

Primary Care SuppoRTT (return to training) in the south west

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Returning to training

“Trainees may take time out of training for several different reasons and for varying lengths of time. Health Education England understands that regardless of the reason, returning to training can be a difficult and stressful time for a trainee. If this is you, be reassured that you are not on your own; Health Education England and your SuppoRTT team are here to help.

Did you know that there is a regional [Supported Return to Training Guidance document](#)? If you have been absent for a period of 3 months or over, it is strongly recommended that you follow it. It has been designed to be flexible and to consider the differing nature and length of absence, as well as the specialty and stage of your training. This will help to ensure that you can safely return and practise within your training programme.”

Whilst on leave

- Upcoming courses, peer groups and events are posted in [SuppoRTT webinars and courses](#).
- Sign up for [GP SuppoRTT virtual group](#)
- Useful resources and links are also included in the [SuppoRTT Guide for Primary Care GP Trainees in the South West](#)
- Complete [online form for SuppoRTT](#) if you’ve not already done one for this period of absence. This ensures that your details will be registered for the right SuppoRTT champion and allows you to sign up for buddy scheme if you’d like to be part of this.

Checklist

Before you go on leave

- ☐ Please try and inform your patch admin team as early as possible. Please complete a change form of circumstances form; [Peninsula form](#) / [Severn form](#)
- ☐ You also need to inform medical staffing in your [lead employer trust](#)
- ☐ Arrange to meet your Educational Supervisor (ES) to discuss concerns and decide on what actions may be useful during leave or return [see ES factsheet for more info](#), may include:
 - ☐ Coaching and mentorship ([see links below](#))
 - ☐ Networking events (such as [virtual GP SuppoRTT group](#))
 - ☐ Keeping in Touch (KIT days)
 - ☐ Refresher courses and updates (see [resources below](#) for links)
 - ☐ Period of enhanced supervision

Before returning to work

- ☐ Contact your patch admin team at least 12 weeks in advance and complete another change form; [Peninsula form](#) / [Severn form](#). This form will also be sent to the School of Primary Care admin team where they can make the necessary changes to your e-portfolio/ determine when your next ARCP will be.
- ☐ Contact your practice manager (in GP) or rota coordinator if in a hospital post, so they are aware of your return date.
- ☐ Contact Medical staffing in [lead employer trust](#)
- ☐ Contact your Educational Supervisor if returning to GP, and your Clinical Supervisor for the post you are returning to if a hospital placement to organise a meeting and agree a return to work plan use the [factsheet for supervisors information](#) as a guide for the meeting
- ☐ Contact your TPD to let them know you are returning to work

After returning to work

- ☐ Contact your Educational Supervisor if returning to GP, and your Clinical Supervisor for the post you are returning to if a hospital placement use the [factsheet for educational supervisor guide](#) to help with the meeting

RESOURCES

SuppoRTT (return to training)

SuppoRTT Peninsula Website -

<https://peninsuladeanery.nhs.uk/about-us/supportt-2/>

SuppoRTT champion for primary care

Peninsula and Severn - Dr. Tim Davis - tim.davis5@nhs.net

Trust SuppoRTT champions are in post for each hospital trust and can help when returning to a hospital placement

- [Peninsula and Severn Trust SuppoRTT champions](#)

HR department contact details

Peninsula Lead employers

- Cornwall: Rch-tr.juniordoctors@nhs.net
- Exeter: rduh.medicalstaffing@nhs.net / rduh.medicalstaffingcommunity@nhs.net
- Plymouth: Janine.burkett@nhs.net / plh-tr.medicsrostering@nhs.net
- Torbay: sdhct.medicalhr@nhs.net
- North Devon: ndht.juniordoctoradmin@nhs.net

Severn Lead Employer

- Gloucester (for all trainees): ghn-tr.gptrainee@nhs.net

Less than full time application information

- Peninsula:
<http://www.peninsuladeanery.nhs.uk/about-us/policies-and-guidelines/less-than-full-time-working-policy/>
- Severn:
<http://primarycare.severndeanery.nhs.uk/about-us/less-than-full-time-working-policy/>

Timetable planner

- This is an interactive planner you can use to plan your week and then share with your supervisor to discuss how your return to training could work. It uses colour coding for the types of work, clinical, admin and education and calculates totals hours used across whatever pattern you enter. Please double check any hours entered as no tool is ever 100% accurate!
-  GP timetable planner
- There are examples of how your week and rota can be worked on the less than full time training rota on Wessex website - [Possible New GP Training Rotas](#). This includes rotas working 80% across 3 days, using longer days.

