**The Scotland Deanery – Prospective ES/New GP Training Practice TPD Meeting**

**ES / Practice Manager to complete coloured areas in advance and send to TPD before the meeting.**

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| **Practice Information** | | *Yellow shaded areas to be completed by prospective ES/practice* | |
| Name of Practice | |  | |
| Health Board Number | |  | |
| Address | |  | |
| Telephone number | |  | |
| Date of Meeting | | | Click or tap to enter a date. |
| TPD Name | |  | |
| Training Programme | |  | |
| **New Training Practice Discussion** | | | **Yes or No** |
| **New Educational Supervisor Discission only**  **(If yes go to section 2)** | | | **Yes or No** |
| **Section 1** | | | |
| Practice Manager | |  | |
| Practice manager’s E-mail address | |  | |
| Other training currently undertaken in the practice | Foundation Training | | Yes, No or New Application |
| GP Retainer scheme | | Yes, No or New Application |
| Undergraduate teaching | | **Yes or No** |
| Other learners supported in the practice |  | | |
| Practice list size | | |  |
| Describe the practice and patient demographics. These might include split site, branch surgery, degree of deprivation, rurality, nursing homes etc. |  | | |
| List any proposed significant changes in the practice e.g., partners, premises, staff |  | | |
| Is the practice in dispute with the Health Board over any issues (e.g., property, contractual) which may have an impact on the delivery of GP Training? | | | **Yes or No** |
| **Doctors in the practice and sessional commitment** | | | |
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| Are any doctors currently working in the practice under GMC imposed conditions or restrictions on their license to practice? | | **Yes or No** | |
| Motivation to become a Training Practice |  | | |
| **Discussion Items -** *discussion with potential ESs, other doctors and practice manager* | | | |
| Whole practice engagement/commitment | | |  |
| Appropriate timing | | |  |
| Stability of partnership | | |  |
| Educational ethos/activities | | |  |
| Premises/space for trainees (ST1 and 3) | | |  |
| Awareness/understanding of GPST Training Programme | | |  |
| Workload implications | | |  |
| Time provision for ES training activity | | |  |
| **Discussion Summary** | | | |
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| **Section 2** | | | | |
| **Prospective ES application** | |  | | |
| Name of Prospective ES/s | |  | GMC No |  |
|  | GMC No |  |
| E-mail address/s | |  | | |
|  | | |
| Practice Training succession plans |  | | | |
| Motivation to become an ES/previous training involvement |  | | | |

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| Own experience as a Trainee | |  | |
| **Discussion Items** | | | |
| Role in practice – partner/salaried/if other state: | | | Choose an item. |
| Sessional commitment (4 minimum) | | |  |
| 2 years post CCT | | |  |
| Time in practice (years) | | |  |
| Support from practice/colleagues | | | **Yes or No** |
| FDA Trainers Workshop Course discussion | | |  |
| Other educational experience | | |  |
| Need for pre-course E&D Training | | |  |
| **Discussion Summary** | | | |
|  | | | |
| **TPD Supports Application –** *if not discuss with AD before submission*  *If yes send to QM team.* | | | **Yes or AD discussion** |
| **GPTEC Priority** | | | |
| **pES Name** |  | | |
| Priority 1 – New Training Practice / Single ES in Practice  Priority 2 - Currently 2 ESs in practice but impending retirement/resignation  Priority 3 – 2 or more ESs in practice | | | Choose an item. |
| **pES Name** |  | | |
| Priority 1 – New Training Practice / Single ES in Practice  Priority 2 - Currently 2 ESs in practice but impending retirement/resignation  Priority 3 – 2 or more ESs in practice | | | Choose an item. |

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| Assistant Director Discussion Summary (if required) | | |
| Assistant Director Name |  | |
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| Application Supported at this stage | | **Yes or No** |

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| **Send completed form to:** | | |
| East/North/South-East Regions | Jeni Gierz | EastGPVisits@nes.scot.nhs.uk |
| West Region | Janice Jenkins | WestGP.Visits@nes.scot.nhs.uk |