

PulseRegistrar

Registrar year timetable

Online This year planner is also available as a PDF on our new website
[▶ pulsetoday.co.uk](http://pulsetoday.co.uk)

Your at-a-glance guide to deadlines in the year ahead, compiled by Dr Mei Ling Denney

MONTH	MRCGP	WPBA (OR HOSPITAL POSTS)	nMRCGP EXAMS	OTHER TASKS
AUGUST	Look at RCGP website for schedule of exams. Last chance for first-time applications for MRCGP – closing date 29 August. Get audit started, if relevant.	WPBA – familiarise yourself with tasks and schedule. ePortfolio available – practise navigating around the site. Explore GP curriculum on RCGP website, and exam syllabus. Meet with clinical supervisor if in secondary care (their reports will be needed for interim and final reviews).	Look at RCGP website for schedule of exams . Register with the RCGP to take the AKT and/or CSA . Possibly apply for CSA October sitting if eligible/needed. Start saving up for registration and exam fees – after a one-off initial subscription fee for AiT, you will pay an annual subscription fee in addition to exam fees. A separate fee is payable to PMETB for the certificate.	When registering for nMRCGP consider becoming an AiT – find out what benefits this may bring by visiting the website and contacting the local RCGP faculty office. Induction time in practice – orientation and identification of learning needs. Learn about reflective learning logs and PDPs – look at templates on ePortfolio. Explore RCGP and external resources, e-learning links. Review out-of-hours competencies in deanery handbook, and plan out-of-hours with trainer.
SEPTEMBER	Preparation and planning for audit – discuss with the practice team.	Discuss WPBA competency areas with trainer, and how these might be addressed. Plan for mandatory DOPS .	Book in computer slot for October AKT at Pearson Vue testing centres if you are ready. Courses – look around for hot topics/AKT courses and CSA courses, and decide whether to book on one.	Plan to take other courses such as family planning, minor surgery, child health surveillance. Attend VTS; book any necessary study leave. Form or join a registrar study group for exam preparation.
OCTOBER	MRCGP written paper 23 October. Submit MRCGP video by 19 October. nMRCGP AKT 31 October (replaces the summative assessment MCQ and MRCGP MCP). Submit audit and NPMS before 1 November (January finish).	Make sure you have started to undertake DOPS .	nMRCGP AKT 31 October. nMRCGP CSA begins 1 October, Croydon.	Undertake initial review in out-of-hours handbook, or enter this information into the ePortfolio. Think about going for an RCGP GP registrar award by undertaking a project. These are worth between £400 and £1,000.
NOVEMBER	MRCGP oral exams Edinburgh and London.	Undertake at least two COTs, two CbDs (ST3). Collect clinical supervisor report and feedback (if in four-month hospital post).		Review practical sessions for family planning, minor surgery, child health surveillance.
DECEMBER	MRCGP oral exams London. Winter exam results announced 20 December.	Undertake at least two COTs, two CbDs (ST3).	Try to decide whether to apply for CSA in February/March sitting or April/ May – discuss with your trainer.	Make sure you know about ethics, probity and professional values in practice.
JANUARY		Complete at least two COTs, two CbDs to make minimum six of each in total (ST3). Carry out MSF in early January (ST1 and 3). Review completed DOPS . Interim review with trainer based on evidence from assessments and so on. (If in ST1 and 2: at least three COTs or mini-CEXs, three CbDs needed.)	Book for AKT and CSA if you have not already done so. A February sitting gives you the best chance of managing one retake if you are unlucky enough to fail.	Practice management – find out about contracts, staffing, organisational aspects of QOF.
FEBRUARY	Last chance for applications for those completing current MRCGP during summer 2008 – closing date early February.	Plan to do PSQ in practice between February and May (ST3) – 40 completed questionnaires needed.	nMRCGP AKT (nMRCGP candidates only). nMRCGP CSA (early February). nMRCGP CSA (early March).	Undertake midpoint review in out-of-hours handbook.
MARCH	Write up audit and discuss with trainer.	Undertake at least two COTs, two CbDs (ST3). Collect clinical supervisor report and feedback (if in four-month hospital post).	nMRCGP CSA . nMRCGP AKT 28 April.	Make sure you cover the competency areas of primary care administration and information management and technology, and community orientation in your tutorials.
