

Weekly Timetable for LTFT @ 80%

Monday 8am – 1.30pm	Tuesday 8am – 6.30pm	Wednesday	Thursday 8am – 6.30pm	Friday
08:30-11:30 Morning surgery followed by home visit, debrief and admin time	08:30-11:30 Morning surgery followed by home visit, debrief and admin time	Personal learning time	08:30-11:30 Morning surgery followed by home visit, debrief and admin time	NOT IN
NOT IN	15:00 –17:30 Afternoon surgery followed by admin time and touchbase	Central teaching	15:00-17:00 Tutorial followed by admin time and touchbase	NOT IN

Notes:

The timetable is designed to align with the requirements of the 2016 Junior Doctors' Contract, please see spreadsheet for further detail

Clinic times are fixed but there will inevitably be some variability in timings of other duties as is the nature of General Practice

Appointments start at 30mins, progressing to 20mins, then 15mins, and then 10mins as appropriate to your stage of training

You will be asked to participate in on-call duties as/when your Clinical Supervisor considers you are competent to take on this role

Debriefs usually take the form of a mini-tutorial based on your cases encountered

‘Touchbase’ time is to simply run through any clinical queries arising from the day not already discussed

The allocated supervising doctor varies from day to day – *see daily rota on screen*

Mentor sessions and assessments to be arranged as required

All out of hours shifts are to be notified to the practice manager with maximum notice so that time off in lieu can be arranged