

# Study Leave Guidance for GP Postgraduate Doctors in Training (PGDiT)



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## Introduction

This guidance is split into information about the study leave allowance (Days allowed and the type of courses which would usually be approved) and information about the available study leave budget.

## Study leave allowance

1. GP PGDiT have an annual study leave allowance of 30 days in total.
2. These 30 days are broken down into curricular and discretionary leave:
  - 18 curricular days for the local GP Programme provided teaching in half or whole day release.
  - 2 curricular days for the internal Leadership and Management programme.
  - 10 days for discretionary leave.

This additional study leave can include leave as below:

- Exam Leave for AKT and SCA only. The examination fees are not reimbursable. Study leave (days or funding) will not be approved for ALS or for other speciality exams for example: DGM; FRCA; DRCOG; DFFP; DCH etc
- Private Study Leave 2 days are allowed for the AKT and 1 day for SCA pr exam sitting). This amount of private study leave for exams is a national agreement for GP PGDiT
- Taster Days Up to 5 taster days are encouraged annually in a specialty where an identified learning need has been identified or in GP in ST1 if you do not start in a GP post.

## List of activities

Other study leave for GP PGDiT is primarily focused on gaining the core competencies required for GP training and CCT (Certificate of Completion of Training). There is therefore a list of pre-approved courses which can be approved for study leave by your Programme Manager. The full activity list can be found on the website here:

[www.eastmidlandsdeanery.nhs.uk/policies/Study\\_Leave/Mainpage](http://www.eastmidlandsdeanery.nhs.uk/policies/Study_Leave/Mainpage).

Other courses may be considered providing that they are cost-effective, AND not available locally or in a cheaper format (for example online) AND meets the requirements for the GP curriculum. These will need to be approved by the local Programme Directors.

This educational need should have been discussed with your educational supervisor and documented as a PDP (personal development plan) item in your E-portfolio. We will approve a maximum of one attendance at the RCGP annual conference for each GP PGDiT in their GP training programme. (See below information about study leave budget).

### **Aspirational activity**

We will also consider applications for 'aspirational' activities usually for GP PGDiT in ST3 who have already passed their AKT and SCA exams. These would also need to be discussed with your educational supervisor, documented in the E-portfolio as a PDP entry, and approved by a TPD.

### **Study leave budget**

There is no longer a set individual budget. Any applications above £1000 will be reviewed by the Threshold approver for the School. The study leave expense is paid AFTER the event which incurred the charge.

### **14 Fish recording minutes**

There is local discretion for individual PGDiT identified as being in need of enhanced support, for instance having failed the SCA, to have additional 14 Fish recording minutes reimbursed where their study leave budget allows.