



Health Education England
Gloucestershire GP Training Scheme

INFORMATION BOOKLET FOR IMG GP TRAINEES IN GLOUCESTERSHIRE

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WELCOME

Congratulations!! You made it! You got the training job. You have got your next 3 years cut out for you, career wise. It is no easy feat and while you may be new to the country, healthcare system, or the Trust (hospital), I want to reassure you that it is possible to progress without much of a hassle. The following links will give you some more information about the 'Welcome to UK practice workshop'

shorturl.at/cMPST

shorturl.at/psOTX

NHS IN A GLANCE

The National Health Service are the publicly funded healthcare systems of the United Kingdom (UK). Since 1948, they have been funded out of general taxation. There are three systems which are referred to using the “NHS” name (NHS England, NHS Scotland and NHS Wales). Health and Social Care in Northern Ireland was created separately and is often locally referred to as “the NHS”.

The NHS offers a wide range of healthcare services, including primary care (such as GPs and community health services), secondary care (such as hospital and specialist care), and tertiary care (such as highly specialized services like transplants and cancer care). It also provides public health services and mental health services.

The NHS is considered to be one of the largest and most comprehensive healthcare systems in the world, and is often cited as a model for universal healthcare coverage.



GLOUCESTERSHIRE IN A GLANCE

Gloucestershire is a county located in the south-west of England, bordered by Wales to the west, Worcestershire to the north, Oxfordshire to the east, and Somerset and Bristol to the south. The county has a population of around 633,000 people.

It is known for its picturesque countryside, which includes parts of the Cotswolds Area of Outstanding Natural Beauty. The river Severn, the longest river in the UK, also runs through the county. The main towns in Gloucestershire include Gloucester, the county town, as well as Cheltenham, Stroud, Cirencester, and Tewkesbury.



GP VOCATIONAL TRAINING SCHEME

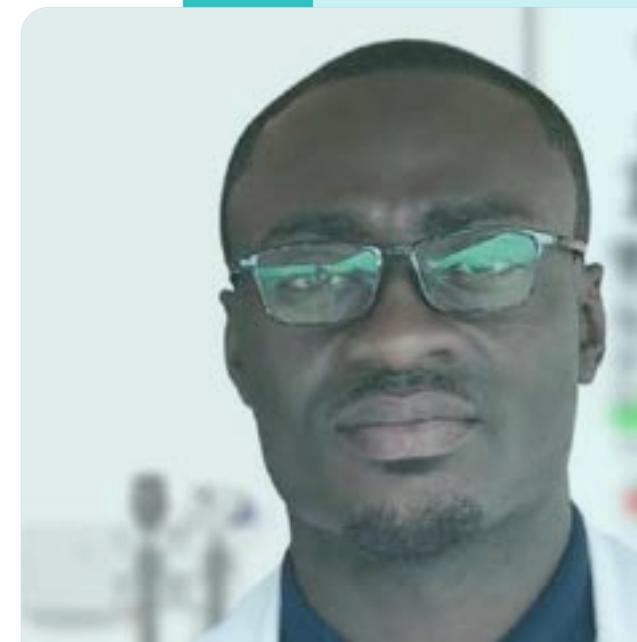
Trainees will spend a total of 12 months of their 3 year training programme in hospital jobs and a total of 24 months in General Practice or Community posts. The timings of this will vary but the last 12 months will always be based in General Practice. During their time with the training scheme the trainees will work in 2 different GP Practices.

Job Titles to be familiar with:

Educational supervisor (ES): This is a named GP who is responsible for supporting, guiding and monitoring your progress for a specified period of time. They will likely be in a GP practice. It is expected that you will work closely with your ES in their practice in your final year of training. Every trainee should have a named educational supervisor and the trainee should be informed of the name of their educational supervisor in writing.

Clinical supervisor (CS): This is a trainer who is selected and appropriately trained to be responsible for overseeing your clinical work and providing constructive feedback during a training placement. They will likely be in the department of your placement.

