

KSS GP School Policy for Extensions to GP Specialty Training

GP Registrars who do not achieve satisfactory educational progress within the usual timeframe may be offered an extension of training following an ARCP recommendation that additional training will be required. These extensions are given in accordance with the guidance contained within the Gold Guide and are at the discretion of the GP School and HEE KSS.

HEE KSS and GP School's priority is to ensure the continuation and stability of training for GP trainees in their three-year GP specialty training programme, and to maintain recruitment and appropriate numbers and placements for the programme.

Hence, extensions to the standard training envelope of three years (FTE) will be subject to restraints as described below.

Discretionary extensions

GP Registrars who have an Outcome 3 from the ARCP at the end of their three-year training programme may be eligible for an extension to their training in order to successfully demonstrate possession of the required competencies and learning outcomes of the GP curriculum, which may include completing all parts of the MRCGP.

Extensions will be offered in line with the guidance of the Reference Guide for Postgraduate Specialty Training in the UK (Gold Guide). These extensions are subject to both placement and financial availability:

- Extensions to training are awarded by trainee attendance at ARCP panel.
- GP Registrars who have not passed the AKT (but have passed both WPBA and CSA) will aim to be accommodated in a further GP placement. However, priority will be given to trainees who have yet to pass the CSA and WPBA and so in times of placement shortages alternative placements in appropriate hospital posts may be offered when they become available.
- These posts will be available in hospital jobs that provide suitable and appropriate clinical experience for GP trainees. Extensions organized by HEE KSS in this way will normally include regular GP educational support.
- If the AKT is passed during the planned programme, but other components of the MRCGP still need to be passed (CSA, WPBA), then the GP Registrar may be offered a placement in a GP Training Practice to allow a sitting of the CSA, and further WPBA and Educational Supervisor review to take place.
- Extensions will normally be for a period long enough to allow the GP Registrar to re-sit the component or components of the MRCGP that have not been passed so far, and to include the subsequent ARCP panel. (NOTE: The number of attempts at any component of the MRCGP will be determined by the regulations of the RCGP in place at that time –

see note below).

- Extensions may be offered in any geographical location in KSS that will be able provide the appropriate training placement and it is expected that the trainee will move ES and practice.
- The period/s of extension to training for remediation processes will be given in line with the Gold Guide. This is usually six months in the first instance, with a further six months following ARCP review if the trainee is making progress in line with their educational plan.
- GP Registrars who have **not** passed all the components of the MRCGP within this time will be given an outcome 4 at their final ARCP (released from program).
- **Note:** The RCGP regulations allow GP Registrars who commenced their ST3 in August 2010 to take the CSA or AKT a maximum of 4 times only.
- There is an appeal process for trainees receiving an Outcome 4 – which is considered by the Postgraduate Dean.

The GP School will maintain a list of all GP Registrars who have been deemed eligible for an extension following an Outcome 3 from the ARCP panel and will inform those GP Registrars where and when that can be offered.

Whilst it will not be possible to give any guarantee of waiting time, The GP Department would normally expect to commence the placement of all GP Registrars eligible for an extension within six months of the end of their three-year programme.

Responsibilities

GP Registrars must:

- discuss their need for an extension with both their Educational Supervisor and Programme Director as soon as they become aware that they will need an extension;
- notify their Educational Supervisor and Programme Director when the extension is agreed at ARCP panel.

Educational Supervisors must:

- discuss the need for an extension to training with the GP Registrar as soon as they become aware or are informed by the GP Registrar;
- discuss the possible extension with the Programme Director.

GP Programme Directors must:

- discuss the possibility of an extension with all GP Registrars who are seen as likely to be given an Outcome 3 at their next ARCP;
- ensure that GP Registrars are informed about the ARCP process and the awarding of extensions;
- discuss the possibility of moving practice and changing Educational Supervisor and how the allocations process for extensions will depend upon practice availability;

KSS GP Extensions Policy March 2020

- inform the employing trust regarding the change in employment end date;
- update the status of the GP Registrar on their e-portfolio and ensure the correct post and proposed CCT is documented following ARCP.

The GP Department Office will:

- collate and keep a record of the GP Registrar's period of extension, the date of any proposed return and the date of the next ARCP;
- maintain and manage a waiting list of extensions (if required);
- inform GP Registrars, Programme Directors and Faculty Administrators of the approved extension periods;
- co-ordinate the planning of extensions in relation to time, location and start and end dates;
- maintain the databases and information systems;
- confirm an extension to trainees in writing (usually email).