



National General Practice Training Programme

Training Agreement

1.0 Purpose

The Irish College of GPs is the professional body for General Practice in Ireland, accredited by the Irish Medical Council. The College's primary aim is to serve the patient and the general practitioner by promoting and maintaining standards of general medical practice.

The College is responsible for the delivery and management of GP training in Ireland. As part of this role, the College is responsible for setting standards of national general practice specialist training programme ("Training Programme") under the auspices of and accredited by the Irish Medical Council (Medical Council); and is the body responsible for the resourcing, management, and quality assurance of each Training Scheme.

The Medical Council is the competent authority charged with decisions relating to admission to the GP Specialist Register of doctors who have successfully completed GP Specialist Training and otherwise fulfil the conditions of satisfactory completion of specialist training (see below in relation to CSCST).

The remit of the Medical Council is to protect the public from health care professionals engaging in practice without appropriate expertise. The Medical Council requires advice on professional expertise from the training bodies. In view of the onerous requirement to fully satisfy the public interest, the College requires a high level of verification of professionalism and expertise of applicants to the GP Specialist Register.

The College reserves the right to amend or to update this Agreement prior to and/or during your training, should the College consider such amendments are needed or would be beneficial considering the development of the Training Programme or to improve the operation of the Training Programme. The amendments and/or updates will be binding on you and take effect 30 days after being notified to you.



2.0 Definitions

“The College” means the Irish College of GPs

The **“Training Programme”** means the National General Practice Specialist Training Programme - the programme of training delivered by the College through its constituent Training Schemes and accredited by the Irish Medical Council to meet the requirements for doctors entering the GP Specialist Register.

“Training Sites” means the location of work for Trainees, consisting of rotating hospital posts and GP training practices.

“Training Scheme” refers to a geographically related hub of Training Sites and teaching locations for delivery of the Training Programme. Training Schemes are managed and operated by the College.

“Trainee” means a medical doctor who has applied to and been accepted by the College to participate in the Training Programme.

“You” means the medical doctor who has entered this Agreement with the College, also referred to where appropriate as the “Trainee”.

“CSCST” refers to the Certification of Satisfactory Completion of Specialist Training.

“RPL” means Recognition of Prior Learning.¹

“EPA” means Entrustable Professional Activity.

“CPC” means Competency Progression Committee of the Scheme.

“ITER” means In Training Evaluation Report.

“GPTAC” means GP Training Academic Council, the academic decision-making authority for the National General Practice Specialist Training Programme.

“HSE” means the Health Service Executive.

“NCHD” means Non-Consultant Hospital Doctor.

“GP Registrar” means a GP trainee working in General Practice who is on the training register maintained by the Medical Council; generally, in years 3 and 4 of training.

3.0 Agreement

1. You and the College agree that your participation on the National General Practice Specialist Training Programme (the Training Programme) is subject to your acceptance of the following specific obligations and conditions:
 - 1.1. You have been accepted on the GP Training Programme commencing on 14th July 2025. Your employment contract is with the HSE. Depending on local arrangements, an employment contract or individual contracts are or will be issued to you by the HSE, and it is a condition precedent to your participation in the Training Programme that you must sign employment contract(s) in respect of each employment period. During your training you will be required to rotate across different locations (Training Sites) to meet your training requirements. This Training Agreement is an agreement regarding the supervision of your training on the Training Programme; nothing in this Agreement establishes or is intended to create an employer/employee relationship with the College, or between you and any other person.
 - 1.2. You must engage directly with the Training Site to which you are assigned by your Training Scheme in a timely manner to ensure employment requirements are met. This includes engaging with the HR department of your Training Site in a responsive and timely manner. Your acceptance of and continuing appointment to a post is contingent on you satisfying all the employment requirements. An employment contract is issued by the HSE and must be signed by you in respect of each employment period as you progress through the Training Programme.
 - 1.3. The HSE as employer requires that the College, as operator of the Training Programme, forward copies of your application form and references to the HR department / relevant managers at the Training Site upon your successful appointment to the Training Scheme. The standard NCHD employment contract requires that the trainee “must be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service”. You must declare any health issue or disability which could have an impact on your ability to fully engage in training or your clinical work to your Training Body (Irish College of GPs) immediately on accepting a place in the Training Scheme. This is to ensure you are properly assessed by the Occupational Health department prior to or on commencement of training and to have the necessary supports put in place. Discovery of a significant pre-existing health issue or disability which was not declared can invalidate your continuation in training. Health issues arising after acceptance of a post should be declared as soon as possible.
 - 1.4. As you continue through training there are absolute requirements from an employer perspective that you must meet prior to commencing employment at a Training Site.



