

IGH Programme

Frequently Asked Questions

These FAQ's are divided into five sections:

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

Eligibility

Who can apply to the programme?

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

Application

How can I apply to the programme?

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

I've not worked overseas before, can I still apply?

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

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

- Yes, if providing NHS care.

Pre-placement

Where are your present placement sites?

- We currently have placements in Yangon, Myanmar; George, Western Cape and East London, Eastern Cape, South Africa; Battambang, Cambodia; Lusaka, Zambia and Mapoteng, Lesotho - please see the website for more information

How long is a placement overseas?

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

What will I be doing on placement?

- There are a wide variety of projects in both urban and rural settings which are hospital and community based. IGH Fellows work in partnership with local teams, supporting them to deliver locally agreed programmes of work; you will NOT provide direct clinical care.
- You will work under the guidance the IGH Partnership Link Lead and in-country team, and will lead a project or projects, which may include: education and training of local staff; audit and development of local health systems and processes. You will work in partnership with local staff using quality improvement methods.
- Projects are based on achieving the Sustainable Development Goals (SDGs). The IGH programme is continuously evolving, and you may not know what project you will be working on until your placement.

Can you provide some examples of recent projects?

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

Will I get paid during my placement? How much?

- You will receive a stipend each month during your six-month overseas placement, which is calculated to cover all essential living expenses whilst in-country including rent, food, internet access, transport between accommodation and place of work. The amount varies per placement site (range is £800 to £1,000).

Who will pay my stipend?

- This is currently managed by Southern Health NHS Foundation Trust and the IGH programme links with them on your behalf.

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

- No

Do I get my annual leave while I am away?

- Yes. You are entitled to your normal NHS annual leave allowance of 15 days. This should be taken during your placement period; the dates being agreed with our Overseas Partner. **If you do not take the annual leave accrued during your placement it will be forfeited.**
- The in-country public holidays should be considered and taken as part of your annual leave allowance, because of the high number of public holidays at most placement sites.

Are my flights and transport paid for?

- Your return economy class flights and airport tax will be paid for. In-country transport costs to and from the airport, such as taxis, will be covered by the IGH programme but you may have to pay for the costs first and then reclaim the money back by submitting an invoice. You will be expected to cover UK transport costs such as transport to the airport.

What is my luggage allowance?

- This depends on the airline you travel with and will be their normal economy-class allowance. If you need more than the airline allows you will need to cover any additional cost yourself.

How do I get the correct visa?

- Once your placement is agreed, the IGH programme will let you know what you need to do to obtain the relevant visa.
- The IGH programme will reimburse you for the application costs that you may incur in relation to obtaining a visa.
- Passports should be valid for at least six months beyond your proposed return date and have at least two unused pages for endorsement.

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

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

Am I covered by indemnity insurance while I am working?

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

What is my time commitment pre-placement?

- Before departure you will be expected to participate in a four-day induction plus a meeting with your allocated UK-based mentor. The induction programme will equip you with the requirements of the placement: service improvement tools, an overview of the educational plan, leadership skills, team working, and information about projects in our Overseas Partner countries as well as provide you with a comprehensive Fellows Handbook.

What contact will I have with my Mentor?

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

What leadership development training can I expect prior to placement?

The following training opportunities are funded by the IGH programme for IGH Fellows:

- Completion of the online Edward Jenner leadership programme

- Other leadership development is part of the 4-day induction, which includes an introduction to Myers Briggs personality type index (MBTI) and the NHS Healthcare Leadership Model (2013).

Placement

Can I take my family with me on placement?

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

Am I covered by health and general insurance?

- The IGH programme has a **business travel insurance policy** to cover each 6-month placement; It covers emergency/hospitalisation situations including repatriation to the UK if necessary, as well as emergency dental work. This includes cover for short breaks during your placement, as long as you remain in the same region. Longer periods of travel before or after your placement will not be covered. **GP visits or dental check-ups whilst on placement are self-funded.**

What happens if I need urgent or emergency care?

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

What type of accommodation can I expect to live in?

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

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

- Yes, you are expected to pay for your accommodation from your monthly stipend payment, current costs below:
 - Yangon, Myanmar: approximately £300 per person per month
 - East London, South Africa: approximately £165 per person per month
 - George, South Africa: approximately £145 per person per month
 - Cambodia: approximately £120 per person per month
 - Lusaka, Zambia: approximately £140 per person per month
 - Mapoteng, Lesotho: to be confirmed
- (Please note - all of the above costs are subject to change)

What transport will I use in country?

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

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

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

Should I take out my own laptop?

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

What is the dress code?

- The general rule for men and women is to dress modestly and respectfully, depending on whether you are in the office, in health facilities or in the field.

Can I socialise with local staff?

- While you are overseas you are acting as an ambassador for the NHS. You are encouraged to socialise with work colleagues but in a responsible and professional manner, including out of work time.

Can I have a local boyfriend/girlfriend?

- No. Close intimate relationships with local people during your placement is forbidden

Can I have visitors?

- Yes, for short visits only, following discussion and agreement with the other IGH Fellows on placement with you. This might appear obvious but unfortunately, we have had incidents where this common courtesy has been ignored. Also please notify the Overseas Partner.

Are there any risks?

- Health Education England and our Overseas Partner organisations take your security and safety as an IGH Fellow seriously. Before placing anybody as an IGH Fellow, we make an independent judgement that security risks are at acceptable levels. Avoiding unacceptable risk and minimising acceptable risk once you are on placement is a duty and responsibility shared by you, Health Education England and our Overseas Partners.
- By choosing to work in a different country and culture, you accept a potential increase in personal security risk posed by a new and unfamiliar environment. You are responsible for briefing yourself on security and safety and ensuring you are satisfied with the information you receive before you go. For up to date travel advice we advise all IGH Fellows to familiarise themselves with the latest information on the Foreign and Commonwealth office website <https://www.gov.uk/foreign-travel-advice>.
- At the induction we will discuss what to do in the event of an accident or emergency on placement. The IGH incident plan can also be found in the IGH Programme 'Fellows Handbook' - please familiarise yourself with the emergency procedure prior to your placement.

Is there a Code of Conduct for IGH Fellows?

- We ask you to abide by our IGH Fellows Code of Conduct (supplied after successful application)
- You are required to have a current DBS (formerly CRB) certificate which will need to be provided to IGH.

Post-placement

Can I go travelling at the end of my placement?

- Yes – but you will normally be liable for charges incurred with changing flight dates if it is for your own convenience, as well as covering and arranging extra insurance.

What are my commitments post-placement?

- On return to UK you will be expected to complete any outstanding assignments as detailed in the IGH programme Fellows Handbook, meet with your Mentor, and make a

short evening presentation which describe your work and personal learning to future IGH Fellows and others allied to the IGH programme.

Can I submit my project or experience for publication?

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

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