Out of Hours Training in ST3 GPStR Attachments 2014

Please read the full OOH guidance on the Deanery website

1. GP Trainees in their ST3/GPStR training attachments should have experience of training in the GP Emergency “Out of Hours Services”.

2. The relevant RCGP Curriculum objectives are on the OOH web page

3. Sessions during the ST1/2 GP part of training will not count towards the ST3/GPStR post requirements.

4. Trainees are required to undertake at least one session every month and to have completed a minimum of at least 12 sessions during their GPStR ST3 year (see the BMA Contract).

5. All GPStR ST3 trainees are required to have completed at least 72 hours experience (see the BMA Contract) by the end of their 12 month GP attachment (pro-rata for different time periods and in Less Than Full Time Training posts).

6. This Out of Hours experience should be documented in the learning plan with your GP Educational Supervisor, usually your GP Trainer.

7. Sessions for the purposes of learning should normally be no longer than 6 hours. This may not always be possible in some attachments and should be clearly explained in the Learning Log Entry.

8. Where a session is longer than 6 hours in length this time will not normally be accepted towards “educational credit” without clear evidence in the Learning Log entry as to what additional learning has occurred.

9. It is expected that the trainee will normally have a balanced experience across all aspects of OOH areas or services (i.e. Telephone Triage, Clinics and Home visiting.

10. These experiences must be documented in the e-portfolio as part of the learning process and will be subject to ARCP review.

11. “Out of Hours” is defined as that training or experience undertaken between 18.30-08.00 Monday to Friday, weekends and Bank holidays and does not include “Extended Hours Surgeries”.

12. The number of hours worked per day or week needs to comply with the European Working Time Regulations.

13. Trainees who are unable to meet with the above requirements or who are having difficulty organising sessions should review this with their Educational Supervisor and inform their Programme Director as soon as possible.

14. Any variation with the above guidance must be discussed and agreed with the Patch Associate Dean or Programme Director and documented in the e-portfolio.
15. All OOH sessions must be written up as reflective Learning Log entries. A scanned image of the ST3 OOH record sheet, showing your name and signed by the session supervisor, must be attached to the Learning Log entry.

16. Learning Log entries should include a “running Log” of the session length and total completed in the title line (e.g. Session = 4 hours total 24/72 hours).

17. The Deanery OOH record form acts as the legal record and log of hours worked and will be subjected to probity checks and must be signed by your Session supervisor.

   Failure to fully document these sessions appropriately may lead to referral to the NHS Counter Fraud service.

18. The ARCP panel requires the Trainee to complete and scan into the e-portfolio the completed “Summary Log” of OOH worked for each GP Placement, failure to do so may result in a delay in obtaining the CCT or a Satisfactory ARCP.

19. Out of hours experience undertaken during the ST1 and ST2 GP slots will not count towards the expected minimum out of hours ST3/GPStR (72 hours) experience required by the Training Guidance published by COGPED, RCGP and the GMC.

20. GP Trainees are responsible for organising their own sessions with the OOH services and should ensure that the required number of hours are achieved commensurate with the duration of the GP component of their training programme.

21. The GP Trainer or Educational Supervisor should facilitate and monitor the booking of out-of-hours sessions, though it remains the responsibility of the Trainee to organise them.

22. The GP Trainer should give feedback and validate the competencies of the OOH sessions in the e-portfolio.

23. Any outstanding OOHs experience not undertaken in ST1/2 will need to be performed in GP ST3 year. The deficit is added onto the 72 hours of ST3 OOH requirement. These outstanding ST1/2 hours should be in the “Appropriate Learning situations” as defined above, even though they are being performed in ST3. However the 72 hours of ST3 OOHs must be within appropriate medical GP OOH sessions.

24. There must be no extra financial gains from OOH experience (e.g. qualified paramedic doing a shift or working in ED OOH as a locum)

RDW July 2014