

# Thinking of returning to general practice?

Start your return journey with the GP  
Induction and Refresher Scheme



**#GPreturner**

A portrait of Dr Mansi Shah, a woman with long dark hair, wearing a blue top and a necklace, smiling slightly. The background is a blurred outdoor setting with greenery and a wooden fence.

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I love being a GP - it's the one on one interaction, you really get to know your patients; you see the mother, the grandmother, the child. It's very much about getting to know the family and helping them. And most importantly, it allows you to work but also be at home and spend lots of time with your family if that's what is important to you.

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**Dr Mansi Shah, a GP in London who came back to practice after having children.**

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# Welcome

There are lots of reasons why you may have taken a break from working in NHS general practice. Sometimes it's to take time out to raise a family, move or work abroad or to gain experience in a different profession or role.

Whatever the reason, there is a direct route for those that wish to return to a career in NHS general practice through the GP Induction and Refresher (I&R) Scheme.

The scheme provides a safe and supported route for qualified GPs to return to NHS general practice in England. It's tailored to meet your needs, experiences and personal commitments, and has lots of new features to make things simpler for you. This includes more financial and practical support, and access to a dedicated account manager to guide you through the process. If you are working or living overseas, you can start the scheme before you move back to England.

Whatever your reason for returning, you'll be coming back to one of the most rewarding, challenging, flexible and diverse careers in medicine.

This brochure describes the refresher route and how a qualified GP, with previous NHS GP experience, can return to general practice after a break of two years or more.

## If you would like to find out more about the scheme you can:

- Visit our website:  
([www.gprecruitment.hee.nhs.uk/Induction-Refresher](http://www.gprecruitment.hee.nhs.uk/Induction-Refresher))
- Email us on [landR@hee.nhs.uk](mailto:landR@hee.nhs.uk)
- Watch our short **animated film** which explains what's involved.
- Contact your local Health Education England I&R lead for an informal discussion about the scheme. Their contact details are on our website ([www.gprecruitment.hee.nhs.uk/Induction-Refresher/Contact](http://www.gprecruitment.hee.nhs.uk/Induction-Refresher/Contact)).

The I&R Scheme also supports the safe introduction of overseas GPs who have qualified outside the UK and have no previous NHS experience. These GPs follow the induction route and more information about this can be found on our website ([www.gprecruitment.hee.nhs.uk/Induction-Refresher](http://www.gprecruitment.hee.nhs.uk/Induction-Refresher)).

# About the scheme

## The refresher route

The refresher route within the I&R Scheme is designed for GPs who have previously worked as an NHS GP, have been on the General Medical Council (GMC) Register and NHS England's Medical Performers List (MPL), and would like to return to general practice in England after taking a break of two years or more.

**If you are joining our scheme you will have access to:**

**Dedicated practical support**

- One single point of contact through the GP National Recruitment Office (GPNRO).
- A dedicated account manager to help guide you through the entire process and help with practical things such as completing paperwork. Your account manager is part of a national support team based in Liverpool.

**Support and learning tailored to your needs**

The scheme includes a range of assessments and learning opportunities including a supervised placement in a GP surgery. Your placement will be tailored to meet your needs, experiences and personal commitments.

**Financial support**

There's also financial support available when you are on the scheme. This includes help with costs such as indemnity and a monthly bursary of up to £3,500 while you are on a placement in a GP surgery. You can find out more about how you can get help with funding on **page 10**.



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I'm absolutely delighted by what I have achieved. It's obviously the right thing for me at my stage in life.

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After taking time out of general practice to work in public health, Dr Frances Clement is now working as a salaried GP for Derbyshire Primary Care in Chesterfield.

## Checking you qualify for the scheme

To qualify for the scheme you need to have in place the necessary licenses and qualifications and to have practised or trained as an NHS GP.

### You will need to be:

- Medically qualified and have completed formal training as a general practitioner in the UK (CCT or JCPTGP) or, if you have qualified outside the EU, hold a Certificate of Eligibility for GP Registration (CEGPR) or hold EU rights.
- On the GMC GP Register, without GMC conditions or undertakings (except those relating solely to health matters) and hold a current licence to practise as a GP.

To practise as a GP in the NHS in England you will be required to apply and be granted approval by NHS England to be included on the MPL. This approval is granted 'with conditions'. Once you have completed the I&R Scheme you will be granted full inclusion on the MPL (without conditions) and allowed to work as a fully independent general practitioner.

