

Out of Programme Policy(OOP) for General Practice Trainees

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Dr Manjiri Bodhe

Head of Thames Valley GP School

What is OOP?

Trainees can apply for a range of Out of Programme opportunities. Please refer to detailed guidance on how to apply and the current OOP application form on link below:

<https://thamesvalley.hee.nhs.uk/resources-information/trainee-information/training-options/out-of-programme-oop/>

Please be aware that in General Practice due to the short nature of the training programme most OOPs will not apply and must be discussed with your TPD/ES and Single lead employer for the implications for pay and training before application. Trainees need to submit their application form a minimum of 3 months prior to start date of OOP.

Trainees should ensure Associate Dean, Training Programme Director and Educational supervisor have signed the application form. It is the trainee's responsibility to send the completed form to GPOOPTV.se@hee.nhs.uk. Our administrators will check details, if there are any issues with the form they will send it back to the trainee.

Once a completed application form has been received, administrators will send to the Head of School for signature and to the Postgraduate Dean for signature.

Once the OOP has been approved our administrators will email the trainee, their TPD and ES and the Single lead employer for information.

It is the responsibility of the trainee to ensure their supervisor/VTS team and Single lead employer are aware of their start dates of OOP and we expect the trainee to contact us a minimum of 3 months, ideally 6 months before their return date.

There is also no guarantee of placements on their return hence the need for early contact for return dates.

For any queries around OOP please email:

GPOOPTV.se@hee.nhs.uk