



# **Medical Student Handbook**







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#### Welcome to East Sussex Healthcare NHS Trust

On behalf of East Sussex Healthcare, we extend a very warm welcome to you all. We will do all that we can to make your stay enjoyable, educational and productive during your time with us at East Sussex Healthcare NHS Trust. The Trust provides services from two acute hospitals, Eastbourne District General Hospital and Conquest Hospital in Hastings.

#### Please make sure you read and understand the following:



#### Being Professional on Your Placement

- 1. Always introduce yourself to patients, let them know your name and that you are a medical student. Make sure the patient does not object to you being present.
- 2. Always wear your Medical School's ID badge along with our Medical Student Swipe card, making sure it is clearly visible.
- 3. Dress cleanly and smartly.
- 4. Arrive on time each day and do not leave your placement early unless you have agreed this with your supervisor.
- 5. Attend teaching sessions if they're offered.
- 6. Make sure you know who is responsible for directly supervising you on your placement and on the ward/clinic.
- 7. Make sure you know how to raise any concerns by speaking to your supervisor, your education fellow, the medical education team or one of our pastoral fellows.
- 8. Return your Swipe Card to the admin office at the end of your placement and your keys to the accommodation officer on or before the agreed departure time.
- 9. The first time in an unfamiliar location, please familiarise yourselves with emergency exits. Be familiar with the Emergency Procedures and FIRE Information on Page 16.
- 10. **Social Media**: We follow <u>GMC guidelines</u> (<a href="https://www.gmc-uk.org/-/media/gmc-site/ethical-guidance/mdg-2023/using-social-media-as-a-medical-professional-english.pdf">https://www.gmc-uk.org/-/media/gmc-site/ethical-guidance/mdg-2023/using-social-media-as-a-medical-professional-english.pdf</a>) Please read and be aware of these guidelines. If there is anything you are unsure of, please ask us.
- 11. As a future doctor, you have a duty to follow the GMC's medical student guidance in <u>Good Medical Practice</u>

# Undergraduate Leads

Role	Eastbourne	Conquest Hospital
KCL Sub Dean	Dr John Somarib	Dr Chris Scanlan
	johnsomarib@nhs.net	cscanlan@nhs.net
KCL Acute Care Block Lead:	Mr Mohammed QURAISHI	Dr S Berliti
	mohammed.quraishi1@nhs.net	stefano.berliti@nhs.net
		Mr Y El-Dhuawaib
		yesar.el-dhuwaib@nhs.net
KCL LTC Block Lead:	Dr R Nahas	Dr T Christopherson
	rannienahas@nhs.net	thereza.christopherson1@nhs.net
BSMS UG Lead Cross Site	Dr Sam Panthakalam	
	<u>spanthaka</u>	lam@nhs.net
BSMS Year 5 Lead	Dr N Sargant	Dr U Dashora
	nigel.sargant@nhs.net	<u>u.dashora@nhs.net</u>
BSMS Year 3 Lead	Dr A Elzein	Dr Geeta Gopalakrishnan
	abier.elzeim@nhs.net	Geeta.gopal@nhs.net
Module 306 Elderly Care	Dr R Nahas	Dr H McIntyre
	rannienahas@nhs.net	hughmcintyre@nhs.net
Module 306 Stroke	Dr C Biyanwila	
	chemindra.biyanwila@nhs.net	Dr C Biyanwila at EDGH
		For your week in the Stroke
		Speciality, will be at Eastbourne
BSMS Year 4 Lead	Miss	M Nair
	mininai	<u>r@nhs.net</u>

# Undergraduate Admin Team

Role	Eastbourne & Conquest Hospital		
Programme Leader	Luisa Tomasetti		
	<u>Luisa.tom</u>	nasetti@nhs.net	
Role	Eastbourne	Conquest Hospital	
Programme Administrator	Angela Geoghegan	Julie Deeprose	
KCL Year 5	a.geoghegan@nhs.net	Julie.deeprose@nhs.net	
Programme Administrator	Angela Geoghegan	Julie Deeprose	
Year 3 BSMS	a.geoghegan@nhs.net	Julie.deeprose@nhs.net	
Programme Administrator	Hannah Dadd	Julie Deeprose	
Year 4 BSMS	Hannah.dadd@nhs.net	Julie.deeprose@nhs.net	
Programme Administrator	Hannah Dadd	Julie Deeprose	
Year 5 BSMS	Hannah.dadd@nhs.net	Julie.deeprose@nhs.net	

