## Weekly session plan

If your GP Retention scheme weekly session plan has changed, for example an increase or decrease in sessions, return this form to england.primarycareschooltvw.se@nhs.net.

What will your normal work pattern be for the year? Please use the job plan below.

|  |  |
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| **How many sessions will the post comprise?** | Choose an item. |
|  | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
| Practice site |  |  |  |  |  |  |  |
| Start time |  |  |  |  |  |  |  |
| Finish time |  |  |  |  |  |  |  |
| AM surgery*No. of appointments* |  |  |  |  |  |  |  |
| AM surgery*No. of appointments* |  |  |  |  |  |  |  |
| Visit(s) |  |  |  |  |  |  |  |
| Time for admin |  |  |  |  |  |  |  |
| Meetings*Include title, start and finish times* |  |  |  |  |  |  |  |
| Mentoring time slot |  |  |  |  |  |  |  |
| Hours worked this day |  |  |  |  |  |  |  |
| Comments |  |  |  |  |  |  |  |

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| **On call duties using contracted time as RGP in the practice (if applicable)** |
| Start time |  |
| Finish time  |  |
| Day of the week |  |
| Frequency*No. per year* |  |
| Arrangements for time in lieu *If on call extends normal day length* |  |