GP Patch area links

Peninsula GP Patches

Cornwall - <https://gp-training.hee.nhs.uk/cornwall/>
Plymouth - <https://gp-training.hee.nhs.uk/plymouth/>
Torbay - <https://gp-training.hee.nhs.uk/torbay/>
Exeter - <https://gp-training.hee.nhs.uk/exeter/>
North Devon - <https://gp-training.hee.nhs.uk/northdevon/>

Severn GP Patches

Bristol - <https://gp-training.hee.nhs.uk/bristol/>
Gloucester - <https://gp-training.hee.nhs.uk/gloucestershire/>
Bath - <http://www.bathgptraining.co.uk>
Swindon - <https://gp-training.hee.nhs.uk/swindon/>
Somerset - <https://gp-training.hee.nhs.uk/somerset/>

SuppoRTT courses

- Virtual and face to face courses across the region available to all SuppoRTT eligible doctors in training
<https://www.peninsuladeanery.nhs.uk/about-us/supportt-2/show/supportt-courses>

GP SuppoRTT virtual Group

- Meets usually on the last Wednesday of each month on teams. It provides a chance to meet with colleagues and talk through anything you would like related to helping plan and make your return to training better.
- If you would like to take part please [sign up for the GP SuppoRTT virtual group](#) so that you can have the Teams link shared with you.

Mandatory training updates (BLS, child protection lvl 1 &2 etc)

- Online training is available using your nhs e-lfh (e-learning for health) account at: <https://portal.e-lfh.org.uk/Component/Details/458587>
- Each patch and trust will have training as well see individual trust/patch websites for dates.

Covid-19 Returners information and webinar series

Nationally managed and crowdsourced excellent information for trainees returning during covid including courses, recorded sessions and updates.

- <https://bit.ly/covid-returners>

Shielding trainees information

Further details on shielding suppoRTT groups and courses available at:-

- <https://peninsuladeanery.nhs.uk/about-us/supportt-2/show/shielding-trainees>

International Medical Graduate information

Information on working in the UK, how the NHS works

- <https://www.severndeanery.nhs.uk/about-us/international-medical-graduates/> Support to Prevent Extension (SPEX) programme

This is a highly successful, evidence-based intervention to help trainees pass the CSA/RCA exam, based on the award-winning HEE North West Support on Extension Programme.

- [Peninsula SPEX information](#)
- [Severn SPEX information](#)

GP self test

This is a free to use tool that tests knowledge and can be a good way to identify possible knowledge gaps:

- <https://elearning.rcgp.org.uk/course/index.php?categoryid=56>

Coaching

Coaching is available for all SuppoRTT trainees and you are entitled to 6 fully funded sessions. Your educational supervisor can complete the referral by following the link [SuppoRTT return to training coaching referral form](#). If you have difficulty accessing your education supervisor your SuppoRTT champion can do the referral instead. The coach will then make direct contact.

BMA maternity leave calculation guidance

- https://docs.google.com/document/d/1QEWnHPnn2zA-qvDhy7-xlqITNlw7w5f4DSG01JGOB_o/edit?tab=t.0

Clinical GP update courses

All GP trainees are entitled to apply to study budget for access to courses which include General update courses such as the “hot topics” course. Currently this also includes the “[Red Whale Unlimited](#)” courses as 1 per trainee during training, which allows access to a range of courses online.

Check the most recent guidance below:

- Severn study leave guidance
<https://primarycare.severn deanery.nhs.uk/training/trainees/hesw-gp-study-leave-guidance/>
- Peninsula study leave guidance
<https://primarycare.peninsuladeanery.nhs.uk/about-us/gp-specialty-trainees/hee-sw-gp-study-leave-guidance/>

RCGP one day courses

- These are now free to access for RCGP members
- <https://www.rcgp.org.uk/learning-resources/courses-and-events/one-day-essentials>
- Please note when you go to access them you will need to register for a ticket and make sure you are logged in on your account, then it should show as free on the checkout after

entering your details. Once you have been registered you will need to go back to the elearning webpage or check your emails for direct link to access your course.

Local education Provider Organisation (EPOs)

These groups provide education events locally but also are available for those who can travel from across the region covering a range of topics for GP.

- Bath <https://www.bathgped.co.uk/>
- Bristol and Avon area Avon Health Education – Avon Local Medical Committee (<https://avonlmc.co.uk/training/avon-health-education/>)
- Gloucestershire <https://www.ggpets.org.uk/>
- Somerset <https://www.somersetgpeducationtrust.co.uk/>
- Swindon - <https://swindoneducationtrust.co.uk/gp-training/>

Training Hubs

These are organisations that provide education for primary care professionals including GPs, nurses and wider members of the team. They often have a range of events and post CCT support available including fellowships or similar. Anything requiring funding would need a prior study leave approval so please check carefully the guidance for your region.

- Devon <https://devontraininghub.co.uk/events>
- Cornwall <https://kernowhealthcic.org.uk/cornwall-training-hub/courses/>
- Somerset <https://www.somersetgpeducationtrust.co.uk/events>
- BNSSG <https://www.bnssgtraininghub.com/whats-on/>
- Bath, North East Somerset, Swindon and Wiltshire <https://bswtraininghub.nhs.uk/training-calendar/>
- Gloucester <https://glosprimarycare.co.uk/cpd-training>

Glossary of terms

ES - Educational Supervisor

TPD - Training Programme Director

VTS - Vocational Training Scheme

Elfh - Electronic learning for health