1.5. By signing this Agreement, you acknowledge that for the purposes of the Data Protection Acts 1988 & 2003, the General Data Protection Regulation (GDPR) and Irish Data Protection Act 2018 the College will collect, use, store, process and disclose your data (including your personal data) for the purposes of your participation on the Training Programme, the operation of the Training Programme and in relation to verification of requirements for the CSCST. The College will share your personal data with the HSE (your employer), with the Training Sites for the purposes of your employment on the training site (including as outlined at clauses 1.2 and 1.3 above), with the Medical Council and with any other bodies as may be required for us to operate the Training Programme, perform our obligations to you, or under law, and/or for purposes set forth in our Privacy Notice.²

1.6. You acknowledge that the College may receive and process personal data about you from other sources, such as from referees, prior employers, an Garda Síochána and from Training Sites to the Training Scheme, and to the Irish College of GPs for the purposes of your application to the Training Scheme and assessment as you progress through the Training Programme.

This includes the processing of data as part of an electronic portfolio of training achievements, formative feedback (including but not limited to Entrustable Professional Activities and periodic reviews) and summative assessments, which will be recorded throughout your training. In certain circumstances, the College may collect and process certain special categories of personal data about you, such as health information or medical information. For example, we may need to process information about your health to ensure your occupational health and safety, to monitor sick leave, or to plan for maternity leave. Please refer to the College's Privacy Policy for further details.

1.7. It is a condition of your participation on the Training Programme that you are on and remain on the Trainee Specialist Register of the Medical Council for the duration of your National General Practice Specialist Training Programme. The College will notify the Medical Council of your training locations each year through the NCHD database. The College is responsible for ensuring that you are recorded on the Doctors Integrated Management E-System (DIME) as a GP trainee on the Training Programme. The Training Sites are responsible for entering/maintaining all hospital training posts on the DIME database. The Training Scheme is responsible for entering/maintaining all GP registrar training posts on DIME.

1.8. You must ensure your behaviour, deportment, and dress are always professional and appropriate to a doctor patient encounter in an Irish clinical context.

1.9. You must hold a current valid driving license or provide an undertaking that you will provide or arrange suitable alternative means of transport from commencement of GP training i.e., July 2025 when providing emergency and domiciliary care to fulfil the requirements of the whole Training Programme.



1.10 You should be familiar with and abide by the Current Medical Guidelines on Ethical Behaviour of Doctors of the Irish Medical Council.

1.11 You are required each year to declare that you are meeting the conditions set down in this Agreement while enrolled in the Training Programme.

2. You are required to fully co-operate in all aspects of GP Training to the satisfaction of the College, and to act in good faith in relation to your participation in the Training Programme.
3. The College is committed to supporting all Trainees throughout the Training Programme and will provide support and guidance to you on all matters relevant to training. If difficulties arise, you should seek support in the first instance from your immediate Supervisor/Trainer, and if necessary, from the Training Scheme Director. The College operates a GP Trainee Grievance Procedure. This procedure relates solely to educational grievances and is available to all GP trainees. This can be found on the Irish College of GPs website.
4. While registered on the Training Programme, trainees also fulfil a service commitment under their employment contract as an integral part of training. It is your responsibility as a Trainee to ensure that you fulfil your service requirements appropriately and work co-operatively with all members of the clinical team.
5. The Trainee must actively participate in the day release and complete all assessments and requirements for CSCST, as a condition of participation in the Training Programme. It is your responsibility as Trainee to ensure that all curriculum requirements including, electronic recording of EPA feedback, logbooks, and any other assessment requirements are fulfilled and returned in timely manner.
6. If the College considers that your progress on the Training Programme is unsatisfactory, you may be asked to undertake additional training and/or assessment, as recommended by the Competency Progression Committee or Irish College of GPs personnel. In exceptional cases, where your continued performance, despite notification and assistance, remains unsatisfactory, you may be removed from the Training Programme, in accordance with the assessment of the Progression Review Committee.
7. If you are dismissed from employment by your employer following a full assessment of the circumstances using appropriate procedures determined by the Health Service Executive Human Resource department, the College reserves the right to terminate this Training Agreement and your participation in the Training Programme.



8. If you resign from a training post assigned to you by your Training Scheme, this will terminate your Training Agreement and your participation in the Training Programme subject to a notice period per your contract of employment.
9. The Training Programme is designed to be full-time (with the exception of formal flexible training) and requires that the Trainee is fully committed and exclusively utilises available work time for the Training Programme.

The Medical Council has stated that Trainees cannot engage in locum practice in a private, non-training capacity while they are registered in the Trainee Specialist Division. In exceptional circumstances, in the final year of their training a GP Registrar can 'act up' as a GP for a period of up to three months with the prior approval and agreement of the Training Scheme Director, and with appropriate supervision in place. However, GP Registrars may **not** act as a locum GP outside of the Training Scheme in a non-training capacity.