Training programme director (TPD): This is a GP who is tasked with the duty to oversee the management of the specialty rotation ensuring the allocation of trainees to appropriate placements taking into account the collective needs of trainees in the programme when planning training for individual trainees. They are responsible to the associate postgraduate dean (APD).



Associate postgraduate dean (APD): This is a GP who is tasked with overseeing and developing strategies to improve specialist training for General Practice to meet the learning needs of GP trainees and support TPDs and ESs in their delivery of teaching and learning. They work closely with other Associate Deans to ensure appropriate quality of programmes.

GP training programme manager: They are the first point of contact for rotation queries from DiTs, Educational and Clinical Supervisors. Working closely with the APD and TPD team, together with the Postgraduate Medical Education Department.

GP medical education administrator: They are the first point of contact for the weekly teaching programme and study leave, working closely with the TPDs and Training Programme Coordinator. Contact them if you require any help for ST1 & 2 teaching, inform them of any absences for the weekly teaching, or when you have any queries regarding study leave.

Doctor in training (DiT): this is the formal name for you in the training programme.

IMG near peer fellow: This is a GP (an IMG too) who has just recently completed training and is meant to help trainees navigate common issues like visas, difficulties peculiar to IMGs, etc. They understand the challenges better having just passed through what you may be going through. They can also link you up with doctors from your home country if you have questions that are country specific.



LIFESTYLE

Starting life in a new country/continent can be nerve-wrecking and at the same time exciting. One looks forward to pleasant experiences and the prospect of meeting new people. However, there is a chance that one will have some negative experiences as well. It is hoped that the negative ones are few and far in between. The following are some of the things you might find helpful to help you settle in:



How to open a bank account:

To open a bank account for an individual who is an International Medical Graduate (IMG) in the UK, you will typically need to follow these steps:

Choose a Bank: The first step is to select a bank that meets the requirements of the IMG. Banks have specific accounts for non-UK residents, so it is worth checking their eligibility criteria before proceeding. Some of the popular options for international graduates in the UK include Barclays, HSBC, and Lloyds Bank.

Gather Required Documentation: The IMG will need to provide identification documents such as a passport, visa, or residency permit. They will also need to provide proof of address, such as a utility bill or bank statement, and proof of their medical qualifications.

Apply for the Account: Once you have the required documentation, you can apply for the bank account. This can usually be done online or in person at a branch.

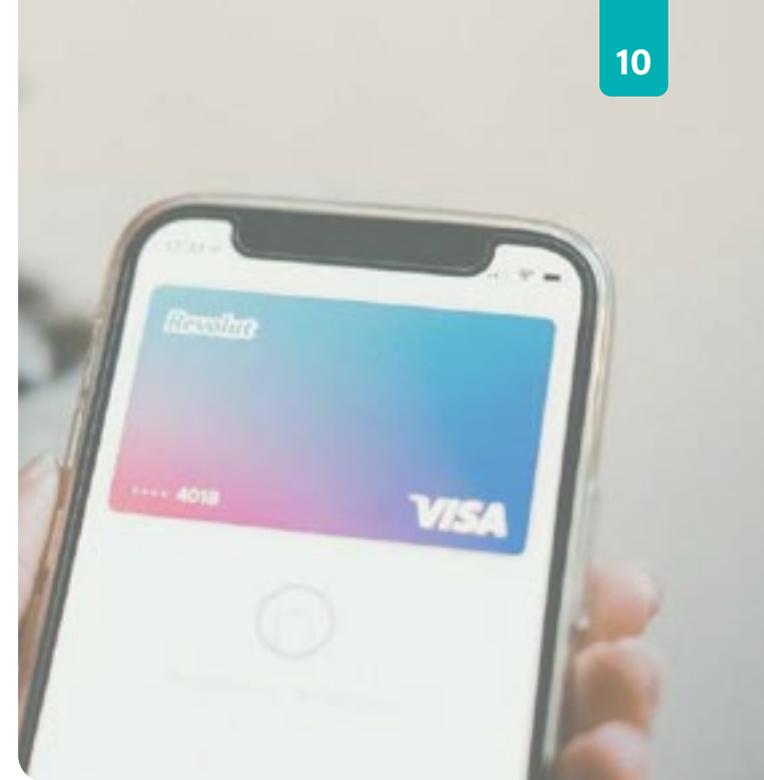
Wait for Approval: The bank will review the application and documentation to ensure that everything is in order. This process can take a few days to a few weeks, depending on the bank's policies.

