekly contact with his trainees.
 - Psychiatric Tutor (Specialty):**
A psychiatrist practising in the fields of child and adolescent psychiatry, psychotherapy, forensic psychiatry, mental handicap, psychogeriatrics or the dependencies (drugs/alcohol) who is regarded in a region as a tutor in that specialty.
 - Psychiatric Tutor (Course Organizer):**
A psychiatrist usually (but not necessarily) holding an appointment as senior lecturer in a University department who has the task of organizing day release courses and similar teaching activities.
- Care will be taken to ensure that the process of College Recognition does not damage existing arrangements where these are satisfactory. The criteria will be applied flexibly to allow for variations between regions in the organization of postgraduate education.
- College Recognition is intended to strengthen the tutor's position and thereby benefit the trainees whom he serves.

Criteria for Recognition

- Qualifications:** Tutors must be medically qualified and

hold a consultant appointment or be of equivalent status. It is considered important that no one should be allowed to become a tutor before the completion of higher psychiatric training; almost without exception tutors will be Fellows or Members of the College.

- (b) *Mode of appointment:* Appointment by a University, the British Postgraduate Medical Federation, a Regional or Area Postgraduate Education Committee or a Local Committee (e.g., a Division of Psychiatry) is acceptable. Whatever method is adopted, it is essential that the appointment should be made with the advice and agreement of the tutor's colleagues.
- (c) *Sessional time:* It is important that there should be local recognition of the need for the tutor to devote a minimum of two sessions per week to his duties. However, the College recognizes that it may be difficult or impossible for sessional time to be allowed for tutorial duties in the tutor's contract of employment, and the absence of such contractual time will not be allowed to interfere with the granting of Recognition. The time which will need to be devoted to different activities will vary considerably with the number of trainees for whom the tutor is responsible. The College in its assessment will take account of the time devoted to administration (including the preparation of reports and discussions of trainees' progress with other trainers), and to face-to-face teaching and counselling of individual trainees.
- (d) *Activities:* In applying for Recognition, tutors should be able to demonstrate that they are operating active programmes of teaching, including, for example, case conferences, seminars and lectures, journal clubs and research review meetings. They should keep abreast of educational technology and endeavour to provide appropriate audio-visual aids. Where local resources are inadequate, it should be possible to arrange appropriate teaching or experience for trainees elsewhere. In the case of specialty tutors and course organizers it will be necessary for the individual to describe the activities and responsibilities arising from that role alone.
- (e) *Communication with colleagues:* To merit Recognition the tutor should meet regularly other psychiatric tutors, specialty tutors and advisers in his area or region as well as senior members of the nearest academic Department of Psychiatry. There should be regular contact with tutors in other disciplines, including those involved in vocational training schemes for general practice.
- (f) *Management roles:* The tutor should be a member of the local Committee for Postgraduate Education and Train-

ing and of relevant Sub-Committees. His presence on the Library Sub-Committee should enable pressure to be maintained for good library facilities. On local Health Service Committees the tutor should be regarded as spokesman for the interests of trainees.

- (g) *Financial considerations:* While the College considers it appropriate that psychiatric tutors and specialty tutors should receive an honorarium in recognition of their additional work and responsibilities, the College cannot impose financial obligations on other bodies, and the question whether or not an honorarium is paid will not be taken into account in deciding whether any individual merits Recognition.

Procedure for Recognition

1. Application for Recognition as a psychiatric tutor, specialty tutor or course organizer should be made on the appropriate form which is obtainable from the Secretary, Psychiatric Tutors' Sub-Committee, Royal College of Psychiatrists, 17 Belgrave Square, London, SW1X 8PG. The form has been designed primarily for psychiatric tutors and therefore specialty tutors and course organizers may find some of the questions inapplicable.
2. Applications for Recognition from individuals in Great Britain and Northern Ireland will be considered by a Working Party of the Psychiatric Tutors' Sub-Committee, and in the Republic of Ireland by the Psychiatric Tutors' Sub-Committee of the Irish Psychiatric Training Committee. The Working Party and Sub-Committees may, when considering any application seek further information from such persons as they consider appropriate, including the Chairman of the Central Approval Panel and the Regional Adviser for the region concerned. The Working Party and Sub-Committee may review the Recognition of individuals from time to time and may withdraw Recognition if satisfied that this is no longer appropriate. An individual whose application for Recognition is refused or who is granted Recognition in a category other than that for which he applied, or whose Recognition is withdrawn, may appeal to the Education Committee of the College or, in the Republic of Ireland, to the Irish Psychiatric Training Committee.
3. Individuals granted Recognition will receive personal notification from the Dean of the College and will be entitled to describe themselves as psychiatric tutors recognized by the College until the expiry of their term of office.