**The Scotland Deanery – GP Practice Accreditation**

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| **Meeting with other Doctors** |
| **Induction** |
| Involvement in induction process. Could anything be better? |  |
| Are trainees able to work safely following their induction? |  |
| Do you know the training grade of each trainee and what the expectations around levels of responsibility should be? |  |
| **Supervision, Workload and Adequate Experience** |
| How are you involved in day-to-day supervision of trainees (consulting, house visits, duty doctor etc)? |  |
| Do debriefs take place and how are they organised? |  |
| Do you have sufficient time allocated for this? |  |
| How do trainees learn about prescribing and referrals? |  |
| What is the whole practice response to supporting training? |  |
| What are the arrangements for supervision when the ES is not available? |  |
| **Teaching, Feedback and Assessment** |
| Are you involved in formal teaching such as tutorials? |  |
| If so, are the topics set in advance? |  |
| Have you had any feedback on how these tutorials went? |  |
| What opportunities are there for informal teaching? |  |
| Awareness of trainee WPBA MSF and involvement in this? |  |
| CEPS involvement? |  |
| Other educational activities in the practice? |  |
| **Teamwork and Leadership** |
| How are trainees made part of the practice team? |  |
| How are trainees involved in practice meetings? |  |
| **Safety, Raising Concerns and Feedback to practice** |
| How would trainees’ feedback if they had any concerns about their training? |  |
| How is team learning from SEA, QIA, complaints carried out? Are trainees involved? |  |
| **Wellbeing and Professionalism** |
| What would you do if you had concerns about a trainee e.g. health or performance? |  |
| Are GP Training issues discussed at practice meetings? |  |
| Do those involved in training have allocated time for training admin, WPBA, e-portfolio reviews etc? |  |
| **Personal Development** |
| Any of the team interested in becoming trainers? |  |
| Any developmental needs they feel would help them with their involvement in supporting training? |  |
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| **Any other comments?** |  |