Fund the Account: Once the account is approved, the IMG can transfer funds into the account or deposit money in person at a branch.



It's worth noting that some banks may require the IMG to have a UK address or a UK-based guarantor to open an account, so it's important to check the specific requirements of the bank you choose. Some banks allow an employment letter from the trust as well. Additionally, some banks may charge fees for non-UK residents, so it's worth comparing the costs of different accounts before making a final decision.

Also, people are beginning to opt for digital banking where you do not need a proof of address to open an account. These banks function the same way as the traditional banks except that they do not have physical branch. This can help in the first few months in the UK. It is advisable to later on, open a traditional bank account for benefits like mortgage and credit cards.



How to start driving:

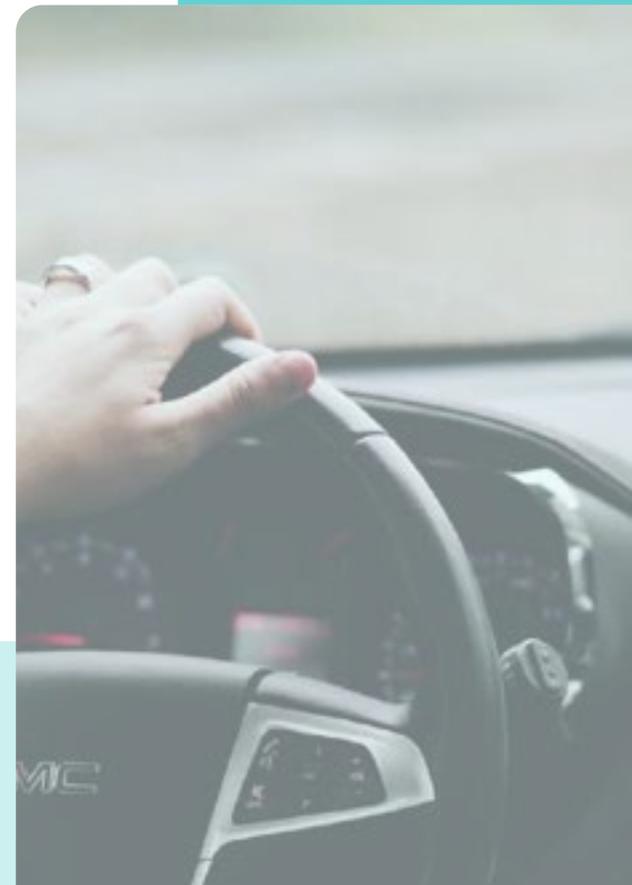
As an international medical graduate (IMG) in your first year of residency in the UK, you may need to obtain a UK driving license to drive in the country legally. Here are the steps you need to take:

a. Check if you can drive with your existing license: Depending on your home country, you may be able to drive in the UK for a limited period with your existing driving license. Check the rules for your country on the UK government website.

[Driving in Great Britain on a non-GB licence - GOV.UK](#)

Apply for a provisional driving license: If you cannot drive with your existing license, you will need to apply for a provisional driving license from the Driver and Vehicle Licensing Agency (DVLA). You can apply online or by post, and you will need to provide proof of identity, residency in the UK, and pay a fee.

Take driving lessons: Once you have a provisional license, you can start taking driving lessons with a registered driving instructor. It is recommended to take at least 20 hours of driving lessons to prepare for the practical driving test.



Pass the theory test: Before you can take the practical driving test, you need to pass the theory test. The test covers topics such as road signs, rules of the road, and driving safety. You can book the test online or by phone, and you will need to pay a fee.

