

Weekly Timetable for Full-time 100%

Monday	Tuesday 8am – 6.30pm	Wednesday 8.30am – 5pm	Thursday 8am – 6.30pm	Friday 8am – 6.30pm
NOT IN	8am – Admin 8.30am – Morning surgery 12noon – Home visit 1pm – Admin 2pm – Debrief	8.30am-12.30pm Self-directed learning	8am – Admin 8.30am – Morning surgery 12noon – Home visit 1pm – Admin 2pm – Debrief	8am – Admin 8.30am – Morning surgery 12noon – Home visit 1pm – Admin 2pm – Debrief
NOT IN	3pm – Afternoon surgery 6pm – Admin	1-5pm Central teaching session	3pm – Tutorial 5pm – Admin	3pm – Afternoon surgery 5.30pm – Touchbase 6pm – Admin

Notes:

The timetable is designed to align with the requirements of the 2016 Junior Doctors' Contract

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 before finishing clinical duties for the week

Clinical supervisor varies from day to day – *see on daily screen rota*

If no specific nominated supervising GP (ie in afternoons) then by default it will be the on-call GP

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