

GP Registrar Induction checklist

Week 1: Orientation

- ☐ Meet your GP trainer and the wider practice team
- ☐ Complete local practice induction (systems, policies, safety protocols)
- ☐ Set up access to clinical systems (e.g., EMIS, SystmOne)
- ☐ Review the induction timetable from your local deanery
- ☐ Log in to your **Trainee Portfolio** and begin familiarising yourself with the platform
- ☐ Attend your **Deanery induction** or welcome day
- ☐ Attend an RCGP welcome day (online or in person)
- ☐ Review safeguarding policies and key contacts
- ☐ Begin shadowing consultations

Week 2: Getting settled

- ☐ Have a one-to-one with your Educational Supervisor
- ☐ Complete any outstanding mandatory training (e.g., BLS, Information Governance)
- ☐ Review the [GP curriculum](#) and key competencies
- ☐ Start logging reflections or learning events in your Trainee Portfolio
- ☐ Join your local **RCGP Faculty** and explore upcoming events
- ☐ Attend your first local teaching session or group tutorial

Week 3-4: Building your confidence

- ☐ Begin supervised consultations with feedback
- ☐ Complete first **Workplace-Based Assessments** (e.g. CbD)
- ☐ Identify learning goals with your GP trainer (Personal Development Plan)
- ☐ Familiarise yourself with referral pathways and prescribing systems
- ☐ Explore local wellbeing or peer support resources
- ☐ Book time for regular feedback and reflection sessions