

CRITERIA FOR THE APPROVAL AND RE-APPROVAL FOR THE RETAINER SCHEME PRACTICES IN NORTHERN IRELAND

The Retainer Scheme Practice

The Retainer Scheme Practice if not already a training practice should meet the same standard as a training practice or be working towards this over a timescale agreed by the General Practice Committee of NIMDTA.

Minimum Criteria for Retainer Scheme Practice

1. The practice should be well organised.
2. The premises should be of a high standard and at least as good as the average in that locality. There should be an adequate number of consulting rooms to ensure that the Retainee is able to consult at the same time as the clinical supervisor.
3. The Retainee should be treated as an integral member of the Practice team and attend practice meetings as often as possible.
4. Appropriate medical records must contain easily discernable drug therapy lists for patients on long-term therapy.
5. All medical records must have summaries of significant medical problems. There must be clear and effective systems for updating summaries.
6. The practice should provide computer terminals in all consulting rooms and the use of the computer should be integrated in to the consultation. Practices should have E-mail and Internet access.
7. Diagnostic Registers should be used in the practice, demonstrated by QoF data.
8. The practice should use a prescribing formulary and be involved in monitoring repeat prescriptions. This can be measured by audits in major prescribing areas. One audit of prescribing in a major area must have been completed in the last year.
9. The consultation time should be such as to allow optimal consulting which would for the Retainer Doctor normally not be less than 10 minutes.

10. If the Retainer Doctor is to undertake home visits, a properly equipped medical bag should be provided if necessary. Maintaining drugs and equipment in the bag is the responsibility of the Retainee.
11. The educational supervisor for the Retainer Scheme doctor should be a performer working regular sessions within the practice. He/She should be able to provide experience of all modern general practice including maternity care, family planning, procedure surveillance, preventative medical care, general practice computing and medical audit. The practice should participate in a wide range of chronic disease management and health promotion. Current NES DES and LES activity should be demonstrated.
12. The educational supervisor should have attended or be prepared to attend a Learning and Teaching in General Practice course organised by the Northern Ireland Medical and Dental Training Agency or equivalent.
13. A new Retainee must go through an adequate induction programme.
14. The educational supervisor should maintain good clinical standards and be prepared for assessment by his/her peers. He/She should be able to demonstrate rising standards of clinical care within the practice by means of audit, practice reports, annual appraisal and other means. He/She should demonstrate continuing commitment to training and education.
15. The educational supervisor should make available tutorial/feedback time weekly to the Retainer Scheme Doctor at a mutually convenient time for case discussion or discussion of any other aspects of general practice that the retainer feels needed. A minimum of three hours educational supervision per year in the practice is required.