

**This is a suggested checklist for employing an F2 doctor in general practice**

**F2 doctor brings:**

**Passport  
Hep B  
GMC certificate  
Copy of driving licence  
Medical defence cover**

**F2 to do**

**Inform medical defence re 4/12 in practice ( no extra charge )  
Update driving insurance for visits**

**Paperwork**

**Signed educational contract with trainer and F2 supervisor sent to deanery.  
This generated trainers grant payment.**

***Martin Wilkinson, Deputy director GP Education, West Midlands SHA***

**Form for annual leave / study leave  
*Should be sent to practice by hospital***

**Appraisal at beginning, 2/12 and 4/12**

**Resources**

**Equipment for visits  
Smart card *Judy Starkie 01905 76000***

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