**The normal working week-LTFTT**

COGPED has defined the normal working week as ten sessions of four hours. This should consist of the equivalent of:

* 7 clinical sessions [28 hours]
* 1 session [4 hours] for the locality half-day / day release course
* 1 session [4 hours] of structured practice education e.g. tutorials, debriefs
* 1 session [4 hours] independent learning

The independent learning session may be utilised for completing audit or other written work, maintenance of the e-portfolio, external clinics, or private study e.g. MRCGP preparation. The Trainer should monitor the content and learning outcomes of independent learning.

Clinical and educational times are both reduced on a pro-rata basis for less than full-time training.

**Example** Working at 60% the less-than full-time doctor’s working week would be:

* 4.2 clinical sessions [16.8 hours]
* 0.6 session [2.4 hours] for the locality half-day / day release course
* 0.6 session [2.4 hours] of structured education e.g. tutorials, debriefs
* 0.6 session [2.4 hours] independent learning

If a doctor wishes to attend the half-day release on a weekly basis then this is at the expense of independent learning time.

It will be easier to run sessions together on different weeks to make up fraction. (eg. At 50% 1 4hr tutorial every 2 weeks). The total number of sessions of each category done should equate to the same over the year as for full-time trainees.

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| --- | --- | --- | --- | --- |
| Percentage | Clinical Sessions | Half-day release | Tutorials | GPST Independent learning Time |
| 50% | 3.5 | 0.5 | 0.5 | 0.5 |
| 60% | 4.2 | 0.6 | 0.6 | 0.6 |
| 70% | 4.9 | 0.7 | 0.7 | 0.7 |
| 80% | 5.6 | 0.8 | 0.8 | 0.8 |
| 90% | 6.3 | 0.9 | 0.9 | 0.9 |
| 100% | 7 | 1 | 1 | 1 |