# Consultants

Medicine Consultants   Cardiology   Prof N Patel   Dr Kaylar   Dr Dr Dr H Patel   Dr Saylar   Dr Dr James Wilkinson   Dr Sahutosh Sharma   Dr Shomaila Awan   Dr T Christopherson   Dr T Nakos   Dr R Reddy   Dr R Reddy   Dr Makos   Dr R Reddy   Dr Makos   Dr A Reddy   Dr Makos   Dr A Javesagan   Dr S Javesagan   Dr S Fong   Dr A Javesagan   Dr S Fong   Dr Javesagan   Dr Ja	Eastbourne DGH Conquest, Hastings		
Cardiology   Prof N Patel   Dr Kaylar   Dr Kaylar   Dr Jickinson	1 , 0		
Prof N Patel Dr H Patel Dr H Patel Dr Dickinson  Respiratory Dr James Wilkinson Dr Ashutosh Sharma Dr Shomaila Awan Dr Shomaila Awan Dr Sujith Pathirathne Dr A Reddy  Gastroenterology Dr D Neal Dr A Jeevagan Dr S Aafiq Dr I Masoodi Dr A Zubir  Endocrinology Dr K Jacob Dr S Ahmad Dr D Till  Rheumatology: Dr S Panthakalam Dr N Sargent Dr N Sargent Dr A Elzein  AMU Dr J Almaraz Dr S Elrokh Dr A Youssef  Obs & Gynae Consultants  Miss M Nair  Paediatric Consultants			
Respiratory Dr James Wilkinson Dr Ashutosh Sharma Dr Shomaila Awan Dr Sujith Pathirathne Dr A Reddy  Gastroenterology Dr D Neal Dr A Jeevagan Dr S Rafiq Dr J Mitthead Dr S Fong Dr J Masoodi Dr A Zubir  Endocrinology Dr S Ahmad Dr S Rhmad Dr S Reddy  Reduy  Rheumatology: Dr D V Clarke  Haematology: Dr J Newman Dr N Sargent Dr A Elzein  AMU Dr J Almaraz Dr S Elrokh Dr A Youssef  Obs & Gynae Consultants  Miss M Nair  Paediatric Consultants			
Dr James Wilkinson Dr Ashutosh Sharma Dr Shomaila Awan Dr Sujith Pathirathne Dr J Neal Dr J Neal Dr J Newman Dr S Neritt Dr O Kankam Dr T Christopherson Dr T Nakos Dr R Reddy  Gastroenterology Dr D Neal Dr A Jeevagan Dr S Rafiq Dr S Fong Dr I Masoodi Dr A Zubir  Endocrinology Dr K Jacob Dr S Ahmad Dr D Till  MAU/ AAU  Rheumatology: Dr S Panthakalam Dr S Panthakalam Dr V Clarke  Haematology: Dr J Newman Dr N Sargent Dr A Elzein  AMU Dr J Almaraz Dr S Elrokh Dr A Youssef  Obs & Gynae Consultants Miss M Nair  Paediatric Consultants	Dr H Patel Dr Dickinson		
Dr James Wilkinson Dr Ashutosh Sharma Dr Shomaila Awan Dr Sujith Pathirathne Dr Sujith Pathirathne Dr Neal Dr J Neal Dr J Newagan Dr S Rafiq Dr S Rafiq Dr S Rafiq Dr J Nasoodi Dr A Jeevagan Dr J Whitehead Dr S Rogn Dr A Jeevagan Dr S Rafiq Dr S Rafiq Dr S Rafiq Dr S Fong Dr I Masoodi Dr S Almad Dr D Till  Dr S Rumar  Dr S Rumar  MAU/ AAU Dr S Berliti Dr V Clarke  Haematology: Dr J Newman Dr N Sargent Dr A Elzein  AMU Dr J Almaraz Dr S Elrokh Dr A Youssef  Obs & Gynae Consultants Miss M Nair  Paediatric Consultants			
Dr Ashutosh Sharma Dr Shomaila Awan Dr Sujith Pathirathne Dr T Nakos Dr R Reddy  Gastroenterology Dr D Neal Dr S Agfiq Dr J Masoodi Dr S Agfiq Dr J Masoodi Dr S Ahmad Dr Dr S Ahmad Dr Dr S Ahmad Dr Dr S Ahmad Dr Dr S Panthakalam Dr S Aggent Dr A Elzein  Obs & Gynae Consultants  Miss M Nair  Paediatric Consultants			
Dr Shomaila Awan Dr Sujith Pathirathne Dr T Nakos Dr R Reddy  Gastroenterology Dr D Neal Dr A Jeevagan Dr S Rafiq Dr S Rafiq Dr J Masoodi Dr S Rafiq Dr A Zubir  Endocrinology Dr K Jacob Dr S Ahmad Dr D Till  Rheumatology: Dr S Panthakalam Dr S Berliti Dr V Clarke  Haematology: Dr J Newman Dr N Sargent Dr A Elzein  AMU Dr J Almaraz Dr S Elrokh Dr A Youssef  Obs & Gynae Consultants  Miss M Nair  Paediatric Consultants			
Dr Sujith Pathirathne  Gastroenterology Dr D Neal Dr A Jeevagan Dr S Rafiq Dr S Rong Dr A Zubir  Endocrinology Dr K Jacob Dr S Ahmad Dr D Till  Rheumatology: Dr S Panthakalam Dr S Panthakalam Dr N Sargent Dr A Redy AMU Dr J Almaraz Dr S Elrokh Dr A Youssef  Obs & Gynae Consultants  Miss M Nair  Paediatric Consultants			
Gastroenterology Dr D Neal Dr A Jeevagan Dr S Rafiq Dr S Rafiq Dr I Masoodi Dr S Adbers Endocrinology Dr J Alamaraz Dr Dr J Almaraz Dr J Almaraz Dr A Youssef  Obs & Gynae Consultants  Miss M Nair  Paediatric Consultants			
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Dr I Masoodi  Endocrinology Dr K Jacob Dr S Ahmad Dr D Till  Rheumatology: Dr S Panthakalam Dr N Sargent Dr A Elzein  AMU Dr J Almaraz Dr S Elrokh Dr A Youssef  Obs & Gynae Consultants  Miss M Nair  Paediatric Consultants	Dr A Jeevagan		
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Dr A Elzein  AMU Dr J Almaraz Dr S Elrokh Dr A Youssef  Obs & Gynae Consultants Miss M Nair  Paediatric Consultants	Dr J Newman		
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Dr J Almaraz Dr S Elrokh Dr A Youssef  Obs & Gynae Consultants  Miss M Nair  Paediatric Consultants	Dr A Elzein		
Dr J Almaraz Dr S Elrokh Dr A Youssef  Obs & Gynae Consultants  Miss M Nair  Paediatric Consultants	AMU AMU		
Obs & Gynae Consultants  Miss M Nair  Paediatric Consultants			
Obs & Gynae Consultants  Miss M Nair  Paediatric Consultants			
Miss M Nair Paediatric Consultants	Dr A Youssef		
Paediatric Consultants	Obs & Gynae Consultants		
Dr G Gopal   Dr J Pai			
	Dr G Gopal	Dr J Pai	
Emergency Medicine Consultants			
Mr U Shanker Dr P Cornelius			
Mr S Shubber Dr D Vidler			
Dr S Habeeb Mr G Youssef		Mr G Youssef	
Consul Course Consultants	0		
General Surgery Consultants			
N/A Mr A Aldridge Mr J Buchanan	IN/A		
Miss I Donnellan			
Mr Y El-Dhuiwaib			
Mr R Harshan			
Mr M Miller			
Miss A Morris			
Miss E Shah			
Mr Thiagaraj		Mr Thiagaraj	

