

## Weekly Timetable for LTFT @ 60%

Monday	Tuesday	Wednesday	Thursday	Friday
NOT IN	NOT IN	NOT IN	8.30am – Morning surgery 1.00pm – Debrief 1.30pm – Home visit	8.00am – On-call duties start* 8.30am – Morning surgery 1.00pm – Debrief 1.30pm – Home visit
NOT IN	NOT IN	2.00pm Central teaching session*, OR Private learning time*	3.00pm Tutorial*, OR Private learning time*, OR Afternoon surgery*	3.00pm – Afternoon surgery 6.30pm – On-call duties end*

### 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

All trainees are encouraged to 'touch-base' with the daily supervisor before leaving for the day

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

If there is no specific nominated supervising GP, by default it will be the on-call GP

Sessions marked with \* indicate variable activities on 3/5 basis

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**