



UCL

**FACULTY OF MEDICAL SCIENCES
DIVISION OF MEDICINE**

MBPhD Programme

**Handbook
2019/20**

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The handbook has been designed to help you by providing you with all the relevant information regarding the MBPhD programme. If there is anything you feel is not covered by the handbook, please contact the Programme Administrator - Miss Carolyn Cohen. Please note that any rules and regulations outlined here exist in addition to UCL regulations - No information over-rides any regulation set by UCL.

KEY CONTACTS

Programme Lead

Prof Áine Burns, Consultant Nephrologist
UCL Dept of Renal Medicine, UCL Royal Free Campus
Email: aine.burns@nhs.net

Deputy Programme Lead

Prof Marcel Levi, Consultant Physician
UCLH

Administration

Carolyn Cohen
UCL Dept of Renal Medicine, Room 1/670, First Floor, UCL Royal Free Campus,
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Email: carolyn.cohen@ucl.ac.uk
(normally works Mondays, Tuesday and Wednesdays)

Student Representative

Jane Ganeshalingam
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Head of Division

Prof Robert Kleta, Professor
Division of Medicine, Rayne Building, 5 University Street, London WC1E 6JJ

PROGRAMME DESIGN

Year	Stage	
1	MBBS Year 1: Fundamentals of Clinical Science 1	
2	MBBS Year 2: Fundamentals of Clinical Science 2	
3	MBBS Year 3: Scientific Method in Depth . iBSc	
4	UCL MBBS Year 4: Integrated Clinical Care	
5	PhD Year 1	PhD Completion = 3yrs
6	PhD Year 2	
7	PhD Year 3	
8	UCL MBBS Year 5: Life Cycle	
9	UCL MBBS Year 6: Preparation for Practice	

CLINICAL TEACHING PROGRAMME

Students should record a minimum of six keeping in touch events each year. The NHS e-portfolio is for recording activity only*. The student is reminded that his/her priority is getting on with his/her PhD but that he/she will need to be Year 5 ready on return to the MBBS programme. The student-organised Journal Club is held on alternate Mondays at 8am in the Rayne building.

Prof Burns will organise bespoke 'full immersion' week(s) just prior to return to MBBS to help reacclimatize to the MBBS programme and clinical environment.

Students are encouraged to take advantage of the variety of clinical activity within UCL hospitals. A variety of clinical opportunities will be advertised on Moodle. These will include bedside teaching and shadowing. Please do turn up to anything you book! If a student wishes to attend a specific clinic, he/she should identify a consultant and ask (politely) if it is possible to join the clinic. Generally, UCL-affiliated consultants are very accommodating. A student may have to introduce himself or herself (always wear ID badge) and stick strictly to professional behavioural practices of UCL medical students.

Students are reminded that the intention is to be Year 5 MBBS ready on return to the MBBS, so keeping up with Year 4 MBBS clinical competencies is the target. Students are of course welcome to seek and organize other clinical activity if they have spare time but this should not be at the expense of their research work.

* Please note: the NHS e-portfolio is different from the PhD Research Student Log

CLINICAL TEACHING PROGRAMME TIMETABLE The following clinical activities are available to MBPhD students every week. For other activities, please see Moodle.

Regular events:

<i>Day</i>	<i>Time</i>	<i>Event & Venue</i>
Monday	0800	MB PhD journal club (alternate weeks) <i>Rayne 2nd floor seminar room or 1st Floor meeting room (please see emails)</i>
	1400	Renal OP * – Prof Burns <i>Renal Unit, 3rd Floor, RFH</i>
Tuesday	1230	UCLH morning report (optional: ideally attend 2-3 per year) <i>P2 seminar room</i>
	1400	Edgware Kidney Care Centre * Prof Burns <i>Edgware Community Hospital, Burnt Oak Broadway</i>
Wednesday	1245	Grand round (optional: ideally attend 2-3 per year) <i>Rayne 2nd floor seminar room</i>
Saturday	1000-2000	Attachment to ED Med SpR* (attend minimum 1 per year. Max 1 student per attachment) <i>Meet in UCLH A&E Majors</i>
Sunday	1000-2000	Attachment to ED Med SpR* (attend minimum 1 per year. Max 1 student per attachment) <i>Meet in UCLH A&E Majors</i>

* Attend one of Prof Burns's clinics per year. See Moodle for updates and booking.