# What's involved?

The I&R Scheme includes a range of assessments, learning and support. The assessments help us support you on your journey, and check that your skills and knowledge are up to date before you return to practice.

## What's the assessment process?

Once you register for the scheme you will be contacted by a member of staff from the GP National Recruitment Office (GPNRO). Your application will be shared with your dedicated account manager who will be in touch to help support you through the process.

You will have a review of your qualifications and work experience with an Induction and Refresher lead for your area and you may be invited to take a learning needs assessment. The Induction and Refresher lead is usually someone from the local Health Education England office in the area where you are planning to practise.

Depending on your needs and experience, the learning needs assessment will include a career review interview and multiple choice questions.

You may also be asked to complete a simulated surgery assessment and a supervised placement in a GP surgery with work based assessments. These are described in more detail on **page 8**.

## The portfolio route

There is also the option of a portfolio route. This is designed for GPs who have previously worked in the UK but are now working overseas. It allows you to supply a portfolio of documents from your current place of work (within primary care) that demonstrates your skills have been maintained while overseas. It can be completed while you are working abroad. There is a one month placement to help re-orientate yourself and a report to be completed by your educational supervisor after your return to the UK. For more information about this route and applying, please see RCGP website ([www.rcgp.org.uk](http://www.rcgp.org.uk)).



Being a GP is still a very worthwhile job, even though it is also very tough. You have to know a lot about everything and you have to make decisions every 10 minutes but there is still a lot of job satisfaction. I enjoy supporting GPs to come back to a career they have spent many years training for and which they enjoyed. My role is about supporting them while they refresh their skills, competencies and confidence so they are ready to make a safe return back to general practice.



**GP educational supervisor, Dr Helen Rainford is an enthusiastic advocate of the scheme.**





## Assessments

Following your career review interview, and depending on your needs, you will usually undertake some or all of the following assessments as well as a supervised placement in a GP surgery. Your career review interview can be done by phone or Skype if it is more convenient for you. If you are working or living overseas your career review interview and multiple choice questions (MCQ) can be completed before you return to England.

### Multiple choice questions:

This can be completed online and there are sittings every six weeks throughout the year. These are in venues across the UK and in approved sites worldwide. This means if you are currently living or working overseas you can complete this part of the scheme before you make the move back to England. The MCQs are designed to assess some of the essential competences outlined in the national person specification and are based around clinical scenarios. The assessment is in two parts: a professional dilemmas paper followed by a clinical problem solving paper.

### Simulated surgeries:

Depending on the outcome of your MCQ you may be required to complete simulated surgeries. These are designed to be like an everyday surgery in any general practice and are aimed at testing your consulting and communication skills. They are held in London and are set in a consulting room with actors playing the role of patients who will come in for 10 minute appointments.

## Mandatory e-learning modules

You will be required to complete three mandatory modules as part of your application to join the medical performers list (MPL) and successfully complete the refresher scheme. These are on the e-Learning for Health (e-LFH) website. Guidance for accessing the mandatory e-learning modules is available on the website ([www.gprecruitment.hee.nhs.uk/Induction-Refresher](http://www.gprecruitment.hee.nhs.uk/Induction-Refresher)).

### The three modules are:

- An induction for international and returning GPs
- Safeguarding children level 3 (if you have not already completed this)
- Safeguarding for adults

### Placements and workplace based assessments:

As part of the scheme you will be given a placement within a GP surgery. While on placement you will have work based assessments. These include teamwork, clinical and communication skills based around observed consultations, discussions about cases and observations of clinical procedures. This assessment also includes 360 degree feedback from patients and colleagues. Placements can be full time or part time to fit in with your needs and personal commitments. For example, there is an option to defer the start of your placement for up to a year. You will also have a named GP educational supervisor to support you while on your placement.



## Observational placements

As part of the scheme you will be offered the opportunity to take part in observational placements. These are not mandatory but many doctors find them very helpful. They are one week placements which allow you to spend time with a GP to find out more about their role and the work of an NHS GP in today's rapidly changing service. The placement is designed to be a supportive and informative process and is not used to make selection decisions about you. Instead these placements are about giving you the opportunity to see first-hand what you can expect from your workplace, the role of an NHS GP and to reflect on potential learning needs in a future placement. GPs usually start these placements at the beginning of the process and before the MCQ.