Pass the practical driving test: Once you have passed the theory test, you can book the practical driving test. The test involves driving on public roads with an examiner who will assess your driving skills. You will need to pay a fee to take the test.

Get car insurance: Once you have passed the practical driving test, you will need to get car insurance before you can legally drive on public roads in the UK. You can compare car insurance quotes online to find the best deal for you.

It is important to note that driving in the UK can be different from driving in your home country, so it is recommended to take driving lessons and practice before taking the practical driving test.



How to rent a place:

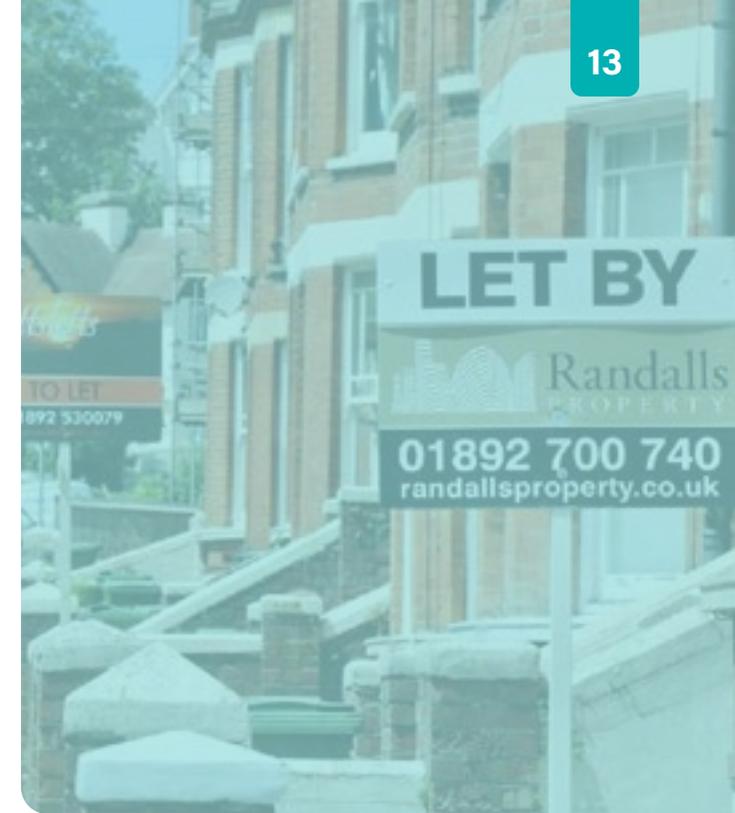
Renting a place to live as an international medical graduate (IMG) in the UK can be a bit challenging, but there are some steps you can take to make the process easier:

Research: Before starting your search for rental properties, it's important to research the different areas where you would like to live. Consider factors such as proximity to your work, public transportation, local amenities, and safety.

Budget: Determine your budget for rent, utilities, and other living expenses. Keep in mind that the cost of living in the UK can vary greatly depending on the location.

Look for rental properties: You can search for rental properties on websites such as Zoopla, Rightmove, and SpareRoom. You can also work with a letting agent who can help you find a suitable property based on your requirements.

Prepare your documents: When you find a property you're interested in, you will need to provide documentation such as proof of income, a reference from a previous landlord, and a copy of your passport or visa.



View the property: Schedule a viewing of the property to see if it meets your requirements. Ask questions about the property, the area, and any additional costs such as council tax and utilities.

Sign the tenancy agreement: If you're satisfied with the property and the terms of the tenancy agreement, sign the contract and pay the required deposit and first month's rent.

Move in: On the day you move in, inspect the property with the landlord or letting agent and note any pre-existing damage. Set up utilities and other necessary services such as internet and TV.

