Quick step by step guide to the GP Induction and Refresher scheme

There are a few steps you will need to undertake to be able to register and work as a GP in the NHS. This is a brief summary to help you understand all the steps required under the GP I&R scheme in England. For eligibility criteria please see the GPNRO website.

1. If you qualified outside the UK, you will need to contact the GMC for Registration of your EU qualifications or if outside the EU (CEGPR) and will you will also require a licence to practice as a GP.
   - There is a lot of paperwork etc. so please read through their site carefully and it takes quite a while.
   - [http://www.gmc-uk.org/doctors/applications.asp](http://www.gmc-uk.org/doctors/applications.asp)

2. You will also need to apply for the GP Induction and Refresher scheme. This also takes a little while to organise and get through.

3. And you will also need to apply for the National Medical Performers List.
   - This includes a lot of checks, including Occ Health, the DBS check and a police check to name but a few things.
   - You should plan to start this at the same time as you register for the MCQ unless you wish to have a deferred start of 6 or more months.

To register for the I&R scheme

- Visit the GPNRO website and download the registration form and send this to the GPNRO.
- They will send this to the appropriate Health Education England team for your area and the appropriate NHS England team and let you know who to contact.

Contact the HEE team (for the I&R programme) and NHS England team (for the Medical Performers List)

- The GPNRO will send you the contact details to both
- It is your responsibility to contact these teams and send in the required forms and documents as requested
  - You should contact the HEE local team as soon as you know you want to undertake an I&R scheme or need advice about it
  - You should contact the NHS England team only if you plan to proceed with a formal application to be included in the national MPL. This should usually be at the same time as you apply for the MCQ, but please be aware this can take up to 3 months, or longer if checks are required from outside the UK.

To sit the MCQ

- You must be registered with the GPNRO and
- Have been approved by the I&R lead (CV, career review etc.)
- Register for the MCQ
- You may then also register with the e-LfH website and start to access the e-Learning modules
- Take the MCQ in an approved test centre (in a number of approved UK and worldwide sites)
- There may be an option for an Observational Placement if you are in the UK.

MCQ band outcomes

- Band 5 outcomes will be able to enter the short one month placement scheme
- Band 4 and 3 outcomes will need to book to sit the Simulated Surgery having agreed this with the I&R Lead
• Bands 1 and 2 need to arrange a telephone appointment to review the outcome and to consider their Learning Needs and how this can be achieved.

To sit the sim surgery (bands 3 and 4)

• You must have passed the MCQ
• Have approval to sit the Sim surgery by the I&R lead
• On the day you sit the Sim surgery you must have approval to be on the GMC register with a Primary Care Qualification (i.e. a CCT, EU graduate or CEGPR holder) this requires a UK based face to face check with the GMC
• Formal evidence you are in good standing (part of GMC registration)
• Take the Sim surgery in the RCGP London.

To undertake the clinical placement (short or standard)

• Have an approved I&R scheme placement arranged through the local I&R HEE lead
• Have passed the MCQ and Sim surgery (does not apply to Band 5 MCQ outcomes)
• Have approved full GMC registration
• Be on the GMC GP Register with a current Licence to practice
• Be in good standing (no Restrictions, accept for the requirement to complete the I&R scheme)
• Have completed Safeguarding training for Children to Level 2 and Adults (e-LfH)
• Be on the NHSE National Medical Performers List (MPL) with the conditions that you undertake and complete the I&R scheme (requires DBS, police checks and occupational health among other things that take time and face to face check)
• Have medical indemnity (there is an agreed discounted rate while in the I&R scheme)
• Complete the e-LfH mandatory I&R modules and to SG3 for children.

To successfully exit the scheme and gain full entry to the MPL without conditions or restrictions

• Have successfully completed the I&R placement
• Have a satisfactory WPBA report (includes an MSF and PSQ)
• Completed safeguarding training for children to Level 3
• Completed the mandatory e-LfH module on GP induction
• Submit the WPBA report to the NHS England local team and any other required evidence (they should have evidence of all your LNA’s already but important you check what they need)
• Start your portfolio preparation for an early appraisal in the placement this will be a MPL requirement on exit from the I&R placement
• Received confirmation from NHS England that you can be included on the MPL without conditions.