ORGANISATION OF CLINICAL TEACHING

The fortnightly **journal club** meets on alternate Mondays, and is designed to help you develop your critical thinking and finesse your presentation skills. One of the current MBPhD students presents a clinical research paper, ideally published in the preceding 2-4 weeks, from a leading journal (such as the New England Journal of Medicine, Lancet or JAMA). The journal club is supervised by one of the consultants. The rota, links to articles, and discussion summaries are kept on the blog at <https://uclmbphdjournalclub.wordpress.com/>

The UCLH **morning report** and **journal club** are sessions run for clinicians, but which MBPhD students are welcome to attend, and have high learning value. In morning report, junior doctors will present a recent case, and talk through the diagnostic and treatment strategies, with a focus on clinical reasoning; it is also an excellent opportunity to learn about interpretation of blood tests, ECGs and x-rays. Cases in grand round tend to be more specialised, and you will learn more about the clinical rarities and cutting edge medicine here.

The **ED Med SpR** attachment is a unique opportunity to join a senior medical registrar for their shift based in the A&E department at UCLH, where you will receive 1:1 supervision and tuition. It is an unparalleled experience clerking patients as they arrive in hospital (when clinical signs are usually most pronounced, and unmodified by treatment), witnessing clinical decision making in real time, and performing practical procedures (as your competence grows). Due to the nature of the shift, only one student can attend each day, and we will email you when the rota is being constructed (usually every 2 months) and invite you to request available dates.

ATTITUDES, DRESS AND BEHAVIOUR

We expect you to behave in a professional and collegial manner towards your tutors and student colleagues. This applies equally to e-mail and social media platforms as to face-to-face interactions. Any concerns around inappropriate language or behaviour, or bullying (which may include deliberate exclusion of another student), will be taken seriously, and can lead to sanctions. We also remind you not to share any confidential information about patients (including photographs in which patients or clinical information appear) on social media or instant messenger applications.

REGULATIONS

During the approved research degree period of study, students will be governed by the UCL Research Degree Regulations and must maintain their Research Student Log <https://researchlog.grad.ucl.ac.uk/>. Upon their return to MBBS they are governed by the regulations for MBBS degrees.

Candidates **must** submit their thesis for the PhD **before** returning to the MBBS programme. The viva should be scheduled before the return to Year 5. A return to the MBBS programme will be determined by an academic review at three months prior to scheduled return to MBBS. During the PhD years, the student will be required to meet with the MBPhD Lead and another independent MBPhD representative to assure smooth progression and timely return to the MBBS.

In exceptional circumstances, if a student is unable to submit their thesis by the end of their approved period of registration, they may register as Completing Research Student Status (**CRS**) for 12 months while they write up their theses. He/ she will need to discuss with Prof Burns or her representatives in the first instance.

RESEARCH STUDENT LOG

A **Research Student Log** <https://researchlog.grad.ucl.ac.uk/> is provided by the Doctoral School for all research students to record the development of their skills and research. The log is a **mandatory** component of all UCL research degree programmes, and provides a framework for recording details related to your graduate research programme, scheduled supervisory meetings and activities concerning the development of academic and key skills. Your log will also help you to assess your progress, and plan and chart evidence of the development of academic and discipline specific skills and key skills.

ACCESS TO THE UNIVERSITY AND EMAILS

Access to the Rayne Building, 5 University Street, will be added to your UCL Access card.

All students are issued with an email account when they register at UCL, and it is UCL Policy that all communications are sent to you at your @ucl.ac.uk email address. Further details of how to manage your UCL email account and other IT matters (including information about mobile devices, printing etc) can be found at www.ucl.ac.uk/isd.

Please remember that your password automatically expires after a certain number of days, depending on the strength of the password. Warnings are sent to your UCL email address during a 30 day period. It is vitally important that you ensure your contact details are kept up to date at all times during your time at UCL. Failure to do so may mean that you miss out on important information. It is your responsibility to ensure that you keep your record updated.

STUDENT FEEDBACK AND WELFARE

The programme welcomes feedback and suggestions from students, and we are keen to enable activities where they will enrich the programme and add value. You may feedback any issues to the Programme Lead (Prof Burns) or Administrator (Carolyn Cohen), at any time. In addition, a student is nominated to the university MBPhD committee membership and normally serves for 2–3 years, and issues can also be raised via this representative.