It is worth noting that as a tenant, you have certain rights under UK law, such as the right to a safe and habitable property, protection from unfair rent increases, and the right to challenge eviction. Citizens advice can help with various queries around renting a place to stay. Follow the link to their website: [Citizens advice](#)



Tourist spots in Gloucestershire:

Cotswolds: The Cotswolds, a range of hills spanning several counties, including Gloucestershire, is a designated Area of Outstanding Natural Beauty. The region is famous for its picturesque villages, charming cottages, and rolling green hills.

Gloucester Cathedral: Built in the 11th century, Gloucester Cathedral is an architectural masterpiece with stunning Gothic architecture. The cathedral has been used as a filming location for several movies, including the Harry Potter series.

Slimbridge Wetland Centre: The Slimbridge Wetland Centre is a wildlife reserve located on the River Severn. The reserve is home to thousands of birds, including swans, geese, and ducks.

Westonbirt Arboretum: The Westonbirt Arboretum is a collection of over 18,000 trees and shrubs from around the world. Visitors can enjoy the beautiful gardens, walkways, and trails throughout the arboretum.

Sudeley Castle: Sudeley Castle, located in the town of Winchcombe, is a historic castle with ties to several notable historical figures, including Henry VIII and Queen Elizabeth I.

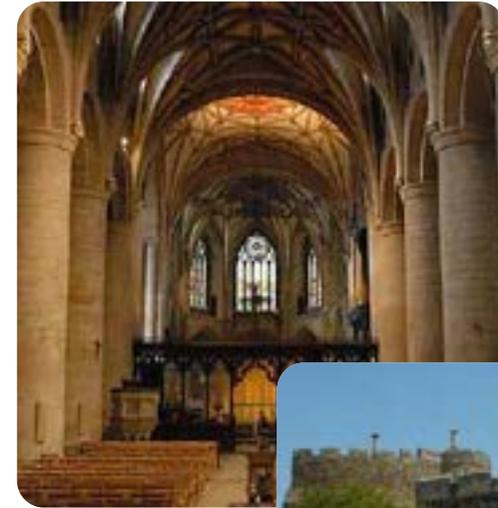


Tewkesbury Abbey: Tewkesbury Abbey is a historic church dating back to the 12th century. The church has stunning architecture and is home to several important artifacts and tombs.

Berkeley Castle: Berkeley Castle, located in the town of Berkeley, is a historic castle dating back to the 12th century. Visitors can take a tour of the castle and explore its many rooms and exhibits.

Gloucester Quays: Gloucester Quays is a historic dock area that has been transformed into a popular shopping and entertainment district. Visitors can enjoy a variety of restaurants, shops, and attractions in the area.

The Forest of Dean: The Forest of Dean is a beautiful woodland area located in western Gloucestershire. Visitors can enjoy a variety of outdoor activities, including hiking, biking, and wildlife spotting.



Schools:

Application for schools for your child(ren) is usually through the local council. In this case, that will be [Gloucestershire county council](#).

The first step is to know the schools in the 'catchment area' you live in. The next is to contact the local council and find out about available places. You can then apply for a place in the available school through the council.

Registering with a GP surgery :

The following link will help you with [How to register with a GP surgery - NHS](#)



TIPS FOR YOUR NEW JOB.

ON THE JOB

Be punctual on your first day of work. Be punctual always but it is more important on your first day. You do not want to set out on a wrong foot. Getting late on your first day is bound to make you feel unsettled. This could make you anxious and deprive you of the chance of understanding what you learn on the first day.

Be polite always. This is the only way to get help and get things done. No one wants to work with a rude or arrogant colleague.

Ask questions. There will be lots of things you do not know when you start work for the first time in the NHS and even if you are just changing trusts (hospitals). Your colleagues and the team members expect you to ask questions, so please do.

Be friendly. This goes hand in hand with being polite. Smile. Develop genuine interest in people you work with. Try to know them beyond work. This is not limited to the doctors but includes the nurses, the health care assistants, the dietitians, the porters, the secretaries etc. They will try and do the same with you. It makes the team work more efficiently if people know you better and vice versa.

