

# North East London

## Family Health Services Consortium



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28 March 2006

To: GP Practices/ Practice Managers in North East London

Important - Please read carefully

**Dear Doctor/Practice Manager,**

**Re: Employment of General Practitioners in your Practice**

Further to our letter of 21 March 2006, please find enclosed a revised Checklist that updates the one previously sent to you.

The revised checklist specifically highlights the details we informed you of in our last letter about the GMC's new GP Register that will be effective from **31 March 2006**.

Therefore, we would like to take this opportunity to advise practices that very first check that they should make prior to the employment of a GP must be to the GMC to get confirmation that the GP's name is on their GP register. GPs that are not on the GMC's GP Register are not allowed to perform NHS medical services and should not be employed.

Further information about the GP Register can be obtained from the GMC website at the following email address – [www.gmc-uk.org/doctors/gp\\_register/index.asp](http://www.gmc-uk.org/doctors/gp_register/index.asp)

Should you require further clarification concerning the contents of this letter, please do not hesitate to contact the following persons:

Ms Denise Abrams Redbridge PCT Waltham Forest PCT	<b>Mrs Jenny Holmes</b> <b>Barking and Dagenham</b> <b>PCT &amp;</b> <b>Havering PCT</b> <b>The Clock House</b> <b>East Street</b> <b>Barking IG11 8EY</b> <b>Tel: 020 8591 9595</b>	Ms Lisa Browne City & Hackney PCT Newham PCT Tower Hamlets PCT Aneurin Bevan House 81 Commercial Road London E1 1RD Tel: 020 7655 6600
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Yours sincerely,

Peter Blessington  
Director, FHS Consortium

Encl: Revised Checklist

Working on behalf of Barking and Dagenham, City & Hackney, Havering, Newham, Redbridge, Tower Hamlets, Waltham Forest Primary Care Trusts

# Checklist

**Form 31 March 2006, Employers must contact the GMC to confirm that the GP is on their new GP Register. Once confirmation has been obtained then the following checks detailed below should be done:**

**Doctors/Practice Managers should ask to have sight of the originals of the following documents:**

- Current Annual GMC Certificate\*
- Birth Certificate or a valid passport
- Vocational Training Certificate - JCGTP or PMETB (GP registrars to provide upon completion of training)
- Membership of recognised professional defence union - this must be current and provide the necessary level of cover.
- Overseas doctors - evidence of entitlement to enter and work in the UK
- Up to date curriculum vitae
- Two Clinical References from two recent posts
- Have sight of the inclusion letter from the Primary Care Trust on whose name they are included

**\* You must also contact the GMC, to confirm registration because neither the due date of an Annual retention fee nor an Annual Registration certificate provides evidence that a doctor is currently registered.**