**** If you share your consultations after the deadline, consultations will **not** be reviewed.

**Step 2:** Those eligible will be sent an email, which contains a registration link.

 **Who is eligible?**

**GP ST1 & ST2:**

* GP ST1 or ST2 currently in a GP Post.
* Has not already received 3CA or RCA SOX Support.
* Consultation recordings must be ready for the submission deadline.

**GP ST3:**

* GP ST3 currently in a GP Post.
* Not planning to sit RCA/SCA within the next 4 months.
* Has not sat the RCA/SCA exam.
* Has not received 3CA or RCA SOX Support.
* Consultation recordings must be ready for the submission deadline.

**Step 9 (if required):** Once your tutorial(s) have been provided your 3CA Consultant will add an Educators Note to your portfolio.

**Step 8:** If your feedback confirms you require a tutorial(s) you will be contacted via email from the GP Team.

Your allocated 3CA Consultant will then contact you to arrange the tutorial(s)

**Step 1:** Check you’re eligible to register.

**No Feedback?**

In this first instance liaise with your 3CA Consultant. Then contact the GP Team: [gptraining.nw@hee.nhs.uk](mailto:gptraining.nw@hee.nhs.uk)

**Consultation Feedback:**

**Development needs Appropriate:** No Further Action

**Moderate Development:**

One Tutorial

**Significant Development Needs:** Two Tutorials

**Step 7:** 3CA Consultant shares feedback within the Educator Notes on FourteenFish.

**Step 6:** Once shared, your allocated 3CA Consultant will review your recording and return feedback within the stated deadline in your allocation email.

Unfortunately, you are not eligible, you will be contacted by the GP Team confirming this.

**Step 5:** Follow the instructions provided in the email. Share your consultations with your allocated 3CA Consultant via FourteenFish.

**Eligible**

**Not Eligible**

**Step 4:** You’re eligible, we will send you an email confirming the details of your allocated 3CA Consultant.

**No Email?**

(After 5 working days since registering) then email: [gptraining.nw@hee.nhs.uk](mailto:gptraining.nw@hee.nhs.uk)

**Step 3:** Once registered your eligibility for the programme will be checked.