Recognise your limits and say so. As work is usually very busy in the NHS, there may be times when you may be required to carry out a procedure or do something you have not done before or are not comfortable doing. Say so and ask to be shown and taught. After all, it is a training programme and you are there to learn.

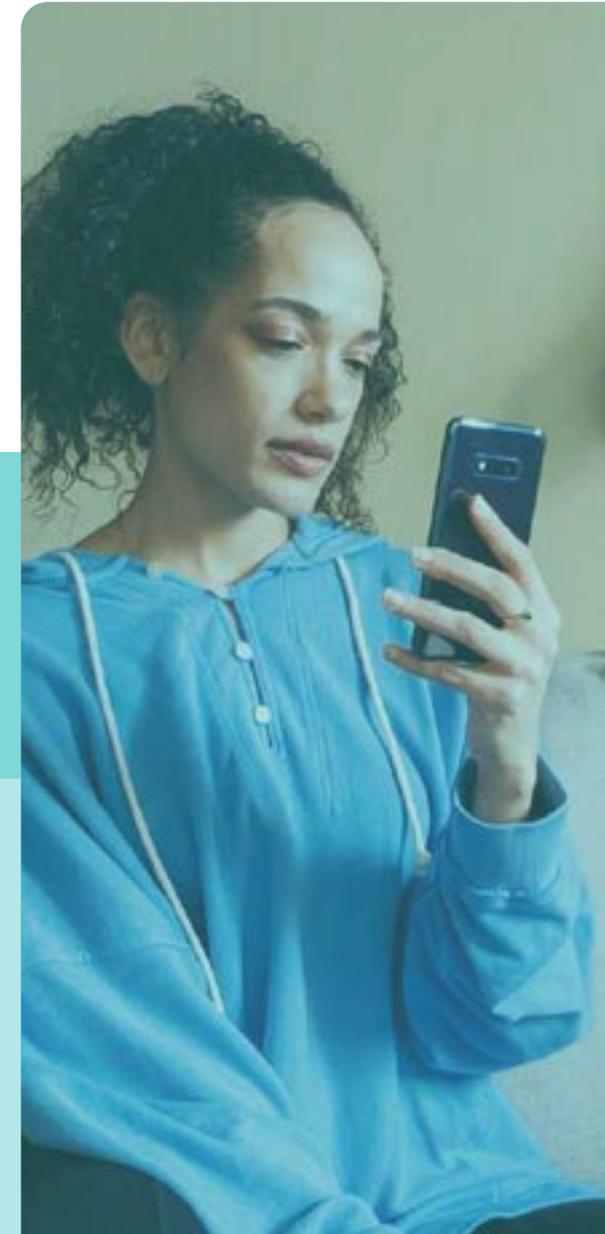


OUTSIDE WORK

Self-Care: Prioritize self-care and make it a non-negotiable part of your routine. Engage in activities that bring you joy and relaxation outside of work, such as exercise, hobbies, spending time with loved ones, or pursuing creative outlets.

Set Boundaries: Establish clear boundaries between your personal and professional life. Learn to say no when necessary and avoid overcommitting yourself.

Seek Support: Build a strong support system of colleagues, mentors, and friends who can provide emotional support and guidance. Share your experiences and challenges with them and seek their advice when needed. Consider joining support groups or professional networks to connect with others who understand the demands of your profession. A good example of this is the British Medical Association (BMA).



Engage in Professional Development: Continue learning and growing in your field through professional development opportunities. Stay up-to-date with the latest research and advancements in medicine. This can help you feel more confident and engaged in your work, reducing the risk of burnout.

Reflect and Reconnect with Purpos: Regularly reflect on your motivations and reconnect with the core values that led you to pursue a career in medicine. Remind yourself of the positive impact you have on patients' lives, which can provide a sense of fulfilment and renewed purpose.

Take Vacations and Time Off: Plan regular vacations or time off to rest and recharge. Disconnect from work during these periods and engage in activities that help you relax and rejuvenate.