Care of Elderly Consultants	
Dr C Biyanwila	Dr J Rahmani
Dr M Fonseka	Dr H McIntyre
Dr R Nahas	Dr E Mucci
Dr A Nahhas	Dr Tin Tin Win

# **Educational Fellows**

Name	Department	Site	NHS email
Dr Afshan Akhtar	Surgery	Conquest	afshan.akhtar@nhs.net
Dr Muhammad Chaudhry	Surgery	Conquest	muhammad.chaudhry16@nhs.net
Dr Tanzia Latifi	Emergency Medicine	Conquest	t.latifi@nhs.net
Dr Dua Malik	Acute Medicine	Conquest	duaahmed.malik@nhs.net
		·	
Dr Tahani Shanta	Acute Medicine	Conquest	tahani.shanta@nhs.net
Dr Krishna Tavrawala	Emergency Medicine	Conquest	krishna.tavrawala@nhs.net
Dr Teena Thomas	Acute Medicine/SDEC	Conquest	teena.thomas14@nhs.net
Dr Khalid M A Ahmed	Acute Medicine/SDEC	EDGH	k.ahmed8@nhs.net
Dr Iye Enwuchola	Emergency Medicine	EDGH	a.enwuchola@nhs.net
Dr Hannah Jawwad	Emergency Medicine	EDGH	hannah.jawwad@nhs.net
Dr Harriett Johnson	Rheumatology/Simulation	EDGH	harriett.johnson1@nhs.net
Dr Rahul Karuppannan	Emergency Medicine	EDGH	r.karuppannan@nhs.net
Dr Isabel Rimmer	Palliative Medicine	EDGH	isabel.rimmer@nhs.net
Di isabei Millillei	T dillative iviedicille	LDGII	13abet.iiiiiiei @iiii3.iiet
Dr Stephanie Ketley	Emergency Medicine	EDGH	stephanie.ketley1@nhs.net

#### **Library Services**



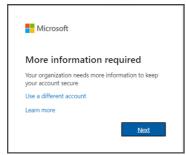
	Conquest Hospital	EDGH
Contact Details	Tel: 0300 131 4500 ex 770493 Email: esh-tr.libraryservices@nhs.net	Tel: 0300 131 4500 ex 770393 Email: esh-tr.libraryservices@nhs.net
Opening Hours	Staffed Monday – Friday 8.30am – 5pm 24 hour access using your Trust swipe card	1
Printing	Up to 50 A4 copies per week free, then 5p per sheet . Photocopier available. Up to 50 A4 copies per week free, then 5p per sheet. Scanner available.	
Other services	Enquiry and literature search service Group and 1-1 training in literature search sk	ills, critical appraisal skills, SPSS
	BMJ Case Reports Submit your reports free using code 771871 <a href="http://casereports.bmj.com/login">http://casereports.bmj.com/login</a>	
	<b>OnExamination:</b> One 3 month Medical Finals code during your placement as it cannot be g	
	Clinical Key*: Online access to 500 journals a	nd 1,000 books <u>www.clinicalkey.com</u>
	UpToDate: Current information on over 9,50	0 clinical topics <u>www.uptodate.com</u>
	AnatomyTV*: 3D human anatomy www.anat	comy.tv
	*OpenAthens account required To register v	risit: https://openathens.nice.org.uk/

#### **Using NHS EMAIL**

# Activating your Multi-Factor Authentication

All new email accounts have a Multi-Factor Authentication enabled, to provide an additional layer of security. A step-by-step process to set up Multi-Factor Authentication will be detailed below.

