City St Georges SSCF2 (formerly Elective)

Guidance for SSCF2 Tutors and Supervisors

Aims and Overview
The purpose of the SSCF2 is for students to gain experience in a sphere of interest of their choice. It is an opportunity to broaden their experiences in anything that may be relevant to their future career in medicine. They may choose an activity or medical speciality already covered in the curriculum, or they can choose to undertake something completely different- as such, the SSCF2 is seen as an "extension activity" of the rest of the course.

The F Year SSCF2 period will be from **20th April – 12th June 2026**, after the F Year assessments. Students must complete **five weeks** of work in their chosen SSCF2.

Context of SSCF2
Students will be permitted to undertake their F Year SSCF2 (in a variety of formats, see below) wherever they choose within or outside the UK, provided that their proposal is approved by the Academic Lead, Dr Hamed Khan - hkhan@sgul.ac.uk.

We would support students who seek additional clinical placements in the SSCF2 period, including students who are required to do this for re-sit exams, or to complete WPBAs.

SSCF2 Tutors and Supervisors
Supervisors
For all clinical placements, and any other supervised activity, an **SSCF2 Supervisor** at the site of the placement is required. The role of the supervisor at the site is to oversee, supervise and assess the student during their SSCF2 and sign the Quality of Participation form (online via PebblePad).

Tutors
All students (those doing clinical placements OR non-clinical projects or placements) **are required to have an SSCF2 Tutor** who is a City St Georges academic, a clinician or academic at an associated teaching trust or GP practice, or their personal tutor. The role of the City St Georges tutor is to help the student develop learning objectives for their SSCF2 and provide advice and support with this, to help the student maximise learning potential from the SSCF2. **There is no further role for the SSCF2 tutor after the proposal is submitted.**

It is the responsibility of students to approach staff members and request if they would be willing to be their SSCF2 Tutor. They should confirm their agreement clearly and explicitly first, before entering their details on the SSCF2 Proposal Form. They have been told to not assume that their Personal Tutor or anyone else will take on this role, as they are not obliged to.

For SSCF2s requiring a supervisor, the City St Georges SSCF2 Tutor and SSCF2 Supervisor could be the same person, if they feel that they are able to fulfil both roles. It is the responsibility of students to discuss and request if they would be willing to take on these roles.

Teaching diary hours allocation
SSCF2 Tutors: 2 hours

SSCF2 Supervisors: 2 hours per week. Therefore if you supervise an SSCF2 student for all 5 weeks of their placement, you can enter 10 hours in your teaching diary for this. If you are the supervisor for 2 weeks out of their 5-week placement (e.g. if your student is spending 3 of their allocated weeks doing something else) you should enter 4 hours.

QoP (Quality of Participation) sign-off
The SSCF2 Supervisor is required to complete the QoP form, to confirm that the student completed their SSCF2 placement satisfactorily.

The QoP form is a short 'sign-off' similar to that which students are required to complete after clinical placements. It should be completed by the SSCF2 Supervisor, or a senior member of the team designated by the supervisor via our online assessment platform PebblePad.

Important Dates and Submission Deadlines

- Date of SSCF2: **20th April – 12th June 2026**,
- SSCF2 proposal form submission deadlines:
    - Overseas SSC-FY2s: **22nd December 2025**
    - UK based SSC-FY2s: **13th February 2026**
- QOP / Learning Diary submission deadline: **19th June 2025**

Learning Outcomes

Students must devise at least two learning outcomes for their proposed SSCF2. A learning outcome specifies an intended learning activity that will be achieved by the end of the SSCF2. Learning outcomes should be written in the future tense with an explicit statement of proposed achievement.

Learning outcomes should adhere to the S.M.A.R.T. principles:

- S – Specific: Say exactly what activity will be achieved
- M – Measurable: Be observed at the end of the SSCF2
- A – Attainable: Describe an activity that is achievable by the student
- R – Relevant: Describe an appropriate activity for the student in their final year, whilst relevant to the specific SSCF2 location
- T – Time frame: Ensure the activity is achievable within the time frame of the SSCF2.

SSCF2 Activities and Content

Students undertaking their SSCF2 overseas are only allowed to do clinical placements.

Students undertaking their SSCF2 in the UK may do clinical placements, or may participate in any other activity that is potentially relevant to their future career in medicine – such as (but not restricted to) learning British Sign Language, learning how to code, completing online educational CPD courses, self-directed literature reviews, Quality Improvement Projects (QIP), audits, writing articles for publication, submitting abstracts for presentation, workshops, seminars, experience in the voluntary/private sector/vulnerable people (e.g. homeless or those with drug and substance misuse problems), work with a PCN or the BMA, or any other activity that would benefit their learning. They may also choose to do activities that involve creating educational content or health promotion videos or creating and/or delivering teaching-although this must have supervision from a suitable senior academic with insight into the City St Georges curriculum, and any content created must be freely available for City St Georges students – and must not be for a private company.

Research and data policy

Most students do not participate in research during their SSCF2. If the student intends to undertake or participate in research, they should contact the SSCF2 Lead Dr Hamed Khan (hkhan@sgul.ac.uk) to discuss further before submitting their proposal. There is a student & NHS data policy, which both supervisors and students should read:

https://www.sgul.ac.uk/about/governance/policies/student-handling-nhs-data-policy   (Sections 5-6 are especially important)

https://www.sgul.ac.uk/about/governance/policies/research-data-management

It is also be noted that for any student research/audit project- including those involving NHS data- responsibility lies firmly with the project supervisor to oversee this (and not the students' SSCF2 tutor, personal tutor, or any other member of faculty)

Thank you very much for your help and for considering the possibility of taking on a student for their SSCF2 placement. If you have any questions or queries, please feel free to email Dr Hamed Khan (SSCF2 Lead) at hkhan@sgul.ac.uk or the SSCF2 Administrative Team via MBBS_FYear@sgul.ac.uk.