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Dear Doctor

Welcome to Health Education England, East Midlands

Congratulations on your appointment to undertake the next stage of your medical training with NSH England in the East Midlands. Please familiarise yourself with the [welcome pack](#) on our website.

Please read this letter carefully and ensure you have completed all items on the checklist at the appropriate time.

We are looking forward to welcoming you to the East Midlands. This is an area full of opportunities, with some of the busiest hospitals in the county and a primary care program that has always been at the forefront of GP training. Our region is the home to the medical schools of Nottingham, Leicester, Lincoln and Derby. Many of our trainees take part in cutting edge academic research or undertake leadership or educational projects during their time in the East Midlands which allow them to make real differences to the quality of clinical care and education and training. We are keen to help you develop your full portfolio and develop, not just as a first-class clinician, but also as a researcher, clinical leader, or educator.

[Our website](#) will give you access to the latest news about medical training in the East Midlands with dedicated areas for each specialty. You will also find the latest information on all our policies and procedures, and reports of any of our Quality Review Visits to Trusts. We are very keen that you have ready access to these and that you can review our findings.

The views of our trainees are incredibly important when it comes to the development of your training and, once you are here, we are keen that you become as involved as possible. The trainees committee meets on a regular basis, all postgraduate schools have trainee representatives on their boards, and we are often looking for trainees to sit on our various working and management groups.

I am sure that you will thrive as your career develops here. I look forward to meeting you on one of my many visits to trusts and programmes or at one of the trainee forums.

Yours Sincerely,

Dr Jonathan Corne
Postgraduate Dean

**Enc:
Checklist**

You must now do the following before you start in post:

1	<p>Complete Registration Form (Form R: Parts A & B) & Training Agreement (Available 12 weeks before start date)</p> <p>These forms can be found https://www.eastmidlandsdeanery.nhs.uk/new_starters and this is done Via TSS, Guidance can be found within this document (attached to the welcome email):</p> <p>Please ensure that if you are entering training through a non-standard route (e.g. having achieved your core competences outside the UK), you are clear as to which registration route you will be following (CCT/CESR/CESR CP etc.). Guidance on alternative registration routes can be found on the GMC website here: https://www.gmc-uk.org</p>
2	<p>Update your Designated Body using your GMC Online account.</p> <p>GMC Online is a secure area of the GMC's website that helps doctors manage their registration with GMC. This is where your revalidation details, including the name of your designated body, will be stored. If you don't have a GMC Online account you can set up your account by visiting the help setting up a GMC Online account page.</p> <p>Please note:</p> <p><u>This step should not be completed until you begin your new training post with NHS England, Midlands</u></p> <p>Professor Jonathan Corne will be your Responsible Officer. NHS England will be your Designated Body.</p> <p>Revalidation – As you are aware, all fully licensed doctors are required to revalidate, usually every 5 years and in any event, when you are ready to be awarded your CCT.</p>
3	<p>If you have had an ARCP or NHS appraisal prior to starting your training with NHS, EM you must submit a copy of your latest ARCP Outcome form or NHS appraisal. This information must be provided by the time you take up your training post. Failure to do so will affect your revalidation. Any queries email the GP Assessment: england.gpassessments.em@nhs.net</p>
4	<p>Join the Performers List GP trainees are automatically added to the performers list; however, we advise you check that you have been added:</p> <p>https:/ https://pcse.england.nhs.uk/services/performers-lists</p>