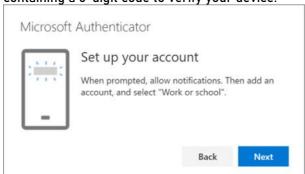
 When you sign in to your NHSMail account for the first time, you'll be prompted for more information.



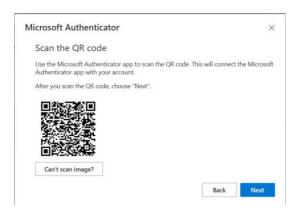
- 2. Click Next.
- 3. The recommended authentication method is to use the free Microsoft Authenticator app, which can be downloaded from the App Store (if using an iPhone) or Play Store (if using Android).



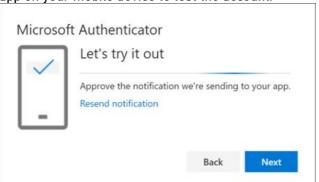
a. If you would rather use text messages, select I want to set up a different method. Microsoft 365 will ask for your mobile number, then send you an SMS message containing a 6-digit code to verify your device.



4. If you have chosen to use the Microsoft Authenticator app, you will receive a message to scan a QR Code on your computer screen.



- 5. On the Microsoft Authenticator App on your phone, tap the + sign to add a new "Work or School Account". You will be given an option to "Scan QR Code"; tap this option.
- 6. Scan the QR code on your computer screen.
- 7. Once scanned, the app should add your account without requiring any additional information.
- 8. Once successfully added, click "Next". A notification will be sent to the Microsoft Authenticator app on your mobile device to test the account.



- 9. Approve the notification in the Microsoft Authenticator app, then click "Next".
- When you sign into your NHSMail account such as to login to Teams or the NHSMail web portal

   after entering your password you will be prompted to enter the code shown on your
   Authenticator app.

If the user is experiencing difficulties then do not hesitate to contact the IT Service Desk This can be done either through the Self-Service portal, <a href="https://eshtservicedesk.esht.nhs.uk/servicedesk">https://eshtservicedesk.esht.nhs.uk/servicedesk</a>, or by calling 0300 131 4900 / ext. 734900

#### Wifi in Accommodation EDGH

Sign into NHS WiFi using your NHS Email address. An NHS Email address will not have to sign up again for 365 days.

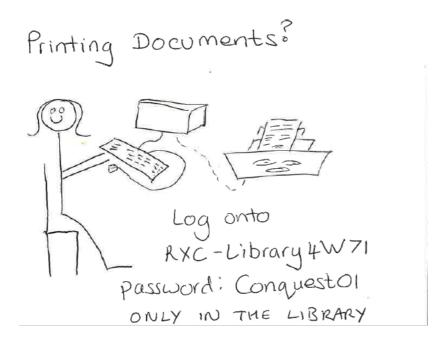
Note: This is per device.

#### **Printing**

You may use the printer in the library for photocopying, scanning and printing.

There is a generic userid (RXC-Library4W71) and password is <u>Conquest01</u>, for use in the library PCs only. From here you can print your documents and retrieve from the library printer (access code is <u>5555</u>). At the printer, there will be a menu showing all documents waiting to be printed from the userid. Just select your document and print.

Ask any member of the library staff if you need help.



#### **Pastoral Care**

Our Pastoral Fellows (Paul Gosling at Eastbourne DGH and Jolie Wilkinson at Hastings Conquest Hospital) are the first point of call for Pastoral Care for Medical Students.

Paul Gosling	Jolie Wilkinson
<ul> <li>paul.gosling@nhs.net</li> </ul>	<ul> <li>Jolie.wilkinson@nhs.net</li> </ul>
- 07971798192	
Dr Naomi Forder (Trust Pastoral Care Lead) is	You may also contact "Care First" who offer a
also available for your pastoral care needs.	confidential, impartial advice and support 24
She can be contacted at:	hours a day 365 days a year. They are free to
naomi.forder@nhs.net or 735859	access and through Care First you can contact
(direct line 0300 131 5859)	a number of different services.
	www.carefirst-lifestyle.co.uk

The Undergraduate Team, the Sub Dean or Undergraduate Administrator are also available and will treat your information with complete confidentiality.

Unfortunately, there may be occasions where an issue may have to be reported back to your medical school. In most cases this will be with your permission but there are some specific instances where confidentiality cannot be observed.

#### **BSMS Students**

You can contact the BSMS Student Support Team via email, phone and via MSTeams.