## Fact file



**DURATION:** The time it takes to complete the scheme varies from person to person, as it's tailored to meet your needs and experience.



**LOCATION:** Some assessments can be completed online and others are held in locations across England. If working overseas parts of the scheme can be completed before you move back to England.



**COSTS:** There's a range of support available to help cover the costs of assessments, indemnity, DBS checks and GMC membership. There's a placement bursary of up to £3,500 a month too.



**APPLICATIONS:** You can register your interest or submit an application at any time of year. You can email [landr@hee.nhs.uk](mailto:landr@hee.nhs.uk) to register your interest or visit our website ([www.gprecruitment.hee.nhs.uk/Induction-Refresher](http://www.gprecruitment.hee.nhs.uk/Induction-Refresher))

# Supporting you on your return journey

## Practical support

When you register for the I&R Scheme you will be contacted by your dedicated account manager who will guide you through the entire process.

### Support from your account manager includes:

- Advice on completing forms and paperwork
- Assistance with arranging occupational health assessments
- Advice on arranging indemnity
- Co-ordinating assessments and placements on your behalf.



**Account manager Sharon Wright**

## Financial support

For many GPs the costs associated with coming back to general practice can put them off wanting to make the return journey. But there is now much more financial support available to help make this easier for you.

### Those joining the scheme, and existing members, can access the following support:

- A bursary payment of up to £3,500 per month (full time) while on a placement.
- A one-off payment of £1,250 to assist with indemnity costs while on the Scheme. Available until 31 October 2018.

- A one-off payment of £464 towards the costs of GMC membership and DBS fees. Available until 31 October 2018.
- No fees for first sittings of assessments (worth up to £1,000).
- Reimbursement of fees for the portfolio route (worth £950).
- One year's free membership to the Royal College of General Practitioners (RCGP).

Once you've registered for the I&R Scheme your dedicated account manager will discuss the financial support available.

# Interested in joining the scheme?

## Register for the scheme

Register your interest for the I&R Scheme as soon as you know you want to join or need advice about it.

### You can do this by

- Emailing us on **landR@hee.nhs.uk**
- Completing the registration form (**[www.gprecruitment.hee.nhs.uk/Induction-Refresher](http://www.gprecruitment.hee.nhs.uk/Induction-Refresher)**)

You can also contact your local Health Education England I&R lead for an informal discussion about the scheme. Their contact details are on our website (**[www.gprecruitment.hee.nhs.uk/Induction-Refresher/Contact](http://www.gprecruitment.hee.nhs.uk/Induction-Refresher/Contact)**)

### We'll then start assessing your learning needs

Once your registration for the I&R Scheme has been processed, your details will be passed to the HEE local I&R lead in the area you intend to practise. They will arrange your career review interview appointment

to discuss your previous training and experience, and advise on the next steps. You will also be given a dedicated account manager from our national support team to help guide you through the I&R process.

### In the meantime you can start to:

- **Renew your GMC registrations and obtain licences:**  
Qualified GPs with previous GP experience will need to renew their GMC registration and licence.
- **Start your application for inclusion on the Medical Performers List:**  
To practise as an NHS GP in England you have to be on the Medical Performers List (MPL). If you are returning to practise after two years or more you have to complete the I&R Scheme to be included on the MPL. There is now an NHS England team, based in Liverpool, to help you manage your initial application.

## What's on offer?

- A tailored programme to meet your learning needs, experiences and personal commitments
- A bursary of up to £3,500 a month while you are on a placement
- Help towards indemnity costs and other fees worth £1,714
- No fees for first sittings of assessments or the portfolio route (worth up to £1,000)
- Access to a dedicated account manager
- Options to complete some parts of the scheme before moving back to England, if you are living overseas





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The local HEE office and my chosen training practice were extremely accommodating; allowing me to work school-friendly hours and have school holidays off too. It felt like my retraining was being presented on a silver platter. Having the monthly bursary was the icing on the cake.

The I&R Scheme is certainly something I would recommend to anyone considering coming back to practice after having taken time out, like I did. I'm glad I took the plunge, as I am thoroughly enjoying the second phase of my career, and long may it continue!

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**Dr Nazia Kausar, a GP in Southampton, completed the I&R Scheme in 2016, having taken six years out to raise her family.**