



GP Registrar Supervisor Overview

Introduction	GPT & CGT 1-4		
Participants: Aim:	<p>The GP registrar, with support from their training team retains overall responsibility for ensuring all requirements within each term are met.</p> <p>High quality training and experience for GP registrars</p>		
Outcomes:	<p>Supervision is defined as "The provision of guidance and feedback on matters of personal, professional and educational development in the context of the trainee's experience of providing safe and appropriate patient care"</p>		
Supervision Model:	<p>FRACGP or FACRRM</p> <p>Accredited training post with an accredited GP supervisor</p>		
NTGPE Contacts			
<ul style="list-style-type: none"> • Executive Manager Education and Support – Christine Heatherington-Tait – christine.heatherington-tait@ntgpe.org • GP Registrar Program Managers – Silvia Bretta and Sophie Hedges – registrar@ntgpe.org • GP Registrar Support Team – registrar@ntgpe.org • Supervisor and Practice Accreditation Manager – Kylie Roberts supervisor@ntgpe.org 		<ul style="list-style-type: none"> • Lead ME Supervisor and Practice Accreditation – Dr Jenny Davis – jenny.davis@ntgpe.org • Lead ME ECTV – Dr Jan Hanson – jan.hanson@ntgpe.org • Director of Education and Training – Dr Frances Poliniak – frances.poliniak@ntgpe.org 	
Time	Stage	What is required	Person(s) responsible
6 Months FTE	GPT/CGT1	<ul style="list-style-type: none"> • NTGPE orientation (3 days + 1 remote day) 30 Jan – 2 Feb OR Aug 7 – 10 (depending on GP training term start date) • Documented practice orientation (*note NTGPE Practice Support package detailed below) • GP supervisor to complete 6 week, 13 week & end of term feedback forms and discuss with GP registrar • GP registrar to complete 6 week, 13 week & end of term feedback forms and discuss with GP supervisor • Onsite supervision 80% (100% for first month) • Practice based teaching 3 hours per week (FTE): 1 hr face to face with GP supervisor • Educational release time – 1 session a week • Release for NTGPE Workshop (3 days) Apr 20-22 • Release for training review meeting • ECTV x 2 	NTGPE and GP registrar GP supervisor, practice manager, GP registrar GP supervisor and GP registrar GP registrar and GP supervisor GP supervisor GP supervisor and GP registrar Practice manager Practice manager GP registrar and practice manager GP registrar, practice manager and GP registrar support team
6 Months FTE	GPT/CGT2	<ul style="list-style-type: none"> • Documented practice orientation (if changed Practice) • GP supervisor to complete 6 week, 13 week & end of term feedback forms and discuss with GP registrar • GP registrar to complete 6 week, 13 week & end of term feedback forms and discuss with GP supervisor • Onsite supervision 50% • Practice based teaching 2 hours per week (FTE): 1 hr face to face with GP supervisor • Educational release time – 1 session fortnightly • Release for NTGPE Workshop (3 days) Oct 26-28 • Release for training review meeting • ECTV x 2 (1 should be a video ECTV) 	GP supervisor, practice manager, GP registrar GP supervisor and GP registrar GP registrar and GP supervisor GP supervisor GP supervisor and GP registrar Practice manager Practice manager GP registrar and practice manager GP registrar, practice manager and GP registrar support team
6 months FTE	GPT/CGT3- 4	<ul style="list-style-type: none"> • Documented practice orientation (if changed practice) • GP supervisor to complete 6 week, 13 week & end of term feedback forms and discuss with GP registrar • GP registrar to complete 6 week, 13 week & end of term feedback forms and discuss with GP supervisor • Onsite supervision 20% • Practice based teaching 1 hour per week (FTE): 1 hr face to face with GP supervisor • Release for Practice CCE (19 May or 16 Sep) and / or Practice StAMPs (17 Mar or 25 Aug) • Release for training review meeting • Complete remaining ECTV's (total 5 incl 1 video, recommended for completion in mainstream placement) • Release for Completion of Training (CoT) workshop if applicable (non-mandatory) (24 Jun or 18 Nov) 	GP supervisor, practice manager, GP registrar GP supervisor and GP registrar GP registrar and GP supervisor GP supervisor GP supervisor and GP registrar Practice manager GP registrar and practice manager GP registrar, practice manager and GP registrar support team GP supervisor, practice manager

6 months FTE	Extended Skills Post / Advanced Skills Training	<ul style="list-style-type: none"> GP supervisor to develop a teaching plan (email to registrar@ntgpe.org) GP registrar to develop a learning plan with GP supervisor (email to registrar@ntgpe.org) Release for training review meeting GP supervisor to complete 6 week & end of term feedback forms and discuss with GP registrar GP registrar to complete 6 week and end of term feedback forms and discuss with GP supervisor 	GP supervisor GP registrar and GP supervisor GP registrar and practice manager GP supervisor and GP registrar GP registrar and GP supervisor
OTHER USEFUL INFORMATION			
Mandatory Terms and Completion of Training (COT)		Eligibility for Payments	
Mandatory terms RACGP		<p>Teaching Allowance – Supervisor Practice Based Teaching (PBT) Training posts are required to maintain teaching logs for in-practice teaching that is occurring for GP registrars, the logs should contain the training post name, the GP registrar's name, the date, the topic, time spent and signed by both the GP registrar and GP supervisor. As you would be aware the training post is required to provide the below protected in-practice teaching. Click here for a GPRA guide on in-practice teaching.</p> <ul style="list-style-type: none"> GPT/CGT1 = 3 hrs in practice, 1 hr must be face to face with GP supervisor GPT/CGT2 = 2 hrs in practice, 1 hr must be face to face with GP supervisor GPT/CGT3-4 = 1 hr in practice, 1 hr must be face to face with GP supervisor 	
Mandatory terms ACRRM		<p>Teaching allowance is paid at \$130 per hour up to max teaching time for each stage per GP registrar (pro-rata for part time GP registrar) and will be paid to the training post at the end of the training term</p> <ul style="list-style-type: none"> Email queries to supervisor@ntgpe.org <p>Practice Subsidy</p> <ul style="list-style-type: none"> GPT/CGT1 = \$520 per week (pro-rata for part time GP registrars) GPT/CGT2 = \$260 per week (pro-rata for part time GP registrars) GPT/CGT3-4 = none <p>The practice subsidy will be paid to the training post at the end of the training term</p> <ul style="list-style-type: none"> Email queries to supervisor@ntgpe.org 	
Mandatory NTGPE requirements		<p>Practice Support for GP/PRRT1 term GP registrars</p> <p>NTGPE is aware of the level of work that is required to orientate GP/CGT1 GP registrars to GP training in those first few weeks and to show our support to training posts who take on this considerable task we have developed a 2-week support package. To review requirements and payments please refer to the link on the NTGPE webpage - https://ntgpe.org/gp-supervisors/agreements-payments.</p> <p>Supervisor PD payments</p> <p>Supervisor Professional Development Payment</p> <ul style="list-style-type: none"> Regionally based supervisor professional development days – calendar year max = 12 hrs @ \$130 Invoice to NTGPE, email to supervisor@ntgpe.org 	