Less than Full-time Training

Frequently Asked Questions

Returning to medicine after a career break
Individuals who have been out of medicine and wish to explore a return to practice are encouraged to read the guidance and support on our website. All doctors have a professional duty to ensure that they are safe to return to practice and therefore must identify and address issues arising from absence and help set in place necessary processes to support them to update their skills and knowledge. This might include supernumerary placements or working less than full time initially.

What about courses?
As a LTFT trainee you still have to complete all the courses that a full timer has to do in your allotted time, in order to achieve the required Work Placed Based Assessment (WPBA) competencies for the specialty. These are not completed on a pro rata rate.

Can I take time off in lieu?
The programme for a LTFT trainee should contain the same educational elements as a full time trainee. If a training day occurs on the same day each week or month, LTFT trainees are advised to have this day as one of their working days. For example, in Core Psychiatry the regional teaching is held on a Thursday where all LTFT trainees will be expected to have a Thursday as a working day, in Paediatrics Tuesday is the regional teaching day.

Time recouped in lieu of work out of contracted hours is normally possible. For example, if a LTFT trainee who works Monday, Tuesday and Wednesday attends a training day on a Friday, they should be able to claim a day in lieu of study leave. It would be important however to seek out local arrangements with your contractual employer on such matters in the first instance.

What if my partner wishes to apply for LTFT?
When life partners request LTFT training, this should be made clear on the application form. Eligibility will be determined in accordance with national criteria. The case to support both partners training on a LTFT basis will need to be made to the Associate Dean for LTFT who will have the final decision.

I am on a Tier 2 visa, can I train LTFT?
Provided you meet the eligibility criteria, it is possible to train LTFT. However, reducing your hours will mean a drop in salary and this could impact on your ability to work on a Tier 2 visa. If you are applying for a new visa, you must ensure that your salary meets the minimum requirements. If you already hold a Tier 2 visa, you will not have to comply with new minimum salary regulations. We would encourage you to check with the borders agency and HEE’s Tier 2 visa office in HEE West Midlands.

I am on a Tier 4 visa, can I train LTFT?
If you are currently on or are considering applying for a Tier 4 visa and wish to train LTFT, you will not be eligible and will subsequently need to apply for a Tier 2 visa instead.

How far in advance should I apply?
Applicants should apply to HEE WX with no less than 12 weeks’ notice of their proposed LTFT start date; this is in order to comply with the Code of Practice. You must receive written confirmation of stage 1 and 2 (or stage 3 if you are renewing) before you begin to train LTFT. Please note that it may not be possible to accommodate your proposed LTFT training plan straight away.
We would recommend trainees apply 6 months prior to their planned start date of LTFT to ensure all forms and educational plans are in place with plenty of time and notice to employers.

**Calculation of CCT dates**
Individual doctors are encouraged to monitor any changes in CCT date related to % time in training and period of leave. This should be confirmed with the relevant Programme Manager.