Once a GP Registrar has been identified to 'act up', it is then a matter of ensuring that the clinical site at which they are providing cover is included as a Training Site in their training contract. It may, therefore, be possible for a GP Registrar in the final year of participation on the Training Scheme to provide GP cover in an approved post linked to the Training Scheme, for a maximum of 3 months, once a suitable mentor/supervisor is available to them.

10. It is your responsibility to maintain up-to-date personal details with the College. All documentation / certification requests from the College and Training Scheme should be attended to in a timely manner. If you are, or propose to be, on extended leave (10 consecutive training days or 2 calendar weeks not accounted for by annual leave or educational leave) you must notify the training scheme promptly.

If you wish to withdraw from the Training Programme you must formally notify the College of your resignation in writing, subject to employment notice periods, and complete an exit interview with a nominee of the National Director.

11. It is recommended that you notify your trainer and Training Scheme if you are referred to the Irish Medical Council or subject to Irish Medical Council supervision, on grounds relating to health, registration, or disciplinary matters. The purpose of this is to ensure that any Trainee subject to intervention or scrutiny from the Medical Council based on disciplinary, health or registration grounds is supported by the College in this process.
12. You must always act professionally in your interaction with the Training Site, the Training Scheme, the College, and associated administration.



13. During training and indefinitely thereafter you are legally obliged to respect patient confidentiality at all times. Note that the Clinical Indemnity Scheme does not cover defamation or breach of confidentiality. Furthermore, the Clinical Indemnity Scheme does not cover certain other situations, such as representation at disciplinary and fitness to practice hearings, criminal matters, or Good Samaritan acts out of the jurisdiction of the Republic of Ireland. It is **strongly advised** that trainees take out additional indemnity cover.
14. The College undertakes to conduct the Training Programme transparently and impartially in the best interests of education and training standards as promoted by the College. The Programme's procedures may be subject to review and amendment by the appropriate training committee of the College (e.g., GPTAC).
15. While the College, in organising the Training Scheme, will endeavour to co-ordinate and make a sequential allocation to ensure smooth, uninterrupted training, on occasions it may happen that there are insufficient clinical posts in a given year, requiring deferment of training for certain Trainees for a period. The College has no liability to support you or any Trainee in such an eventuality.
16. If your training period is extended for whatever reason, employment may be continued for a defined period with the agreement of your employer, the Training Site and the Training Programme. Alternatively, you may be assigned to another Training Site. The reasons for this extension will be explained to the Trainee and confirmed in writing.
17. By signing this Agreement, you acknowledge and agree to comply with the specific educational terms and conditions for the provision of training by the College as set out in the Appendix.
18. You are expected to take the Membership Examination of the Irish College of GPs (MICGP) in a timely manner during your participation in the Training Programme.
 - Specifically, you **must** take the Core Knowledge Test (CKT) Module of the MICGP before the end of Year 3 of training. Any delay in this must be discussed with your Training Scheme and reported centrally. It is not required that you achieve a passing grade in this test to progress to Year 3 of training, but it is required for successful completion of the MICGP. Please note that these



requirements are subject to change while you are in training. Where they do, you will be given notice of same.

- It is expected that you will attempt the Clinical Knowledge Test (CCT) Module from Year 3 of training, with your first attempt falling no later than six months before your scheduled end of training date in Year 4.
- It is your responsibility to register for the relevant MICGP Modules in line with the timelines outlined above.
- Successful completion of the MICGP exam is a requirement for end point assessment of Trainees, and a precondition to receipt of a CSCST and to applying to the Medical Council for admission to the Specialist Register of General Practitioners.

19. Membership of the College testifies that the doctor has attained the requisite standard to practice independently and without supervision. This is based on experiential apprenticeship over a specified time and on the outcome of periodic assessments in different domains, including knowledge, skills, behaviours, and attitudes related to the Curriculum for GP Training. Membership of the College is awarded a Certificate of Satisfactory Completion of Specialist Training (CSCST), successful completion of the MICGP Examination and election to membership. Fees in respect of the MICGP Examination are the responsibility of the Trainee.

20. It is anticipated that the structure of GP training and assessment will change over the duration of your participation on the Training Programme. The College will keep you informed of changes which affect the Training Programme. The College reserves the right to make assessments based on the curriculum in force at the time of certification. Where major changes in curricular requirements occur, such changes and any transitional requirements will be communicated in advance by the College.