More information and contact details can be found here:

<a href="https://studentcentral.brighton.ac.uk/webapps/blackboard/content/listContentEditable.jsp?content">https://studentcentral.brighton.ac.uk/webapps/blackboard/content/listContentEditable.jsp?content</a> id= 3450309 1&course id= 78820 1&mode=reset

#### **KCL Students**

FoLSM Student Support now has one mailbox. The email address that you should now use for all student support queries/referrals regardless of programme of study is <a href="mailto:folsmstudentsupport@kcl.ac.uk">folsmstudentsupport@kcl.ac.uk</a> <a href="mailto:folsmstudentsupport@kcl.ac.uk">https://www.kcl.ac.uk/study-at-kings/student-services</a>

#### Faith Centre and Multi-Faith Prayer Rooms

**Eastbourne DGH Chaplaincy Office** 

Ext: 735472 Tel: 0300 131 5472 3rd floor, purple zone EDGH

**Conquest Hospital Chaplaincy Office** 

Ext: 735308 Tel: 0300 131 5308 2nd Floor Conquest



#### **Student Accommodation Details**

Email accommodation officer to request single sex flats.

#### Some medical students are expected to occasionally study at both hospitals

Whilst we endeavour to place you on one site at either EDGH or Conquest Hospital, for the duration of your placement, due to the location of some of our clinical services, it may be necessary for some of your placement to be on both sites.

Some Students may stay off-site with a local Student Accommodation Provider, in which case, we will email you details of the accommodation.

	Conquest Hospital	EDGH
Collection of keys	Monday – Friday (8am – 4pm), keys to your	Monday – Friday (9am – 4pm),
,	accommodation can be collected from the	from the Accommodation Office
	Accommodation Office in	in Fleming House.
(If you lose your key	43 – 70 Oast House Close.	After 4 pm, on Friday and over
there is a £25	After 4 pm on Friday and over the weekend,	the weekend, keys for
charge for a	keys can be collected from the 'Porter's	accommodation can be collected
replacement.)	Lodge.' From the main entrance, level 3, pas	t from 'Switchboard.'
replacement.)	1066 café and the shop	
Parking Permit	Parking permits will be issued with	· ·
	Permits must be displa	ayed at all times
Type of	Each flat has 5 bedrooms with shared kito	hen, lounge with TV and bathroom
accommodation	facilities. Candles or Tea lights are NOT allowed in the accommodation.	
Accommodation	Katherine Watts (14) 8001 Julia Williamson	
Officer	43 - 70 Oast House Close	Fleming House, EDGH
	08:00 – 16:00 Mon – Fri.	Ext 735601
	Email: Katherine.watts1@nhs.net	Direct line: 0300 131 5601
	Emergency mobile is 07814145419.	Mobile Number: 07973828298
		Email: julia.williamson3@nhs.net
Laundry Room	A communal laundry room is available in	Laundry is in Marriott House
	blocks 43-70 and 82-121	Pass available from
	Please contact accommodation officer.	Accommodation Officer
	£3.50 non refundable.	
Facilities	Rooms are furnished with bed, bedside cabinet, chest of drawers, wardrobe,	
	desk & chair. Linen (sheets and blankets), bedding & towels are provided. Kitchen with cooker, microwave, fridge, freezer, kettle, iron/ironing board, toaster, pots,	
	pans, crockery and cutlery.	
Internet Access	NHS and SUSSEX Wifi is available at Eastbourne in most rooms.	
	Students at Hastings must use SUSSEX Wifi.	
	In the event of WiFi not working in the accommodation, a MiFi device, with	
	unlimited data can be borrowed from Medical Education Offices. A £20 cash deposit is required which is refundable on return.	
Maintanana		
Maintenance	Please report any maintenance issues ASAP on 0300 131 5642	Please report any maintenance issues ASAP on 735601 or e-mail
	Katherine.watts1@nhs.net	julia.williamson3@nhs.net
CD Curacrica		Park Medical Practice, Eastbourne
GP Surgeries:		Primary Care Centre, Broadwater
	• •	Way, BN22 9PQ, Tel 01323 502200.
	IUM, ICIUITAT TUT/JU.	vvay, DIVZZ JI Q, TETUIJZJ JUZZUU.

# BSMS Y3 & Y4 offsite accommodation: Roost

	Conquest Hospital
Accommodation For Year 3 and 4 BSMS Medical Students	BSMS Year 3 and 4 students attached to Conquest Hospital, Hastings, will stay in the accommodation provided in Hastings Town Centre.  Accommodation is provided by Roost:
	Roost Palace Court White Rock
	Hastings TN34 1JP
	Daniel Hanlon from Roost will contact you with moving in instructions. If you have any queries his email is:  daniel.hanlon@theroostgroup.com
Location of Accommodation	Accommodation is situated 1 minute walk to the Town centre and 5 minutes' walk to the Bus Station (next to the Train Station), although buses do run from outside the accommodation buildings.
Emergency & All Maintenance Issues (Big or Small)	It is important to please contact Roost and also the Medical Education Team at the Conquest if you have any maintenance issue with your accommodation, even if you think that it may be trivial. We cannot help you if you don't tell us if there is a problem.  Please call Roost on 07956201549 if you have an emergency
	If you have a maintenance issue please email: <u>maintenance@theroostgroup.com and copy in Julie Deeprose on</u> julie.deeprose@nhs.net
Public Transport	Bus Route map: http://www.cartogold.co.uk/EastSussex/map.html#east_sussex_county_map
Facilities in Lounge	Sofa; Dining table and chairs; TV
Facilities in Kitchen	Fridge freezer; Cooker and oven; Microwave; Toaster; Kettle; Cutlery; Crockery; Pots and pans; Utensils; Mugs and glasses Bin
Facilities in Bedroom	Double bed; Wardrobe with drawers and mirror; Desk and desk chair Duvet, pillows x 2, base sheet and covers 1 x hand towel; 1 x bath towel Bin
Miscellaneous	Vacuum cleaner; Mop and bucket; Dustpan and brush
WiFi	Free WiFi is provided in this accommodation.

