

General Practice Specialist Registrar Training Time out of programme (OOP) Guidelines

There are four reasons why a GP STR could request time out of programme (OOP)

1. Time out of programme for clinical experience (Out of programme experience – OOPE)
2. Time out of programme for approved clinical training in a post, which already has prospective approval from GMC (formally PMETB) (Out of programme Training – OOPT)
3. Time out of programme for research (Out of programme research – OOPR)
4. Time out of programme for career breaks (Out of programme career – OOPC)

General Principles

Trainees requesting OOP must apply at least six months prior to the projected start date and discuss their request with the OOP Programme Director. Completed documentation should be returned to the address shown on the application form. Posts for OOPT/OOPE need to show evidence of enhancing clinical experience and exposure to different working practices. This can include overseas experience in developing countries. The post must be relevant to General Practice therefore clinical experience that is of little relevance to UK General Practice will not be approved e.g. providing medical support or being involved in expeditions or diving projects. The trainee will be expected to maintain their ePortfolio as part of WPBA and identify both a clinical and educational supervisor for the duration of the job.

Normally one year out of clinical training will be expected. Extensions would only be allowed in exceptional circumstances and require further written approval from the Head of School and the OOP Programme Director. Normally Trainees must have successfully completed 24 months full time equivalent of the GP ST programme before OOP can be approved to start. They must have completed that part of their programme which involves secondary care posts including Public Health posts, those attached to the Priory, the Haven or hospices. The ARCP outcome immediately before leaving the programme must reflect satisfactory progress. The start date must not interrupt a secondary care post. In exceptional circumstance approval may be granted in ST3 or ST4 provided AKT and CSA have been passed and pro rata OOH and WPBA have been completed. Six months notice must be given of the anticipated date of return to the programme. Failure to do this may result in delayed re-entry to the programme or being allocated another programme. We cannot guarantee return to the same scheme except for those selected for the London Deanery's "managed" OOP overseas posts. The London Deanery must be given an up-to-date contact address and email address throughout the OOP duration.

OOPE and OOPR

Time taken out for research purposes is normally for a registerable high degree that is clinical relevant, e.g. a PhD, MD or Master's degree and will not normally exceed three years. Diplomas will only be considered if they are integrated into a 12 month OOPE that includes clinical experience. An MBA request will not be considered as it is not linked to clinical skill enhancement and is more suited to post CCT. Requests require the following documentation:

- OOPE/OOPR application form
- Job Description and details of the post or research timetable
- Job offer – we are aware that in some situations e.g. VSO or MSF, job offers are often not made until arrangements have been made to release a trainee from their programme. In this situation a request for OOP will be considered, but release will be conditional on a definite job offer being received by the GP Department at least 3 months before the agreed leaving date.

OOPT

Requests require the following documentation

- OOPT application form with job offer
- Letter from Deanery to GMC (formally PMETB) seeking prospective approval
- Letter from the Royal College confirming post has prospective educational approval for CCT
- Statement detailing purposes and structure of post including confirmation the post is subject to quality management in line with GMC requirements.

OOPC

Because GP Training is relatively short compared to other specialties, where career breaks for other reasons may be considered, we will only approve OOPC for:

- Trainees with health problems
- Trainees who have caring responsibilities for dealing with ill health in family members that cannot be accommodated through flexible training
- Trainees who have child care responsibilities that cannot be accommodated through flexible training
- Those trainees with a clearly identified life goal that cannot be deferred

We will not approve OOPC for trainees where the only reason is to accompany a partner on an OOP or similar proposed where this is a life style choice

Requests require the following documentation

- OOPC application form