

NHSE Education NE Automatic Approved Course List for GP Doctors in Training (DiT)

Effective from 05.09.2025

Please refer to the NHSE Education NE [Study Leave Policy](#) when applying for any study leave, and our [website](#) for FAQs on applying and claiming.

All requests must be made using the approved study leave request process via [Accent Leave Manager](#) (ALM).

No unused per rotational block can be carried over.

We advise that a DiT **DOES NOT PAY** for any courses prior to an ALM application being fully approved. **If the date of when the ALM application is fully approved is later than the date the DiT paid for the course/expenses related to the course, this will be automatically rejected for reimbursement.**

If the course is mandatory for rotation into a Trust post, the DiT must claim back the cost directly via the Trust. Study leave should be applied for no earlier than two months prior to the start date of the post.

REGIONAL TEACHING

Regional Teaching is mandatory with the exception of exam sittings and the Introduction to Clinical Supervision Course (see below).

All others courses must only be applied for if a DiT has not exceeded their study leave allowance per rotation through attending regional teaching sessions.

Regional Teaching must be applied for in ALM. These sessions will then be deducted from the DiT study leave entitlement balance for the current rotation.

Please note the DiT must obtain prior approval from their place of work to take the time from work to attend any of the below courses apart from Regional Teaching.

Courses that will be granted automatic approval

Course	Comments
RCGP provided or accredited AKT and SCA courses including AKT and SCA educational packages	One course attendance during training for the AKT and one for the SCA. Very occasionally a Training Programme Director may decide a further course is needed for a DiT. If so, this will be documented in Educators Notes. Educator notes will be checked before any claim is reimbursed for additional courses.
Private study for exam (AKT and SCA only) preparation Exam fees will not be reimbursed.	Private study leave may be taken for the AKT and SCA. This should be negotiated with the local education provider. This should not exceed 12 days per annum OR 6 days per exam sitting OR the annual study leave allowance. The 6 days of private study leave does not need to be continuous but should be taken within 4 weeks prior to the exam sitting and should not be taken in lieu of regional teaching. The exam must be booked and visible in the ePortfolio for leave to be approved. Confirmation that Exam Game Plan resources have been accessed prior to private study leave for exam is mandatory. DiT must attach evidence of their completed exam game plan workbook in their application for this to be approved. https://madeinheene.hee.nhs.uk/education2/Professional-Support-Wellbeing-Unit/Exam-Support Private study time will not be granted for any other exam.
NHSE Education NE provided AKT and SCA courses	One course attendance per DiT.
NB Medical Hot Topics courses Red Whale GP Update courses RCGP GP Update courses	Maximum of 3 courses attended per ST phase of training. This is 3 courses in total per ST phase of training from the types listed.

RCGP One Day Essentials courses Online only – any face to face will need to be reviewed outside of the approved course list. RCGP REWIND courses cannot be reimbursed.	Where available, online courses must be chosen.
Minor Surgery Courses and Joint Injection Courses All the above courses must be attended face to face.	Maximum of one course of each in ST3 phase of training only. Both SCA and AKT must have been successfully completed prior to application. In order for the GP School to be able to make a decision on whether to approve such courses it is imperative that the DiT complete a fully SMART PDP entry in their ePortfolio which documents: - The learning objectives from the course - How this will impact on their ability to provide patient care - How it links to being an integral part of their career.
Implant and coil insertion and removal - theory exam/letter/qualification cost is not claimable via Easy Expenses. The training is claimable. This course must be attended face to face.	In order for the GP School to be able to make a decision on whether to approve such courses it is imperative that the DiT complete a fully SMART PDP entry in their ePortfolio which documents: - The learning objectives from the course - How this will impact on their ability to provide patient care - How it links to being an integral part of their career.
Dermoscopy Courses	One face to face course only during full training period.
BLS training	Annual. This is often provided via regional teaching or through a GP Practice. This must include both adult and paediatric components, and a completion date.
Adult Safeguarding level 3	Once every 3 years. Often provided via regional teaching, online, or local GP education events The course certificate must show Level 3.

Child Safeguarding level 3	Once every 3 years. Often provided via regional teaching, online, or local GP education events The course certificate must show Level 3.
International Medical Graduate (IMG)/new to NHS enhanced induction programmes and support programmes	Restricted to IMG DiTs who will be invited to attend courses run by their Training Programme.
SOX support course	Offered to all DiTs who have had one unsuccessful attempt at the SCA via private invitation. One course per DiT.
Attendance at University OSCEs	Attendance at one OSCE per annum maximum.
RCGP annual conference	This falls under discretionary leave so the expectation is that 50% of costs (conference fee + travel + accommodation and subsistence) are paid by the DiT. One attendance per DiT at the RCGP conference is authorised during the training programme.
Courses provided by NHS England's PSWU (Professional Support and Wellbeing Unit) Medical and Dental Education > Professional Support & Wellbeing Unit (hee.nhs.uk)	Excellent and varied set of courses for all NHS England DiTs. See link for further details.
Introduction to Clinical Supervision Course	Approval will be granted to those DiTs in ST3 that have successfully passed both AKT and SCA exams. For those where the course date falls prior to CCT, ALM application must be sought. This must not be attended in place of regional teaching if it falls on such a day DiT must attend.

Further Information

Membership fees for courses cannot be reimbursed. This includes the Red Whale unlimited package.

NHSE Education NE cannot support DiTs applying for annual subscriptions to any learning organisation.

Approval for all other courses (including International Study leave)

All other courses are discretionary and need the approval of the Primary Care Dean or an Associate Director. Approval will only be granted should the DiT demonstrate adequate progression of training at the time of application.

The principles that will be applied in approving any other course are the following and courses will NOT be funded unless these principles are followed:

- the area of study/course/conference has been agreed as appropriate IN ADVANCE at an Educational Supervisors Review.
- the outcome of the ES review is recorded as a PDP or in Educator Notes on the DiTs ePortfolio.
- the CS agrees that progress in the post is satisfactory.
- the rota manager approves the leave (or in GP practices, the CS)
- the course or conference is aimed at GPs.
- The DiT will be expected to pay for 50% of the course/study/conference expenses (course costs + travel + accommodation and subsistence). If a DiT is presenting a paper/poster/presentation relevant to Primary Care at a conference, then the PC Dean has the discretion to approve up to 100% of the costs. Details of such paper/poster/presentation should be uploaded to the ALM portal as part of the application. Funding will only apply to one conference per paper/poster/presentation.

There are a plethora of courses and conferences that a DiT could think would be relevant to their training. However regional teaching, tutorials with your Trainer and access to the automatically approved list will allow a DiT to cover the curriculum in order to qualify.

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