# BSMS Y3 & Y4 offsite accommodation: Southern Housing

	Eastbourne District General Hospital
Accommodation	BSMS Year 3 and 4 students attached to EDGH, will stay in the accommodation
For Year 3 and 4 BSMS	provided in Meads, Eastbourne
Medical Students	Accommodation is provided by Southern Housing.
	Welkin Halls of Residence,
	Gaudick Road
	Eastbourne, East Sussex, BN20 7SH
	Reception at Welkin Halls is staffed 24/7, so you can arrive at any time on your first day and will be shown to your pre-allocated room by site staff.
Location of Accommodation	Accommodation is situated 1 minute walk to the Town centre and 5 minutes' walk to the Bus Station (next to the Train Station), although buses do run from outside the accommodation buildings.
Emergency & All Maintenance Issues (Big or Small)	It is important to please contact Southern Housing and also the Medical Education Team at the EDGH if you have any maintenance issue with your accommodation, even if you think that it may be trivial. We cannot help you if you don't tell us if there is a problem.
	Please inform Reception at Southern Housing
	Or
	Fiona.Robinson@southernhousing.org.uk
	<b>\$\sqrt{0}</b> 020 803 62668
Public Transport	Bus Route map:
	http://www.cartogold.co.uk/EastSussex/map.html#east_sussex_county_map
Facilities	A duvet, pillow and the associated bedding plus a bath towel, toilet rolls and some basic cleaning bits in the bathroom – sponge, squeegee, spray cleaner and a toilet brush. There is a welcome pack of Haribo , Living in Halls Guide, and a washing machine capsule.
	The kitchen has a basic catering pack, plates, cups, glasses, cutlery, cooking utensils, frying pan, saucepans, tea towels, cloths, washing up liquid and all the usual equipment - kettle, toaster, microwave.
	Free WiFi is provided in this accommodation.

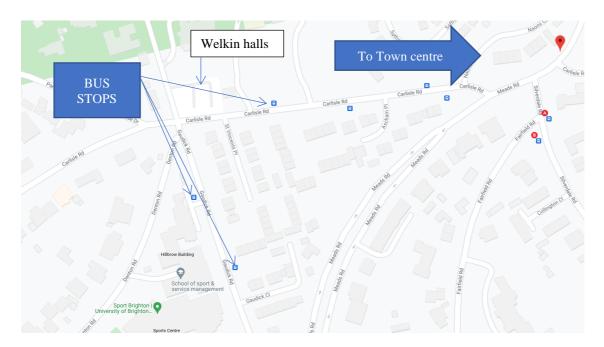
#### **Public Transport**

If you are staying in Brighton University's Halls of Residence in Meads, Eastbourne, the hospital is located about 2.5miles distant.

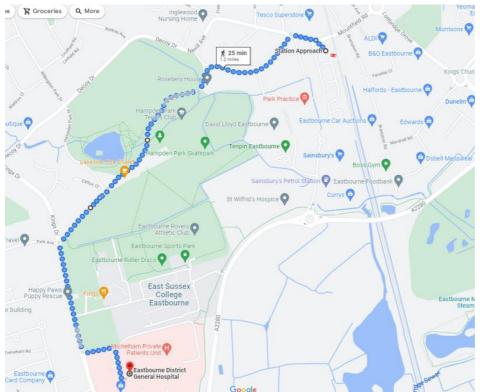
#### **BUSES**

You may catch a number 3 or 4 bus to the town centre and then a LOOP bus to Eastbourne District General Hospital (EDGH).

You may also find this interactive map helpful: East Sussex Bus Map (cartogold.co.uk)



#### **TRAINS**



Hampden Park station is about one mile from the hospital and it is quite a pleasant walk through the park. There are several other routes you could take.

The main Eastbourne Station is about 1.5 miles. Although all trains stop at Hampden Park, some stop on the way into Eastbourne and other stop on the way out. Please check if your train stops at Hampden Park on the way into Eastbourne, as you may have to wait 10 minutes or so for the train to depart.

