# Year 5 GP Student Learning Agreement 2021

# To be signed by each student and emailed to their Year 5 GP tutor

**Purpose:**

The Learning Agreement lays out the responsibilities that students, their supervisors , host GP practices and the medical school have to each other. It emphasises the mutual roles of learners and teachers for a successful clinical placement, that maintains safety for all.

The **Supervising GP Tutor** will have overall responsibility for the quality and organisation of the 8 week placement ensuring the student (s), have:

* an **induction**
* a named supervising GP Tutor for each day of the Assistantship (if the lead is not available)
* a way to contact the practice in case of problems
* **PPE** for all F2F patient encounters
* implemented current guidance for **COVID-19 Risk Reduction** (see checklist)
* appropriate access to patient records and access to the internet
* an initial needs assessment, a mid-point review and a final meeting where we will discuss learning needs, performance, feedback from others and plan for further development
* a safe, active, open leaning environment with opportunity to discuss any problems

**As a final year Medical Student my responsibilities are to:**

* complete online **Preparation for Placement** online modules (inc. infection control)
* adhere to all students professionalism guidance, codes of conduct & Good Medical Practice
* prioritise patient safety by assessing and minimising any risk to patients and staff including :
* **strictly follow national guidance on PPE, face coverings, and all COVID-19 risk mitigation at all times (both on placement and in my private time)**
* follow local COVID-19 advice and Test, Track and Trace requirements
* be honest and open with my supervisors about my prior performance, strengths and areas to improve and any special requirements.
* Seek and respond to my feedback to hone capabilities in clinical supervision
* cease clinical work if I find myself in a situation where I do not have a qualified doctor to supervise me until the situation is remedied
* always identify myself to patients, and, relatives and staff and in medical records as a Medical Student
* advise my GP Tutor of any absences as soon as possible and agree how my duties will be carried out in my absence.
* complete feedback and Student Evaluation Questions (JISC) at the end of the placement

**REMOTE CONSULTATIONS & VIRTUAL TEACHING**

**The Supervising GP tutors will ensure:**

* oversight of all remote patient contacts
* patient consent is recorded in notes prior to starting consultation

**As a Student I will:**

* respect confidentiality, dignity and the patient’s right to decline or withdraw consent to be seen by a Medical Student
* **never record** any patient teaching or consultations ⦸
* **never take screenshots** of patients, teachers or colleagues ⦸
* always **use headphones** and the QMUL **screen background** if joining patient consultation or tutorials away from the GP practice

I confirm that I:

* am a member of a defence organisation
* have completed the **Preparation for Placements online learning module**
* understand that if I fail to comply with any of the above or act unprofessionally this may result in referral to a Senior Tutor or the Professional Capability Committee

If I have **concerns** over my placement or supervision I will try to discuss with my Supervising GP Tutor, or the CBME academic leads Dr Meera Sood or Dr Siobhan Cook (via Lorane Smith). I may also seek advice directly from the Final Year Lead, Dr Will Spiring, or a BLSA student representative at any time.

The Medical School undertakes to monitor the implementation of this Agreement and remedy evidence of non-compliance through its quality assurance procedures.

Student Name :

Student (e) Signature :

GP Tutor Name :

GP Tutor (e) Signature:

Practice :

**To be signed by each student and given to the GP Tutor at induction**

**Please DO NOT return the form to the medical school**

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|  | Placement | Sign & return before |
| GP5  Block 1 | Wed 01-Sep-21 – Thu 21 Oct-21 | Tues 31st August 2021 |
| GP5  Block 2 | Tues 26- Oct – Thur 16th-Dec-21 | Mon 25th October 2021 |
| GP5  Block 3 | Tues 11-Jan-22 – Thurs 3-Mar-22 | Monday 10 January 2022 |