

GP Recruitment Information

GDoc Ltd

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This document is only meant as a guide so if you have any questions please contact GDoc.

Introduction to GDoc Ltd

GDoc Ltd is the GP Provider Company for Gloucestershire. Formed in 2013, GDoc is a membership organisation and all 76 GP practices are shareholders. Its aim is to strengthen general practice by delivering safe, high quality and innovative primary care.

GDoc works with GPs across the county to ensure general practice is sustainable and responsive to local needs. Patients will always be at the heart of what we do and we will continue to use patient voices to help us deliver compassionate, patient-centred healthcare.

GDoc provides a range of support to the sixteen newly formed GP clusters in the county.

As the county-wide GP Provider Company, GDoc provides services such as GP telephone support for Gloucestershire Care Services NHS Trust's Rapid Response Service and GP cover at the Gloucestershire Hospitals NHS Foundation Trust's Emergency Department.

Through GDoc's Primary Care Nursing Service providing temporary nurse placements, practices can access experienced nurses without the cost of recruitment or difficulties in retention. If preferred, we will also act as an employing organisation for our clusters/practices across the county for positions such as nurses and clinical pharmacists.

You can find more information about GDoc Ltd and the services we provide on our website <https://gdoc.org.uk/>

Outline of our Services

Locum GPs are an invaluable part of our organisation. The following provides an overview of the variety of schemes that GDoc Locum GPs are currently involved in:

Improved Access

In the past, practices have tended to open during the core hours of between 8:30am and 6:30pm, but this is changing to offer increased access at more convenient times for patients.

The newly formed sixteen GP clusters are now working together to offer more appointments in the evenings, early mornings and at weekends.

Previously these extended access GP appointments have been provided by GDoc and funded through the GP Access Fund. It is now being delivered via the NHS England 'Improving Access to General Practice' initiative. To support this move, in October 2017, the CCG commissioned four early cluster pilots in St Paul's in Cheltenham; Gloucester; The Forest of Dean and Tewkesbury, Newent and Staunton.

These clusters are now offering more appointments to their patients outside of core hours (after 6.30pm or at weekends) which means that if there isn't an appointment available at the patient's registered practice, they may be offered an appointment at another surgery within the cluster situated in the same area.

Patients will be able to access these new appointments by calling their own practice as normal. Alongside the improved access appointments, these clusters are also piloting new approaches, using different clinicians, such as Advance Nurse Practitioners, Specialist Nurses and Physiotherapists, to improve the range of services they provide.

Most of the other clusters have been providing 'Improved Access' since April 2018 although some started in January 2018.

To facilitate the new service new IT systems and processes have been introduced enabling access to patient records and sharing across the clusters.

GDoc are supporting those member practices that have requested support with the development and implementation of their plans and in providing GPs and other clinical staff where required. We are also providing support through a county-wide service at weekends.

County Wide Improved Access

The County Wide contract began 1st April 2018, the aim of the service is to provide extended GP access for weekends and bank holidays.

The service is available for all GP Practices within Gloucestershire, to book in their patients to these clinics and is specifically for urgent appointments.

The sessions run in three areas of the County, Gloucester, Cheltenham and Stroud.

GP Streaming in Emergency Departments (ED)

GDoc became a part of this service in October 2017.

The aim of the service is to assist patients who present themselves at the Hospital ED and although they would benefit from being seen by a GP, they don't require ED services.

GDoc Locum GPs cover regular hours within the Emergency Department of Gloucester Royal Hospital and see patients that are triaged to them by the Hospital Nurse.

The service has been very successful from the start and the Hospital and patients are benefiting from the service.

Ward GP

GDoc is able to provide support to hospital wards by offering regular Locum GP sessions, using a smaller group of Locum GPs, in order to provide continuity of service.

The main purpose of these sessions is to see all patients on the hospital ward on a daily basis, providing care and rehabilitation to the patients. Other services include (but are not limited to) ensuring a medical plan is in place for their care to support discharge planning, create drug charts on admission and to review and monitor polypharmacy.

The GPs also attend the weekly multi-disciplinary meeting to provide clinical input.

The ward sessions are usually 4 hours and run in the morning, which means that GDoc Locum GPs could work 4 hours at the Ward and then 4 hours under the Improved Access scheme.