# **BSMS Travel Policy**

Please check it carefully, as you may not be entitled to claim travel from Brighton University to Eastbourne or Conquest hospital. This policy can be found on our website:

https://www.esht.nhs.uk/medical-education/wpcontent/uploads/2022/02/BSMS-Student-Travel-and-Accommodation-Policy-2021-22-FINAL-accessible-2.pdf

# **Useful Information**

Accident at work	Report any accident to your supervisor or nurse. You will be required to
	complete an accident report form, available from Ward Clerks at the nursing
	stations.
Emergency	2222 for all emergencies including Fire, Cardiac Arrest and security.
	How to Deal with Personal Attack or Threat:
	You must dial internally 2222
	Always leave the scene where possible, if not;
	Call for help from someone in the vicinity.
	Sound personal attack alarm if available.
	Encourage the person to stop whatever they are doing.
	Encourage them to put down the weapon or instrument they have and try to
	prevent them from obtaining any others.
	Continue to talk to the person until assistance is available.
Fire	A continuous alarm will be heard in the area affected and an intermittent alarm
	sound will be heard only in the zones adjacent to the risk area.
	If you discover a fire, raise the alarm by breaking the insert of a RED fire alarm
	call point and dial switchboard on the internal emergency number (2222) to
	confirm the location.
	In the event of an actual fire do not attempt to tackle it but close doors and if
	possible close all windows as you leave.
	Make sure your escape route is clear at all times. In areas such as OPD or A&E it is important to know the exit routes from the building and the location of the external assembly area.
Needles and	Never leave sharps lying around, place in sharps container.
Sharps	Sharps should not be passed from hand to hand.
Sharps	Request assistance when taking blood from or giving injections or
	infusion therapy to uncooperative patients.
	Do not re-sheath needles.
Occupational	Staff are available Monday to Friday between 9.00 a.m. and 4.30 p.m. There
Health Services	are open clinics for immunisations at EDGH on a Thursday morning between
ricaltii Scivices	0930 and 1230 hours and via appointment for Hastings (ext 8357).
Sharps injury	Any skin puncture should be encouraged to bleed and washed liberally
Sharps injury	with soap water.
	<ul> <li>Splashes into eyes or mucous membranes should be irrigated with</li> </ul>
	running water.
	If during office hours report directly to Occupational Health for
	treatment/advice or to the Emergency Department if out of hours and at weekends.
	Complete an accident/incident form.
	The aim must be to complete a risk assessment and administration of PEP for HIV
	as soon as possible or administration of HBV prophylaxis (when Indicated) within
	48 hours of initial report of the incident.
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#### Guidelines

Anti-Bullying	Examples of Bullying are:
Policy	<ul> <li>Derogatory remarks or public criticism, insensitive jokes or pranks.</li> </ul>
"DON'T SUFFER	<ul> <li>Insulting or aggressive behaviour.</li> </ul>
IN SILENCE"	Ignoring or excluding an individual.
IN SILENCE	<ul> <li>Constantly under valuing effort.</li> </ul>
	<ul> <li>Inappropriately monitoring everything an individual does.</li> </ul>
	Being excessively critical.
	,
	Withholding information.  To a ching by hypothistic and the control of the ching land and the ching lan
	Teaching by humiliation
	Unrealistic demands
	Compleints and be made to compline Manager (LIC Admin and will be viewed
	Complaints can be made to your Line Manager / UG Admin and will be viewed
	seriously and treated confidentially. Counselling will be provided if necessary.
Attendance	You should be here until the last Friday of your rotation unless otherwise stated
	by your Medical School. If you do leave early without such permission the
	Undergraduate Administrators are required to inform the Medical School
0 (1 1 11	accordingly.
Confidentiality	Confidential information about patients must not be divulged to any person
	except with the express authority of the Trust. Unauthorised breaches of
	confidentiality will result in disciplinary action and may also result in a civil action
	of damages
Infection control	Alcohol gel, available at every bedside, must be used before entering wards and
	after contact with every patient.
	Bare below elbows
	Remove wrist watches and jewellery (with the exception of wedding)
	rings), prior to using alcohol gel or washing their hands
	Ties should be tucked in
Medical Records	Record keeping must be accurate, legible, comprehensive, contemporaneous and
	unambiguous. Detail what happened, when, why, to whom and by whom and
	accessed only by authorised personnel at all times.
	, ,

#### You must not:

- Initiate, alter or stop treatment of a patient on your own diagnosis.
- Prescribe or request diagnostic investigations without supervision.
- Take part in obtaining or witnessing a patient's signature for consent to treatment.
- Take history, examine or treat a patient without his/her prior informed consent.
- Hold your FY1 or FY2's bleep under any circumstances
- Perform EPPs

