**LESS THAN FULL TIME (LTFT) GUIDANCE FOR THAMES VALLEY GP SCHOOLS**

We will prioritise trainees who require to be working as LTFT as per the examples given in the Gold Guide 9th Edition (August 2022).

Beyond this, we will accommodate as many requests as possible depending on placement capacity.

**Process for applications (GP School)**

1. We will have 2 windows of application:

15th April -1st May for August starters.

15th October -1st November for February starters.

1. There will be a cap on numbers of trainees who can be LTFT based on capacity available.
2. GP Specialty trainees will be granted this LTFT position for 12 months and will be reviewed every 12 months.
3. Operated on first come first served basis.
4. If requests exceed cap, we will operate a reserve list which will be reviewed on a regular basis.

6) Please note you cannot choose which days of the week you work if choosing LTFT.

7) Anyone working at 50% will likely be in a job share position and as above will not be able to choose days of the week they work.

This process is intended to be equitable and fair to all and transparent.

Please note that in Thames Valley we only accept 60% LTFT for secondary care posts, as they are all managed as slot shares. As mentioned above, 50% LTFT can also be arranged as slot share for certain posts.

For GP placements 80% LTFT may also be available.

Please note that some placements such as ITP posts are currently being offered as pilots and these are only available as 80% or 100% training.