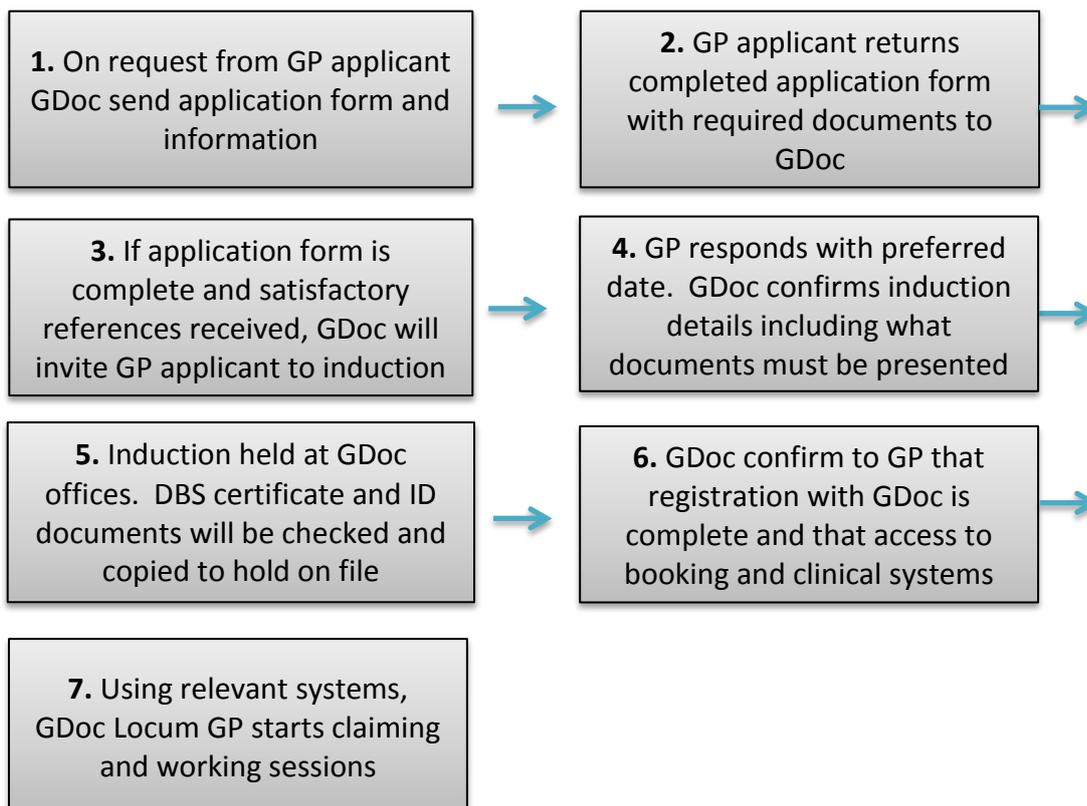
Recruitment and Induction Process

The flowchart shown below outlines the process that we follow to register a Locum GP to work with GDoc.

Please note that to enable GDoc to invite you for induction we must first receive from you a completed application form along with relevant documentation as detailed in the form. We will also require satisfactory references. In addition, you will be asked to present original copies of your DBS certificate and original ID documentation at your induction session. It is important that you provide the relevant documentation at the required time otherwise GDoc will be unable to complete your registration.

We very much welcome your application and will be happy to guide you through the process and answer any questions you may have.

Overview of Locum GP Recruitment and Induction Process:



Once you have completed the Recruitment Process we will register you as one of our Locum GP's. You will then be given access to GDoc's booking system, where you can view available shifts and claim them on a first come first serve basis.

We will also give you access to GDoc's clinical system, SystmOne OOH module.

Frequently Asked Questions (FAQ)

Here are some responses to FAQ but if you should have any further questions please do contact us.

How do I register for GP work with GDoc Ltd?

If you would like to work with us, you can complete an application form and return this to us at gdoc@nhs.net. A member of the admin team will be in touch to let you know what documentation we need from you and to arrange a face to face induction.

How do I get paid?

Once you have claimed and completed work with GDoc Ltd, you can invoice us using our templates, or Locum Organiser if you use this system. We have a dedicated email account that you can send your invoices to, invoices.gdoc@nhs.net. You will be provided with our invoicing templates once you have completed your registration with GDoc.

What are GDoc's rates of pay?

As at October 2018 our standard rates are as show below, however, these can vary depending on arrangements made with Practices.

Weekdays - £75 per hour

Weekends - £85 per hour

Bank Holidays - £95 per hour

Can I claim Pension contribution when working with GDoc Ltd?

You can claim pension contribution on any work completed. You will be sent a separate invoicing template to use and will also need to submit a Locum A form with every invoice.

Below are our rates as at October 2018 minus the NHSPS employer contributions (14.38% - as at October 2018)

Weekdays - £66.45 per hour

Weekends - £75.31 per hour

Bank Holidays - £84.17 per hour

Will GDoc provide Indemnity cover when working for GDoc Ltd?

The Clinical Negligence Scheme for GPs (CNSGP) April 2019 means that GPs are now covered by NHS Resolution; however GDoc will continue to require that GPs provide evidence of medical indemnity membership, in order to undertake work for us. This ensures that GPs are supported in the event of a complaint or GMC referral and that they have access to medico-legal advice. For more details please refer to the Medical Indemnity for GPs Policy 2019.

Can GDoc provide me with a structured reference for appraisal?

GPs who work for the Countywide IA service

GDoc provides individual audit results for every GP who works for the Countywide IA Service. As well these audit results, we are happy to provide a structured reference for appraisal on request, as long as you give at least one month's notice.

GPs who work in A&E

If you work in the GP in A&E service, Rob Stacey is happy to provide a structured reference on request. Please contact his PA on sarah.perry18@nhs.net, giving at least one month's notice.

GPs who do IA work for Primary Care Networks

GDoc is happy to provide a list of shifts arranged by us that you have worked but we are unable to provide any information on your clinical performance because we do not have access it or to your patient records.

Please contact the Clinical Director of the PCN for which you are working to request a structured reference if required, giving at least a month's notice.

GDoc Contact Details

Telephone Number

01452 389300

Email Address

gdoc@nhs.net

Website

<https://gdoc.org.uk/>

Socials

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