

## Pathway to becoming a GP educator in primary care

This document provides guidance on the course requirements and approval processes for GP educator roles. The roles covered include supervisors of foundation trainees, GP speciality trainees and trainees working in out of hours. It also acknowledges the inter-professional supervision that GPs are undertaking of learners, across the professions in primary care.

### Part 1: Becoming a clinical supervisor

This refers to someone supervising clinical placements for foundation trainees<sup>1</sup>, GP speciality trainees, trainees working in out of hours or those wanting formal recognition for supervising learners across the professions in primary care.

#### Course requirements

Before being approved, supervisors should have completed an introduction to workplace learning and assessment course. There are several options available to undertake such a course.

*Option 1: Introduction to Supervising Learning and Assessment for Primary Care Professionals*

HEE has commissioned University College London to provide a suitable course for up to 160 GPs per year. To be eligible to attend the course, applicants will need to be in a substantive post in general practice or be working regularly with a named out of hours provider. In addition, they will need to be able to:

1. Attend all components of the course (face-to-face and online)
2. Demonstrate they have the support of their practice (or out of hours provider)
3. Specify the type of learners they intend to supervise
4. Undertake to be supervising learners within 2 years of enrolling.

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<sup>1</sup> **FY2 Workshop:** For those intending on only supervising foundation doctors there is currently available the FY2 Workshop. The course covers the 'nuts and bolts' of supervising foundation doctors in general practice. Participants will normally be expected to have done an introduction to workplace learning and assessment course before attending the foundation course. Course details can be found [here](#).

Once eligibility is established, final allocations for course places are done in collaboration with the GP Heads of School for each area. If there is more interest than availability for a course cohort, priority will be given to GPs who:

- Work in non-training practices
- Work in under doctored areas
- Intend to collaborate with other local practices in 'hub and spoke' models of training.

If an applicant believes the criteria have not been applied correctly this should be discussed with the Head of School. If an error has occurred the Head of School would discuss with the Multiprofessional Faculty Development team to place the applicant on a priority list for the current or next cohort of the course.

For further details about the course please click [here](#).

### *Option 2: Multi-professional provision:*

In addition, from January 2020, HEE will be launching a multi-professional course for workplace supervisors. There will be some places available for GPs who prefer to take this multi-professional route. Attendance at that course will be considered equivalent for the purposes of clinical supervisor approval. Further details about this course can be found [here](#).

### *Option 3: Undertaking a course provided by another organisation:*

GPs who choose an introduction to supervision course provided by another organisation should get the course approved prospectively by the Multiprofessional Faculty Development Team. It will be expected that any such course should cover the following areas:

- *The role of ideas and evidence in professional learning*
- *Teaching methods*
- *Feedback*
- *Curriculum planning and delivery*
- *Clinical supervision – promoting safety, affordances and autonomy; the role of entrustability*
- *Assessment – developmental, formative and summative*
- *Teaching and assessment using clinical narrative (case based discussions)*

- *Teaching and assessment using direct observation (clinical skills)*
- *Learners in need of additional support – recognition and reporting*

For further details, please contact: [facultydevelopment.lase@hee.nhs.uk](mailto:facultydevelopment.lase@hee.nhs.uk)

### *Option 4: To supervise trainees in out of hours:*

This course is currently available for those only intending to supervise GP trainees in out of hours contexts. There is a one-day face-to-face with one-day remote learning. This may be done as stand-alone course, or as a follow up to the introduction to workplace learning and assessment course. Course details can be found [here](#).

### **Approval requirements**

Approval to a formal clinical supervision role is the decision of the patch associate director (AD). Those who have fulfilled the course requirements should apply via the HEE quality team. Details of the approvals process can be found [here](#) or contact the team at: [GPQuality.lase@hee.nhs.uk](mailto:GPQuality.lase@hee.nhs.uk)

It is expected that candidates will have had the opportunity to experience the assessment tools relevant to their proposed educational context. On application the patch AD will need to ensure that this has been done either on the course or by independent study and may recommend an additional learner-specific workshop if this is not apparent at the point of application/interview.

### **Part 2: Becoming an educational supervisor**

This refers to a **GP trainer** who has overall responsibility for guiding trainee development and making decisions about trainee progression. It is a GMC registered role and involves more than day to day clinical or workplace supervision.

## Course requirements

All educational supervisors will need to have attended a two-day HEE-delivered GP trainer course.

The course will cover:

- *Competency based medical education and its alternatives*
- *GP training-specific workplace-based assessment*
- *Educational supervision and ePortfolio*
- *Reflective practice*
- *ARCP*
- *Managing trainees in need of additional support*

In order to be eligible to apply, participants will need to provide evidence of:

1. Being in a substantive GP post
2. Ability to attend all course days
3. Ability to train GP speciality trainees within 2 years
4. Certificate of completion of a prospectively approved introduction to workplace learning and supervision course OR a post graduate certificate in medical education.

To be placed on the mailing list to receive further information about the course, please contact:

[facultydevelopment.lase@hee.nhs.uk](mailto:facultydevelopment.lase@hee.nhs.uk)

## Approval Requirements

On completion of the HEE educational supervisors course, approval as a GP trainer is the responsibility of the patch AD. This will involve a workplace visit if your workplace is not already approved as a training environment, or an interview. Details of the approvals process can be found [here](#) or contact the HEE Quality Team at: [GPQuality.lase@hee.nhs.uk](mailto:GPQuality.lase@hee.nhs.uk)

## Part 3: Further development as an educator

### Established Educator courses

These are additional two-day courses, commissioned by the Multiprofessional Faculty Development Team. They run at regular intervals for those who have been supervising trainees for more than 6 months. Some are for GPs only, and some are for all primary care educators.

The following courses are available (click on the course link for information):

1. Established Educators Course for GPs
2. Established Educators Course: Group Skills (Multi-professional)
3. Established Educators Course: Inter-professional Education (Multi-professional)

For details about the above courses please click [here](#).

### **ePortfolio and ARCP courses**

In addition to the above courses, the GP School at HEE provides courses for new and experienced educational supervisors, focussing on the educational supervisor role in ePortfolio and ARCP. These are advertised from the GP School offices.