Wessex Guidelines for All ST1 and ST2 GP practice slots

In August 2008 the Wessex Deanery introduced new three year vocational training rotations containing 18 months in General Practice as required by the RCGP and PMETB training regulations.

In both the South West SHA (Dorset and Salisbury) and South Central SHA (Hants and IOW) the following principles will apply to all Wessex Deanery appointees whose ST1/2 GP slot employment contact will be held by the GP Training Practice.

Transition of 2007 posts

- The first two years (ST1 and ST2) contain a six month GP/ST slot in place of one of the traditional hospital ST slots for all GP training programmes. Although some rotations that started in 2007 may still contain four month slots these will fall under the RCGP Transitional Arrangements or may have already been altered to have a total of 18 months GP training.

- Please contact the Programme Organisers for guidance if you have any concerns.

- Programmes (Article 10 CCT) starting in 2007 are usually exempt from the requirement to have a full 18 months GPR and the RCGP has been notified in writing already were necessary, a copy should have gone to all Trainees.

- Article 11 (CEGPR) training applications will be treated under current regulations at the time of application for certification, Trainee’s need to discuss their programme with the Patch teams urgently.

Difference of ST3/GPStR post

- The ST1/2 GP slots should be regarded as separate from the 3rd year GPR post, even where the GP/ST slot is in the final six months of Year 2 and even if the trainee stays in the same practice.

- The aim of these GP/ST slots is to enhance the GP learning and provide the opportunity for a wider range of experience in GP training and is not simply to be just further ST3/GPR experience.

- This will require separate contracts of employment to be issued for each of the types of posts, as different roles, responsibilities, OOH requirements and training will be taking place in the ST1/2 GP slots compared to the standard GPR/ST3 year (to be confirmed).

Maternity Pay

- It is important to note that there are a number of differences in the NHS regulations concerning the Terms & Conditions of a Hospital Trust trainee from that of a trainee employed in a GP practice.
One area of significant difference specifically relates to the regulations around the maternity leave Qualifying Date and can significantly affect the trainee’s leave and pay.

Please make certain that this is notified to all doctors in training and if in doubt they should seek further advice either from yourselves or the BMA.

Contract and Pay

- Visas and Immigration, must be in date and renewed as appropriate (please speak to the Deanery ASAP if this is an issue)
- The GP/ST contract should be held by the GP training practice and payment will be through the normal local PCT arrangements for the six months, therefore the practice will be the employer.
- The pay will be based on the new pay levels, issued April 2008 (Pay Circular (M&D) 3/2008) and their level determined by the trainee’s seniority on the pay scale. For the majority of them this will be at the StR 00 or StR 01 pay point.
- The Banding supplement will be set at 50% (all Wessex trainees) for August 2008 starts and is likely to be reduced again to a lower rate in August 2009 as determined by the Doctors and Dentists Review Body (DDRB).
- It is currently proposed that the ST3/GPR year will require a new contract of employment to be issued. This is due to the different roles, responsibilities, OOH requirements and training which will be taking place in the ST1/2 GP slots compared to the standard GPR/ST3 year (possibly subject to further advice from BMA)

StR 03 pay grade

- Contract Terms and Conditions for the StR 03 pay point trainees differ. Holiday leave for a trainee on the StR 00-02 pay points on the scale remains at 25 days (or pro-rata of a full time 12 month post). This is increased for all StR 03 pay grades to 30 days.
- The seniority grade of each trainee and prior ST training needs to be appropriate for pay and conditions throughout their schemes regardless of the label applied to their posts and position on the GP rotation (see table above).
- The extra holiday leave (30 days instead of 25) is for the StR 03 pay grade trainees and not ST3 "posts"
- i.e. normal progression

  Foundation 1 = F1 pay scale point  
  Foundation 2 = F2 pay scale point  
  ST1 post = StR 00 pay scale & 25 days annual leave  
  ST2 post = SrR 01 pay scale & 25 days annual leave  
  ST3 post = StR 02 pay scale & 25 days annual leave (ie most GPR’s)  
  ST4 post = StR 03 pay scale & 30 days annual leave

- But a trainee may enter a training ST1 post with a higher pay grade point i.e. paid at StR 02 pay point in ST1 post and then qualify on their increment date when moving to StR 03 pay grade for longer holiday leave regardless of the post designation (ST1 or 2 or 3).

