

THE GP SCHOOL HEAD OFFICE

GP School Manager – Katie Bradshaw
GP Administrator – Fiona Holloway-Parks
GP Administrator – Emma Themba (part time)
Personal Assistant to John Howard – TBC

As a GP Trainee, you will rarely need to contact the GP School, however if you do need to discuss an issue with the school, please send an e-mail to heee.communityschools@nhs.net

We have noted below who you should contact for all other queries you may have as a GP Trainee.

**For all employments matters, including relocation, study leave and expenses –
Southend University Foundation Trust Hospital**
gp.trainees@southend.nhs.uk

For all Form R and NTN matters – Programmes and Information Team, Health Education England
heee.edit@nhs.net

For all ARCP matters – ARCP and Assessment Team, Health Education England
heee.assessment@nhs.net

For all Revalidation matters – Revalidation Team, Health Education England
heee.revalidation@nhs.net

For all Less Than Full Time matters – Secondary Care Team, Health Education England
heee.ltft@nhs.net

For all Out of Programme matters – Secondary Care Team, Health Education England
heee.oop@nhs.net

For all Inter Deanery Transfers – Secondary Care Team, Health Education England
heee.idt@nhs.net

**For all ePortfolio amendments such as correcting posts, adding supervisors or amending posts –
Your dedicated GPST Administrator for your Programme**

For all technical ePortfolio matters – The Royal College of General Practitioners
tep@rcgp.org.uk

For all Professional Indemnity matters – MDDUS
wmayhew@mddus.com

PICTURE