

FLEXIBLE TRAINING PROCESS FOR TRAINEE DOCTORS – LONDON DEANERY

DISCUSS OPTIONS WITH YOUR TRAINING PROGRAMME DIRECTOR/ FOUNDATION SCHOOL MANAGER.

Inform your **consultant** and the **Medical Workforce Officer** for your Speciality at the Deanery.

IF FLEXIBLE TRAINING IS FEASIBLE

Request an Eligibility Form

Email us based on your surname* stating 'Eligibility Form Request' in the subject line and provide your postal address.

Complete and return your Eligibility Form to us.

If you apply for **category 2**, complete section B and obtain the 2 signatures required.

IF YOU ARE ELIGIBLE

We will post a Flexible Training Approval Form (FTAF) to you.

Complete and return the FTAF to us. Make sure to obtain a signature from Medical Staffing AND the Finance Director/nominee at your Trust.

Copies of your approved FTAF will be returned to you confirming your funding.

IS YOUR POST IS SUPERNUMERARY/ LESS THAN 5 SESSIONS?

YES!

NO!

Request a Form 19a for Educational Approval

Email us based on your surname* stating 'Form 19a Request' in the subject line.

-Complete and obtain a signature from your Educational Supervisor.
-Return the Form 19a to us with:
-your CV
-a timetable approval letter from either JRCPTB or JCST or your Regional Advisor

REQUEST A NEW FTAF FOR ANY OF THE FOLLOWING REASONS:

-AFTER 12 MONTHS IN A POST -CHANGING TRUSTS
-CHANGING SESSION AMOUNT -CHANGING SLOT SHARE PARTNER

YOU MUST INFORM US IF:

-you go on maternity leave
-you return to full-time training
-you undertake OOP_
-transfer out of the Deanery
-receive your CCT

IMPORTANT! IMPORTANT! IMPORTANT!

*If your surname begins with **A - E**, contact: nora.hilmy@londondeanery.ac.uk
*If your surname begins with **F - L**, contact: stephen.mitchell@londondeanery.ac.uk
*If your surname begins with **M - R**, contact: joseph.impraim@londondeanery.ac.uk
*If your surname begins with **S - Z**, contact: allison.franklin@londondeanery.ac.uk