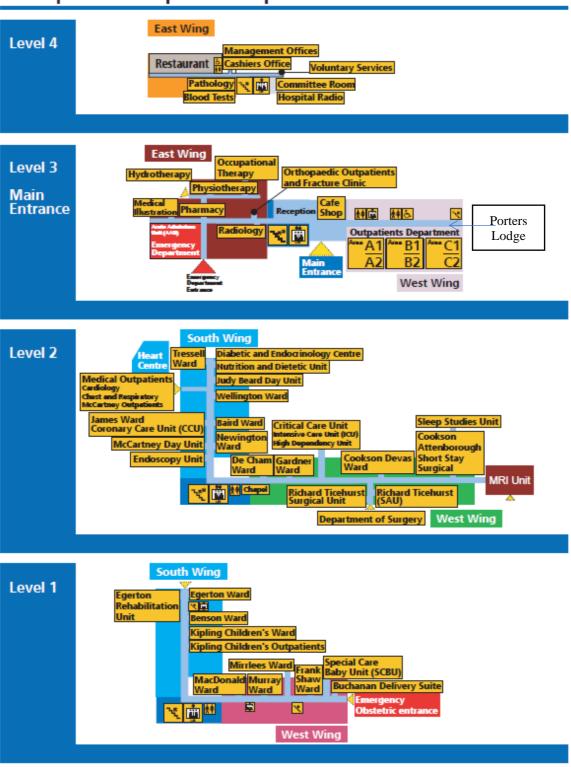
#### **Drugs**

The Trust has ZERO tolerance to the possession, use and dealing of illegal or illicit substances. If a person is known to be in possession of or using or supplying any illegal or illicit substance on Trust premises, the University will be informed and possibly the police.

Smoking and vaping is also forbidden on the Trust's premises.

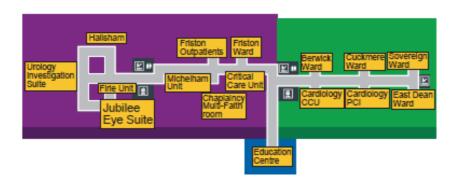


# Conquest Hospital Map

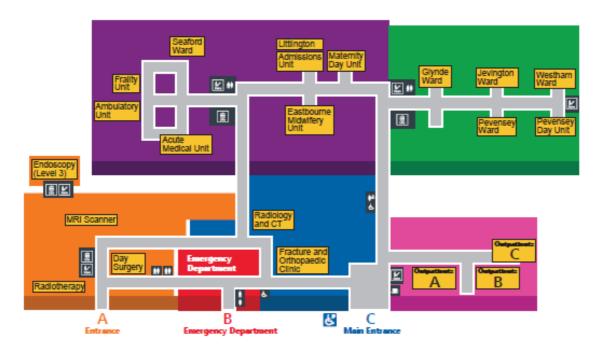




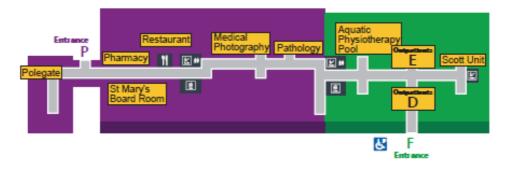
# Eastbourne DGH



# Level 3



# Level 2 - main entrance



# Level 1

C East Sussex Healthcare NHS Trust

# Wards at Eastbourne DGH

Ward Name	Specialty	Level
Berwick	Endo and Cardio	3
Acute Medical Unit	AMU	2
CCU	Cardiology	3
Cuckmere	Gastroenterology	3
East Dean and Sovereign	Stroke	3
Michelham/Hailsham	Urology	3
Pevensey	Haematology / Oncology	2
Urology Investigation Suite	Urology	3
Jevington	Rheumatology	2
Westham	Respiratory	2
Frailty	Elderly Care	2
Seaford	Elderly Care	2
Friston ward	ENT	3
Friston Outpatients	Paediatrics outpatients	3

# Wards at Conquest

Ward Name	Specialty	Level
Egerton & Benson	T&O	1
Kipling	Paediatrics	1
MacDonald	Elderly- age over 75 frailty	1
Murray	Antenatal and Acute Medical	1
Mirlees	Early Pregnancy and Emergency O&G	1
Frank Shaw	O&G - Postnatal	1
Buchanan Delivery Suite	0&G	1
SCBU	Special Care Baby Unit	1
Judy Beard Day Unit	Adult Oncology & Haemotology	2
Tressel	Elderly	2
Newington	Elderly- Medical assessment ward for frailty,	2
	Dementia and Chronic Conditions	
Baird	Acute Medical/Respiratory	2
James Ward and CCU	Cardiology	2
Wellington	Gastroenterology & Bariatric	2
De Cham	Acute Medical & Gastro	2
Gardner	Abdominal/Breast & General Surgical	2
Cookson Devas	General Surgical Ward	2
Cookson Attenborough	Short Stay Surgical	2
Richard Ticehurst	SAU- Emergency assessment of surgical patients	2

# Print and Display in your Car



# **Medical Student**

DISPLAY THIS SLIP	Conquest and Eastbourne DGH
NO PAYMENT REQUIRED	
AUTHORISED BY (Parking Office):	Tel: 772021
E Nicholas	
Car Make / Model / Colour	REG NO:
Start Date for Student parking:	Last Date for Student parking:

# THE CAR PAKING TEAM ARE AWARE OF THIS VEHICLE

#### **Leaving ESHT**

We hope you have enjoyed your time with us and found the learning experience very worthwhile.

### But before you go

Please remember to return your student swipe cards to avoid a £10 fine.

Thank you.



We are desperately short of swipe cards.

Each card costs the Trust £10.

We have asked you to sign an agreement when you first started to say you will return your swipe cards to avoid a £10 fine.

Please remember to return your card to the Medical Education Office before you leave. Thank you.

With all our very best wishes for a happy and successful future.





QR Code to our webpage for Medical Students:



Or visit our webpage here:

www.esht.nhs.uk/medical-education/programmes/medical-students/