21. The College may terminate this Training Agreement on giving 15 days written notice to you if:



- You breach any provision of this Training Agreement, and you have failed to remedy that breach within 15 days of receiving written notice of the breach from the College;
- You are convicted of a criminal offence;
- You are considered by the College to be guilty of serious misconduct, breach of confidentiality, breach of professional conduct rules, fraud, or dishonesty;
- You have knowingly or recklessly provided inaccurate or misleading information to the College;
- You have neglected or failed or refused to observe the requirements of the Training Programme.

In such circumstances, the College will have no further liability to you in relation to your participation in the Training Programme or in respect of any costs, losses or expenses you may suffer as a result of such termination.

22. The College's total aggregate liability to you for any claims, losses, liabilities, costs and expenses, whether in contract, tort (including negligence) or otherwise, arising under or in connection with this Training Agreement is limited to €1000. The College is not liable to you for any loss of income or revenue, loss of contract or employment opportunity, or for any wasted time or costs, or any indirect or consequential loss suffered by you, however arising and whether under contract, tort (including negligence) or otherwise, even if foreseeable.
23. This Training Agreement may be executed in two or more counterparts, including by either party electronically signing a copy, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. An electronic signature is conclusive evidence of a party's intention to be bound by this Agreement and has the same legal validity and enforceability as a wet ink signature for all purposes.
24. This Training Agreement and any claim, matter or dispute arising out of or in connection with it is governed by and interpreted in accordance with the laws of Ireland. The courts of Ireland have exclusive jurisdiction to hear and determine any claim, matter or dispute between us.



Appendix 1

Educational Terms and Conditions for the provision of Training by the Irish College of GPs

The following is a guide to the minimum requirements to support a competency progression committee decision that a doctor is ready for independent practice and can be recommended for the GP Specialist Register of the Irish Medical Council. It is the duty of the Trainee to ensure each of these criteria is satisfied. The award of a Certificate of Satisfactory Completion of Specialist Training (CSCST) is based on satisfying the scheme competency progression committee of being fit for independent practice as a GP in Ireland.

1.1 Duration of training

Certified training is four years in duration (unless by exception for trainee receiving recognition of prior learning (RPL)¹) of which a minimum of 50% must be in general practice.

Training must be completed **within six years** of the date of commencement of the first training post to preserve the educational validity of the process. In exceptional circumstances, this period of six years can be considered for extension by the GP Training Directorate.

1.2 Clinical and competency progression components

Clinical service commitments must be fulfilled in accordance with the terms and conditions of Health Service Executive (HSE) employment contracts.

Full attendance is expected by Trainees in their clinical posts and a minimum of 75% attendance is mandatory in each clinical post for Trainees on a four-year scheme. For RPL Trainees, a minimum of 80% attendance is mandatory in each clinical post.

Satisfactory completion of each clinical rotation will be evidenced by the submission of the standard end of rotation evaluation (In Training Evaluation Report / ITER) for each rotation. 3 ITERs must be mandatorily completed per 12 months of GP registrar placement.

Demonstrated competency progression in each clinical post will be evidenced through Entrustable Professional Activity (EPA) records. These are reviewed by the Training Scheme as defined by Competency Progression Committee (CPC) policy.

¹ See [here](#); Applicants successful in obtaining RPL will have training shortened from four years to three years, at least two years of which must be in general practice.



EPA records must satisfy the agreed national standard, to include the following required intimate examinations:

- Breast examination.
- Bimanual examination of the female pelvis.
- Vaginal/vulval examination in women, considering also trans men.
- Scrotal/penile examination in men, considering also trans women.
- Digital rectal examination.

1.3 Day release participation

Evidenced by Training Scheme reports. Full attendance and participation at day release is expected unless evidence is supplied for any leave or mitigation. Day release is an integral part of the working week and is governed by the same employment expectations as clinical work.

1.4 Video consultations

Evidenced by written Trainee analysis of a video-recorded real patient consultations as required by the agreed Training Scheme and / or national standard.

1.5 Basic life support certification

Evidenced by a certificate of completion of basic life support by an accredited provider within the previous 2 years of the proposed date of satisfactory completion of training.

1.6 Urgent and unscheduled care

Demonstrated competence in urgent/unscheduled care, including out of hours duty, to the agreed national standard of a minimum of 120 hours per year in years 3 and 4 of training.

1.7 Research and audit

Demonstrated competence in research and/or quality assurance and enhancement skills to the agreed Training Scheme and / or national standard.

1.8 MICGP examinations



Evidenced by the satisfactory completion of all MICGP Examinations according to the provisions set down in the MICGP exam regulations.

1.9 Compliance with GP training policies

Throughout training, trainees will comply with College policies and procedures as approved by the GP Training Academic Council, and with the terms and conditions set down in the GP Training Agreement.