Seek help: If you find yourself consistently feeling overwhelmed, don't hesitate to ask for help. Speak to a trusted colleague and/or your educational supervisor who could signpost you to relevant resources to help you.

The following links will give you further tips for the job:

[Omar's guidelines:](#) this is the story of an international medical graduate's journey into the NHS and the link addresses working on the ward.

[Bradford VTS:](#) a huge collection of resources put together by the Bradford vocational training scheme.

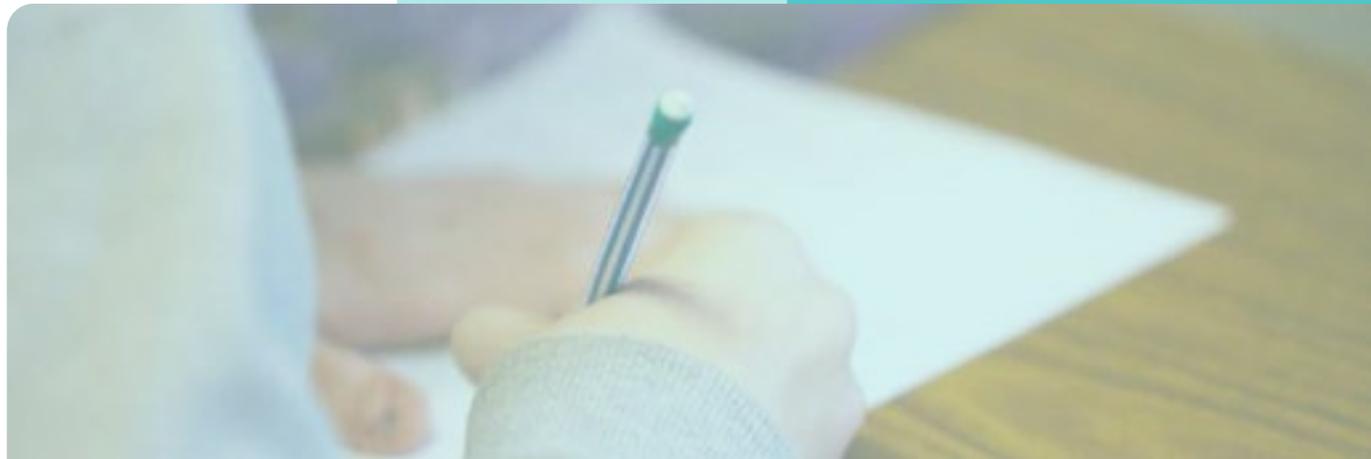


EXAMS

You will sit for two exams during your time in training:

Applied Knowledge Test (AKT): This is the first exam you sit for, in your general practice training. It is a computer based exam with 200 questions to be answered in 3hrs 10 minutes. You can only sit for this from your second year of training onwards. Further details can be found on the [RCGP website](#) .

Simulated Consultation Assessment (SCA): This is a fairly new exam that has replaced the recorded consultation assessment (RCA). It can only be taken in your ST3 (final) year. Further details can be found on the [RCGP website](#).



E-PORTFOLIO

As a DiT, you will be given access to a portfolio which is a collection of documents and experiences which represents you and shows evidence of your clinical and educational competencies and progression. It is electronic, as against a physical folder where you put all the evidence in.

It is confidential and entries are usually seen by your self and your educational or clinical supervisor alone except during your annual review where it could be seen by other trainers who decide if you are progressing in your training satisfactorily.

The main part of the portfolio is the clinical case reviews where you have to reflect on various patient encounters that stand out in your day to day clinical practice.

Did I hear you say, reflect? In medical terms, reflection refers to the process of reviewing, analysing, and evaluating one's own thoughts, actions, and experiences in order to gain insight and improve performance. It is a critical aspect of professional development for healthcare practitioners, as it enables them to identify areas for growth and make adjustments to improve patient care and outcomes. By engaging in reflection, healthcare practitioners can enhance their skills, increase their self-awareness, and continually strive to provide the best possible care for their patients.