Do bear in mind that the Programme Lead Prof Burns or the Administrator Carolyn Cohen can be contacted with any concerns. We operate an 'open door' policy and either of us is happy to meet with you if you need our help. The Student Support and Wellbeing team are also available to all UCL students: <https://www.ucl.ac.uk/students/student-support-and-wellbeing>

PERSONAL TUTOR SCHEME

UCL requires all students have access to their personal tutor throughout their study at UCL. MBPhD students will be allocated to an MBBS Personal Tutor in the normal way during MBBS Years 4, 5 and 6. During the research degree phase of the programme, students will be allocated to an MBPhD Personal Tutor. MBPhD Personal Tutors will meet with students once a term (minimum), and will take a global view of both your academic and clinical progress. It is your responsibility to make contact with them to arrange meetings.

During the PhD phase of the programme, students' research degree supervisors also act as Personal Tutors. The MBPhD Personal Tutoring Scheme works in parallel with students' regular research degree supervisor meetings and support.

EVENTS

Annual Dinner. As well as regular social events, the MBPhD Programme hosts an Annual Dinner of alumni, current students, staff and honoured individuals. This is a time to relax and celebrate achievements.

Annual Symposium. Students in their final PhD year are expected to present their research at the MBPhD Annual Symposium in January. This is a showcase symposium for the Programme. The audience includes present and past students, prospective students, supervisors, funding bodies and senior academics.

Cordwainers Prize. All students submitting a thesis in the current calendar year are eligible to apply for The Worshipful Company of Cordwainers' Prize for the Best MBPhD Thesis of the Year. The prize value is £1000.

UCL-Cambridge MBPhD Symposium. The symposium brings together the MBPhD students of UCL and Cambridge University to discuss their research through poster sessions, with the aim of fostering academic relationships. There are also a series of talks and workshops based on how to make the most of your PhD, careers after graduation, and maintaining clinical contact during the research part of the programme, to name a few.

European MD/PhD Conference www.eumdphd.com. In 2012, the 1st European MD/PhD Conference was organised at UCL. MD/PhD candidates from Sweden, Denmark, France, Switzerland, the UK, Portugal and The Netherlands attended and presented their work during poster and oral presentations. The European Conference is a unique event with representative students of MD/PharmD-PhD programs from all over Europe. After London (2012), Paris (2013), Brunnen (2014), Groningen (2015), Strasbourg (2016), and Basel (2017), the 7th European MD/Pharma-PhD Conference took place in Paris again in July 2018 and the 8th is to be held in Geneva in October 2019.

CORDWAINERS PRIZE



For The Best MBPhD Thesis of the Year

The Royal Free Hospital was founded in 1828 by William Marsden, at one time the Master of the Worshipful Company of Cordwainers. The Company

- The prize will consist of a cheque for £1000.
- The award is open only to MBPhD students at UCL.
- All students submitting a thesis in the current calendar year are eligible to apply.
- Applying students are expected to:
 1. Submit one copy of the thesis.
 2. Submit copies of papers and abstracts published, in press and submitted.
 3. Submit a one page summary of the research work, outlining the scientific contribution that has been made.
 4. Present their thesis to the selection panel in January.
- The theses will be examined by a distinguished clinical scientist panel, chosen by the MBPhD management committee.
- The thesis will be judged on the following grounds:
 1. The timeliness of its submission
 2. Its contribution to clinical science
 3. The quality of its presentation.
- The award will be made in the autumn term. The winner will be required to attend the Marsden Lecture (third Thursday in November) to receive the award. The Marsden Lecture is held in recognition of the Royal Free Hospital's founder, William Marsden and is open to the public.
- The Committee will reserve the right to make no award.

Further details of the award are available on the MBPhD website.

The honours board of previous prize winners is on display in the Cruciform Building.

USEFUL UCL CONTACTS/INFORMATION

MBPhD Programme

<https://www.ucl.ac.uk/mbphd/>

UCL Doctoral School

<http://www.grad.ucl.ac.uk/>

Code of Practice and Doctoral School Handbook:

<http://www.grad.ucl.ac.uk/essinfo/>

MBBS Online Resources

<https://www.ucl.ac.uk/medical-school/information-current-mbbs-students-and-staff>

MBPhD Moodle

<https://moodle.ucl.ac.uk/course/view.php?id=16765>

MBPhD Journal Club

<https://uclmbphdjournalclub.wordpress.com/>

The UCL Student Handbook

<https://www.ucl.ac.uk/students/>

The Student Enquiries Centre

Floor 1, Student Centre, 27-28 Gordon Square, London WC1H 0AW

<https://www.ucl.ac.uk/students/life-ucl/student-enquiries-centre>

Student Support and Wellbeing

<https://www.ucl.ac.uk/students/student-support-and-wellbeing>