

**Conditions for taking up a fixed term specialty training appointment
(Note: this is NOT an offer of employment)**

Dear Postgraduate Dean

On accepting an offer to undertake a fixed term specialty training appointment (FTSTA/FTCTA/TTA) in the Northern Ireland Deanery, I agree to meet the following conditions for the duration of my fixed term appointment:

- to always have at the forefront of my clinical and professional practice the principles of *Good Medical Practice* for the benefit of safe patient care. Trainees should be aware that *Good Medical Practice* (2006) requires doctors to keep their knowledge and skill up to date throughout their working life, and to regularly take part in educational activities that maintain and further develop their competence and performance
- to ensure that the care I give to patients is responsive to their needs, that it is equitable, respects human rights, challenges discrimination, promotes equality, and maintains the dignity of patients and carers
- to acknowledge that as an employee within a healthcare organisation I accept the responsibility to work effectively as an employee for that organisation ; this includes participating in workplace based appraisal as well as educational appraisal and acknowledging and agreeing to the need to share information about my performance as a doctor in training with other employers involved in my training and with the Postgraduate Dean on a regular basis
- to maintain regular contact with my TPD and the Deanery by responding promptly to communications from them, usually through email correspondence
- to participate proactively in the appraisal and assessment process, including providing documentation which will be required to the prescribed timescales
- to ensure that I develop and keep up to date my learning portfolio which underpins the training process
- to use the training resources available optimally to develop my competences to the standards set by the specialty curriculum
- to support the development and evaluation of the fixed term appointment by participating actively in the national annual PMETB/COPMeD trainee survey and any other activities that contribute to the quality improvement of training

I understand that at the end of my fixed term specialty training appointment, my training relationship with the Deanery is at an end. I understand that this document does *not* constitute an offer of employment.

Yours sincerely

Trainee's signature

Trainee's name (printed)

Date