

## Guidance for GP Registrars attending Trainer Approval & Re-approval Visits

Training practices are selected on the basis of 2 key factors: a keen, motivated and skilled Trainer, and a supportive, well organised and high quality training practice.

To ensure that training practice standards remain high within the Severn Deanery, there is a system of regular review by Deanery visiting teams. Each team is led by the local Associate Director and includes a Trainer, a GP Registrar and on occasion a lay member of GPEC (General Practice Educational Committee). Most practices are inspected every 3 years.

### What happens at the visit?

See the AD's webpage for a typical timetable.

There are 6 main components of the visit:

1. A confidential planning session amongst the visiting team for the rest of the visit.
2. A review of the practice, and those of its staff involved in teaching.
3. A discussion with the Trainer(s) of issues arising from previous visits and the (anonymised) 3-month reviews with their most recent GP Registrars.
4. A discussion between the current GPR at the practice and usually the visiting Registrar.
5. A review of a video of a recent tutorial prepared by the Trainer.
6. A confidential discussion amongst the visiting team to develop a recommendation for re-approval or otherwise, followed by feedback to the practice by the AD.

### What is my role on the visit?

Absolutely crucial! As a Registrar, you represent the “users” view of both the Trainer and the training practice. Basically, we are asking you to make the decision – “would I be happy to work as a GP Registrar at this practice/with this Trainer”. If the answer is “no” / or “maybe...” we need to be thinking very hard as to whether to recommend approval.

Don't worry that you haven't done a visit like this before. Others on the team have, and will guide you through the process. ***The visit, and the discussions you have with the other visitors, are entirely confidential and must remain so following the visit.***

### What do I actually do?

Most registrars take part by:

1. Having a confidential discussion with the GP Registrar, if there is one, at the practice and feeding back their views to the team.
2. Looking around the practice, the Registrar's room, and chatting to the administrative and clinical staff.
3. Discussing (pre-agreed) key areas with the Trainer – perhaps along the lines of “how would you teach me...?” or “how might you deal with a difficulty I had with...?” etc.
4. Contributing to the discussion on the Trainer's video – how useful would you have found it? How would you have preferred that it were structured, etc.
5. Decide, together with the rest of the team, recommendations to the Deanery about the practice.

### **What's in it for me?**

We are asking for a contribution to the maintenance of high quality GP training in our area. One of the reasons that your scheme is as good as it is, is because your colleagues and predecessors have also contributed to this quality control process.

Having said that, most Registrars find the experience enjoyable and informative. The chance to have a detailed look around another practice; often one that contrasts with your own is always useful and educational. Certainly the Trainers are always very positive about attending such visits.

The Deanery appreciates your contribution to a re-approval visit, and expects you to be released from clinical duties and the DRC for it. Attendance should not be deducted from your usual study or holiday leave entitlements. It is highly unlikely that you will be asked to take part in more than one visit during your time as a GP Registrar.

### **Questions?**

If you have any questions in advance of the visit, please email me, Mandy Price:  
[mandy.price@southwest.nhs.uk](mailto:mandy.price@southwest.nhs.uk)

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