OUT OF PROGRAMME – Pause in training

1. **OOPP | Career Pause** | This does not count towards CCT but trainee may work in LAS posts

Here is the Process Flowchart for OOPP

Trainee discusses going on OOP-P with Educational Supervisor and TPD. If supported in principle, Trainee informs their Clinical Department of intended OOP-P start and finish date.

Trainees should apply for OOP-P as soon as possible to allow enough time for gaining approval and for employers to meet the needs of patients.

Trainee completes an OOP application form, with 2 signatures (TPD and Educational Supervisor) and submits the application to the relevant HEE administrator for APD approval.

APD approval granted?

- **YES**
  - HEE administrator sends a HEE OOP approval letter with a copy of OOP-P application to: Trainee, Royal College, TPD, HR department, Assessments and Revalidations Team

- **NO**
  - APD writes to trainee and HEE administrator with an explanation as to why their application has not been approved