It is worth mentioning that in your entries into your portfolio, you should ensure that there are no patient identifiable data. These include name, hospital or NHS number, date of birth ,etc.



In addition to clinical case reviews, there are various work place based assessments. These include but not limited to:

Case based discussions (CbDs) : The CbD is a structured assessment that evaluates your clinical reasoning, decision-making skills, and your ability to manage complex cases during your training.

Mini clinical evaluation exercise (MiniCex): A MiniCEX is an assessment tool used to evaluate your clinical skills. It involves direct observation of your performance during a patient encounter by a trained assessor, who provides structured feedback on your clinical skills and communication with the patient. This is done in your hospital placements.

Consultation ObservationTool (COT): This is an expanded version of mincex. It involves your assessor watching your face to face consultation with a patient in real time. It evaluates your clinical skills and professionalism needed for safe clinical care. It is done while you are in primary care placements. The audio version of this is called the audio-COT.

Multisource feedback: This is otherwise known as colleague feedback and it is to evaluate how well you work within the healthcare team and what your colleagues think about your clinical performance and professional behaviour. You will have to carry out this assessment once a year during your training. You should be aware that not all feedback will be 'positive.' Negative feedbacks do not mean failure but they are opportunities to learn and improve.

Patient safety questionnaire: This is another form of feedback but this time from patients. You will need to carry out this assessment in your final year of training.

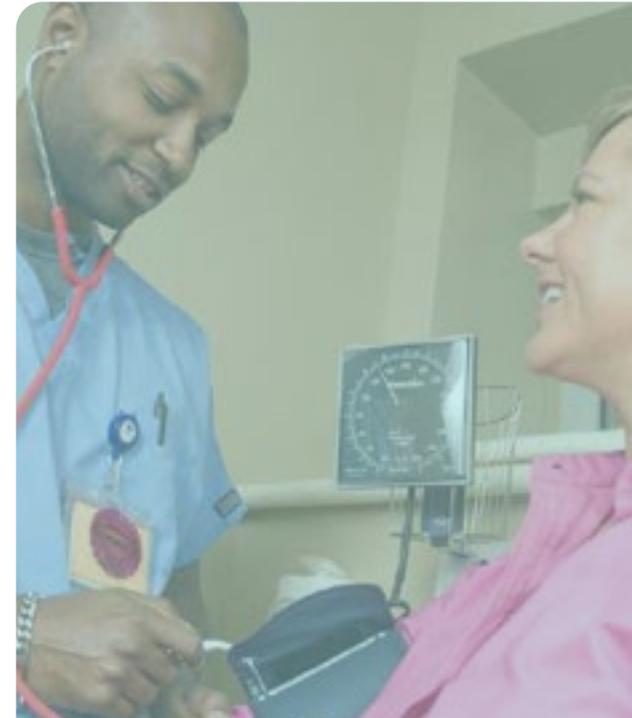


MISCELLANEOUS

Medical Indemnity Insurance: While you work really hard to look after your patients and offer them a good standard of care, things may go wrong. If a patient has suffered harm as a result of what a doctor has done or has failed to do, it is paramount that the doctor has adequate and appropriate insurance to compensate the patient.

Your insuring organisation will also provide you with advice and medico-legal support if you ever need it.

As GP DiTs in England, you are automatically covered for clinical negligence through the NHS indemnity scheme. This covers the duration of your training and does not require you to pay. It covers your core jobs as part of your training and does not cover any extra work you do in another department as a locum doctor. You will have to pay extra to cover any extra work you do. The [GP Trainee Indemnity](#) link will give you more information.



ADDITIONAL LINKS

[British Medical Association BMA](#)

[General Medical Council GMC](#)

[Royal College of General Practice RCGP](#)

[Severn Deanery](#)

[School of Primary Care, Severn Deanery](#)

[Professional Support and Wellbeing \(South West\)](#)

[IMG support network](#)

USEFUL CONTACTS

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Gloucestershire GP Training Scheme