

## Absence of GP Trainers from practice

### INTRODUCTION

GP Trainers play a critical role in clinical and educational supervision of GP Specialty Registrars (GP StRs) thereby ensuring patient safety. The current GP Training Standards emphasise the need to ensure continuity of supervision in the absence of the GP Trainer. For planned absence, such as annual leave, arrangements should be put in place to ensure continuation of education activities.

### UNPLANNED ABSENCE

Unplanned absence of a GP StR's Trainer would have variable consequences depending on the nature of the training practice and contingency plans need to reflect this. Absence of GP Trainers for more than two weeks should be communicated to the locality training programme (except for single handed practices where the unplanned absence of the Trainer should be notified immediately).

#### **Multiple Trainer practice**

It is expected that the remaining Trainer(s) in the practice would provide appropriate clinical / educational supervision and educational activities in the short to medium term (up to four months). The practice would continue to receive the training grants commensurate with the number of GP StRs supported. Longer term absence may mean that the number of GP StRs that the practice can support may need to be reviewed.

#### **Single Trainer / multiple doctor practices**

In the absence of the GP Trainer, for up to four weeks, the remaining doctors in the practice would be expected to continue to provide continuing clinical supervision / debriefs. The normal training grant would continue to be paid.

For periods of absence greater than four weeks, then Programme Directors may need to nominate an external GP Trainer would take over educational supervision and administering workplace based assessments – this would be particularly important if the absence coincided with a formal educational supervisor review / report. It may be necessary to move the GP StR(s) to another training practice. The allocation of the training grant may need to be negotiated or re-directed. A new educational supervisor payment will be paid to a new educational supervisor, who may be working in the new practice, or in some circumstances be another educator, such as a PD. This needs to be agreed by the HoA, application coming through the patch APD.

#### **Single Trainer / single handed practice**

Programme Directors will need to intervene at an early stage to determine whether any locum cover can provide adequate clinical supervision. However it is likely that for absence of more than two weeks it will be necessary to move the GP StR to another training practice. The training grant would cease to be paid to the practice on removal of the GP StR and re-directed to the new practice. A new educational supervisor payment will be paid to a new educational supervisor, who may be working in the new practice, or in some circumstances be another educator, such as a PD. This needs to be agreed by the HoA, application coming through the patch APD.

## **PROGRAMME DIRECTORS**

In some circumstances, the GP Trainer will also be the Programme Director. In such circumstances, another Programme Director in the locality or the 'patch' Associate Postgraduate Dean will need to take responsibility to ensure satisfactory arrangements have been made.

The absence of Programme Directors from their duties for more than two weeks should be communicated to the local patch APD.