

Difficulties in attending Training Days during GP Training

Trainee name: _____ Training year: _____

Current placement: _____ Full time/Less than full time: _____

Tutorial and date: _____

1. Have you tried swapping into a different GP tutorial group? Yes / No

- Which group did you contact? _____
- When did you contact them? _____

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2. Have you tried swapping your work shift with a colleague? Yes / No

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3. Have you contacted your rota co-ordinator? Yes / No

- Who have you contacted? _____
- When did you contact them? _____
- Contact email address: _____

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4. Have you contacted your Clinical Supervisor? Yes / No

- Who have you contacted? _____
- When did you contact them? _____
- Contact email address: _____

Please note:

- A minimum of 80% attendance at training days is necessary for progression in your training
- You do not need to attend training days if you are on annual leave

If you are still unable to attend a training day, please email this proforma to your Programme Director.