Additional Requirements (Medical Insurance, CRB, Medical Performers list)

- Medical Defense subscriptions will need to be paid for the limited time in General Practice. It is unnecessary to pay for a full three years as the trainee will be covered by the hospital indemnity scheme when they are in the hospital based ST1/2 remaining slots. The PCT will only reimburse payment for the six month cover and for the final ST3/GPR year.

- An enhanced CRB check is required and the doctor must have applied for this prior to commencing in post, otherwise training may not be allowed to commence.

- The enhanced CRB check undertaken by a hospital Trust may be valid and therefore may not need to be repeated; please can the Patch Educational offices clarified with this the PCT first and inform their Training Practices, don’t assume it can carry over between slots or is in date.

- An application must be made to go on to the Medical Performers’ list before starting in post for the duration of the GP/ST attachment, there is an 8 week grace period once started to get this sorted.

- It is important to make certain that the enhanced CRB and Medical Performers List are still valid at the commencement of the ST3 training year and that they have not lapsed. Failure to have in-date enhanced CRB check or inclusion on the Medical Performers List may result in suspension of the training programme.

- Smart Cards will be required for use on the NHS network etc.

Trainers Grant

- Trainers will be paid the pro-rata trainer’s grant for a six months placement.
The PAY 1 forms activate the payment of the Trainers grant and also need to indicate the pay point (StR 00/01/02/03) of the trainee’s pay scale. Please use the new ones available from the website.

The Educational Supervision payment of £500 is for supervising the ST1/2 hospital based post and cannot be paid at the same time as a trainer grant is paid to the Educational Supervisor for a GP/ST placement. Therefore, when the trainee is attached to the practice of their Educational Supervisor, payment will be reduced to £250 for that 12 months (or pro-rata), as double payment cannot be made for the same role in NHS regulations.

**Occupational Health**

- Occupational Health checks will be required before commencing in the GP/ST post. It may be acceptable to use a hospital Trust Occupational Health with the PCT and practice and also how long this is valid for; please can the Patch Office confirm local procedures and inform their practices.

- If difficulties are encountered, the Occupational Health check may need to be arranged locally with the PCT, or if it is not possible locally can be undertaken by the Deanery at Winchester for the GP/ST slot.

- Each Patch Office needs to clarify local arrangements or whether the Deanery needs to arrange Occupational Health checks.

**Extended Hours**

- Each practice must clearly define the working week in the (BMA) contract as this may vary from practice to practice and will include Extended Hours as part of the normal working hours.

- Variation of existing signed contracts can only be made by mutual agreement of both the Trainee and Training Practice.

- The GPStR will be expected to have had experience and training in all aspects of GP care and provision, this will include some experience of the new “Extended Hours” surgeries but all training must continue to comply with the European Working time Directive.

**On-Call or Out of Hours**

- Out of Hours training should be incorporated into the GP/ST programme as determined by a learning plan agreed with the Educational Supervisor. This out of hours experience may occur in any primary care setting or as part of an additional identified learning need in a suitable hospital supervised setting.

- All GP/ST1 and GP/ST2 trainees are required to do one session per month and only in a supervised capacity in a six month period.
To record that this is completed: this should be documented as a learning log entry for each session on the e-portfolio. The clinical supervisor should sign off each session in the workbook.

The out of hours experience undertaken during the ST1/ST2 GP slots will not count towards the out of hours ST3/GPR training experience required by PMETB and the RCGP. This remains 72 hours within the Wessex Deanery (please see separate out of hours’ guidance document (LINK)).

Additional Training Opportunities

- The GP/ST training post should be used as an opportunity to meet the identified individual learning needs of each trainee, particularly where there are deficiencies in their programme in key specialties such as Obs and Gynae, Paediatrics etc.

Structured Educational Sessions

- Please see separate document on Educational sessions, study leave and the working week.

Registration for the nMRCGP

- Registration with RCGP for e-portfolio and the nMRCGP (Form R) should be completed and submitted to the Deanery before commencement of any training posts.

- There will be a grace period of four weeks to allow for completion of nMRCGP registration after which the trainee will be required to offer a suitable explanation to the Patch Associate Director.

- Failure to register may result in suspension of the trainee from their programme.

Dr Richard Weaver
Head of School of General Practice
Wessex Deanery

February 2009

| Rotation = 3 full years GP approved training programme (18m based in hospital trusts and 18m in a split GPR post) |
| Post = 12m ST hospital specialty post approved for GP training |
| Slot = 6 month placement by GP trainee in ST post |
| Session = 4 hours |