
SAS Charter monitoring tool



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What is it?

This monitoring tool is designed to help NHS organisations assess their current progress in implementing the SAS Charter, identify areas requiring improvement and create an action plan

Who should complete it?

The tool should be completed by clinical directors/ SAS tutors alongside SAS doctors within each of the clinical departments. The process should be repeated regularly to track improvements and identify where further development is needed in the short, medium and long term.

How will the results be used?

The findings should be shared at local negotiating committee (LNC) meetings to make an overall assessment of the wider organisation to aid completion of the online SAS evaluation toolkit. This approach underpins the partnership ethos of the joint negotiating committee (JNC) SAS and ensures that actions have the support of the workforce.

We advise that you communicate your plans to SAS doctors throughout the process to ensure that they understand which principles are achievable in the short, medium and long term, and engage with them throughout each of the implementation stages.

Minimum conditions of employment	Completed	Further action required
Recruitment and appointment processes for SAS doctors are fair, open and effective.		
Job descriptions for SAS doctors define sessional commitments and are available at the point of application.		
SAS doctors are involved in the recruitment of other SAS doctors.		
SAS doctors are provided with a contract of employment which incorporates national terms and conditions.		
SAS doctors have an appropriate mutually agreed job plan which is specific and relevant to their role.		

Revalidation, appraisal and job planning	Completed	Further action required
Mechanisms for coding of patients ensures attribution of clinical activities to SAS doctors.		
SAS doctors have access to data on work activities to aid the revalidation process.		
SAS doctors are recognised as the responsible senior clinician in charge of patient care (where applicable).		
SAS doctors receive adequate support and training to fully participate in the annual appraisal process.		
SAS doctors have access to the necessary CPD and study leave requirements, which naturally arise from appraisal.		
SAS doctors have opportunities to become appraisers.		

Support	Completed	Further action required
SAS doctors receive an effective induction into their role and their location.		
SAS doctors are offered access to a mentor or buddy to support their professional and personal development needs.		
SAS doctors are provided with information around raising concerns and whistleblowing at their induction.		
SAS doctors receive education around the values and behaviours expected of the organisation.		
SAS doctors are supported to respectfully challenge unprofessional behaviours.		
SAS doctors have access to appropriate office accommodation and technology.		
SAS doctors have access to appropriate secretarial/ admin support.		
SAS doctors have access to pastoral support (and specialist occupational health provision).		

Development	Completed	Further action required
SAS doctors have access to a SAS tutor or lead.		
SAS doctors are provided with support and guidance relating to application for certificate of eligibility for specialist registration (CESR) should they wish to gain entry to the specialist register.		
SAS doctors who achieve CESR are recognised and acknowledged in the same way as for new certificate of completion of training (CCT) holders.		
SAS doctors are supported to undertake secondment opportunities in line with local policies.		
SAS doctors have access to funding to aid professional development.		
SAS doctors have opportunities to work autonomously in line with local policies.		

Involvement in management structures	Completed	Further action required
Senior SAS doctors are encouraged to get involved in the management of their directorates and in wider corporate duties.		
SAS doctors are invited to attend directorate meetings.		
Interested senior SAS doctors are supported to take up academic positions.		
SAS doctors are supported to take up positions as educational supervisors.		
SAS doctors have access (in the same way as other colleagues) to time off for external, civic and trade union duties.		
SAS doctors are represented on the local negotiating committee (LNC).		

Action planning – what do you need to do to improve in this area?	Short term	Medium term	Long term
Minimum conditions of employment			
Revalidation, appraisal and job planning			
Support			
Development			
Involvement in management structures			

View the charter and other resources to aid evaluation and implementation on our [website](#).