APRIL	Submit three copies of the COGPEd audit, or NPMS before 1 May (for July finish). nMRCGP AKT 28 April.	Undertake at least two COTs, two CbDs (ST3).		Update your CV in preparation for job hunting.
MAY	MRCGP written paper early May. MRCGP video (last video exam available, CSA thereafter).	Complete at least two COTs, two CbDs to make minimum of six of each in total(ST3). Carry out MSF in practice early May (ST3). Complete DOPS . ST3 Final review with trainer based on evidence from assessments etc. (If in ST1 and 2: for final review, minimum of three COTs or mini-CEXs, three CbDs needed)	nMRCGP AKT . nMRCGP CSA .	Discuss career plans with your trainer and others. Start looking for jobs/practices and consider interview skills training.
JUNE	MRCGP oral exams .	Discuss content of ePortfolio with trainer . Aim to complete any other necessary sections such as learning logs, PDPs. Have an appraisal with your trainer – this will prepare you for NHS appraisal after GP training.		Undertake final review in out-of-hours handbook. Get ready to submit your final vocational training record (VTR) form to the certification unit with copy of your GMC registration certificate. Make your application to PMETB .
JULY	Last chance for Leicester simulated patient surgery – available until 31 July 2008 only. Final submission date 31 July – COGPEd Audit and Yorkshire NPMS. Complete STR. MRCGP oral exam . Summer exam results announced mid-July. Registrars who need to resit need to apply for the last written paper session in October 2008 and orals in November/December 2008.	Carry out MSF in early July (ST1). (If in ST1 and 2: for final review, minimum of three COTs or mini-CEXs, three CbDs needed). Collect clinical supervisor report and feedback (if in four-month hospital post).	Summer exam results announced mid-July. Make sure you have applied for CCT.	Closing date for RCGP GP registrar awards 31 July. Join a local young practitioners or non-principals group for support and networking. Apply to join local performers list of PCT .
NOTES	Registrars completing training before the end of July 2008 should apply for summative assessment (for a CCT) and/or the current MRCGP exam. This mainly applies to February starters. STR is only for GPRs who have already completed the other three components.	Deanery Panel review ePortfolio at end of VTS training if satisfactory level achieved in training record; review and face-to-face meeting with trainee if satisfactory level not achieved. GP curriculum website www.rcgp-curriculum.org.uk	From August 2007 nMRCGP replaces summative assessment/MRCGP. Check the website for details www.rcgp.org.uk . For the CSA, blocks of dates will be made available about two months prior to each exam sitting. The CSA costs £1,400, AKT £400 non-AiT, or £1,260 and £360 respectively if AiT. The exams are developing and application dates are still to be finalised. Check on the website, including the latest Assessment Matters newsletter. Mini-CEX replaces COT if in hospital posts.	Find out about AiT packages on www.rcgp.org.uk/newprofessionals . Once you have registered for CCT, submit VTR forms to the RCGP's certification unit as you complete each post. If you do not meet the criteria for a CCT under Article 10, you will need to apply to the PMETB for a CEGPR under Article 11. www.pmetb.org.uk Family planning courses, theory and practical details at www.ffprhc.org.uk

Acronyms
AiT Associate in training
AKT Applied knowledge test
CbD Case-based discussion
CCT Certificate of Completion of Training

CEGPR Certificate confirming eligibility for GP registration
CEX Clinical evaluation exercise
COGPEd Committee of General Practice Education Directors
COT Consultation observation tool

CSA Clinical skills assessment
DOPS Direct observation of procedural skills
MCP Multiple-choice paper
MCQ Multiple-choice questions

MRCGP Membership of the Royal College of General Practitioners
MSF Multi-source feedback
nMRCGP The new Membership of the Royal College of General Practitioners

NPMS National project marking schedule
PDP Personal development plan
PMETB Postgraduate Medical Education and Training Board

PSQ Patient satisfaction questionnaire
STR Structured trainer's report
WPBA Workplace-based assessment
 Dr Mei Ling Denney is a GP trainer in Peterborough, Cambridgeshire, and an RCGP examiner