

Application to Transfer Training Placement or Supervisor

PART 1 – TO BE COMPLETED BY THE GP TRAINEE

Please complete this application and send to dhft.GPTraining@nhs.net

A Trainee should only apply if they can demonstrate that a significant change to personal circumstances has occurred. The change must involve one of the following criteria (please tick):

- ☐ A personal disability
- ☐ Primary carer responsibilities
- ☐ Parental responsibilities
- ☐ A committed relationship (or the breakdown of a committed relationship)
- ☐ Irretrievable breakdown of professional relationship

Applications are discussed at GP Training Programme Directors meeting held weekly on a Wednesday.

- Decisions are a judgement dependent on whether a move will be beneficial or justified by a significant change in personal circumstance.
- Decisions must not impact adversely on other Trainees within the programme.
- There must be a suitable vacancy available in proposed area; this cannot be guaranteed.
- Decisions are based on the circumstances and the available placements at that point in time.
- Please note that a reasonable commute time in the East Midlands is considered up to 60mins each way and we are unable to take into consideration whether a Trainee can drive or not, as this is a condition of accepting a Training Number during recruitment.

Name:	
GMC No:	
Contact Tel:	
Email:	
<input type="checkbox"/> Application to transfer to another GP practice within the Derby GP Programme	
<input type="checkbox"/> Application to transfer to different Speciality placement within the Derby GP Programme	
<input type="checkbox"/> Application to transfer to another Educational Supervisor within the Derby GP Programme	
Training year <input type="checkbox"/> ST1 <input type="checkbox"/> ST2 <input type="checkbox"/> ST3	
Details of current/scheduled placement to include date of post, practice / department, name of supervisor: 	
Requested change and reason: 	

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1) What are the current circumstances?
2) How have they changed since the beginning of the training programme?
3) How has your training been progressing?
4) How do the current circumstances impact on your training?
5) How will the change improve the situation?
6) Who else have you discussed the situation with?
7) What other options have you considered?

PART 2 – COMPLETED BY TRAINING PROGRAMME OFFICE

Date form received	
Date(s) discussed at TPDs meeting	
Details of discussion with scheduled placement / supervisor	
Details of discussion with proposed placement / supervisor	
Decision & rationale	
Date decision communicated to trainee	
Date decision communicated to placements	