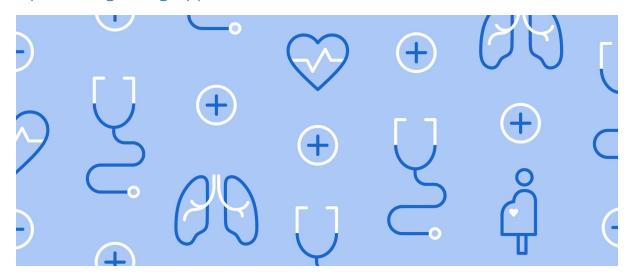


North West Workforce, Education and Transformation Post-CCT Fellowship

This information is available as a screen reader friendly PDF, <u>linked here</u>. If you would like this document or information in an alternate format, for example large print or coloured paper, please let us know.

Update Regarding Applications



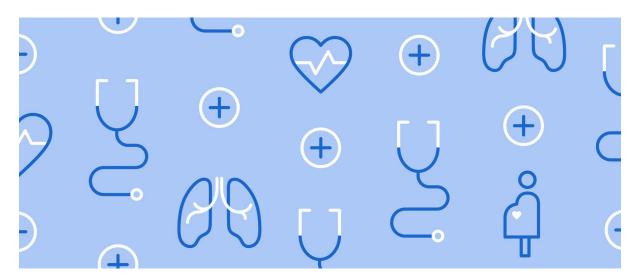
Applications are now live for the 2025-2026 North West Workforce, Training and Education (NW WTE) Post-CCT Fellowship.

Please read the below information prior to applying.

The deadline for submissions is **Friday 3rd October 2025 at 5pm.** To apply, please complete the form linked below:

Applications - 2025 Post-CCT Fellowship

Overview



What is the NW WTE Post-CCT Fellowship?

The Fellowship programme delivers benefits to the Fellows, patients, local health systems and the wider NHS through upskilling individuals across the spectrum of clinical practise, leadership and education. In addition, it supports the development of new ways of working as well as offering a route into portfolio working, therefore potentially boosting retention.

The aim of the programme is to support GPs within their first five years to develop the leadership skills required for the future of General Practice. This will facilitate both individual career development and local health service needs. The programme offers the opportunity to develop shared posts between employers, for example across practices, between primary and secondary care or between practices and primary care organisations.

NW WTE will prioritise applications from organisations based in areas of deprivation, areas working with vulnerable populations, or under-doctored areas, as well as practices with potential fellows already recruited/lined up within their first five years with a clearly identified development plan. NW WTE will also prioritise non-training practices.

The Fellowship programme delivers benefits to the Fellows, patients, local health systems and the wider NHS through upskilling individuals across the spectrum of clinical practise, leadership, and education. In addition, it supports the development of new ways of working as well as offering a route into portfolio working, therefore potentially boosting retention.

Aims of the NHSE NW Post-CCT Fellowship Programme:

Meet regional and local population health needs by:

- Aligning with ICS (Integrated Care System) or other locally identified priorities linked to the NHS 10 Year Health Plan.
- Contributing to the delivery of high-quality health care
- Addressing unequal workforce distribution
- Reducing health inequalities
- Making the GP role more attractive and helping "deliver the promise" of a varied and stimulating career.
- Contributing to the development of future GP system leaders

Eligibility

Fellows appointed by successful organisations should:

- be within the first five years of achieving their CCT
- hold a license to practice with the GMC
- have full inclusion on the National Medical Performer List

Fellowship Job Plan

• GP fellowships should usually include a minimum of four clinical sessions in primary care and two sessions of personal development time per week.

- An integrated Fellowship offering opportunities to develop across clinical systems will
 usually include a minimum of three clinical sessions in primary care, and a minimum
 of two sessions in another clinical sphere of work and two sessions of personal
 development time per week.
- Fellowships must offer the opportunity to develop a specific area of work such as
 frailty, mental health, health inequalities or other clinical or leadership areas aligned
 to the NHS 10 Year Health plan and the 3 key areas.
- Personal development time should be self-directed by the fellow in areas of relevance to their fellowship, e.g. quality improvement activities, attendance at courses/university, time spent shadowing or in other organisations, attendance at education events locally such as Post CCT fellow support, Higher Professional Education (HPE). Priority will be given to practices who have a clear plan in place with identified fellow SMART objectives and development plan in place.
- Fellows will be required to start/develop their educator journey during their fellowship either by completing the Wider Workforce clinical supervisor course/foundation supervisor course or progressing further as a GP educator.
- Host practices and organisations need to provide mentorship and supported to get
 the best from the scheme, for example a named GP or lead who should meet at least
 monthly to review progress and provide support and completion of required monthly
 documentation.
- The Practice/PCN should also support fellow to share wider the achievements of the fellowship

Funding

Partner organisations are responsible for setting salary and terms & conditions for the fellows, who should be paid for every session worked, including their personal development time. In multiple partner bids, robust internal arrangements should exist to handle the recharging of salary costs.

For 2025/26, we are able to offer each fellow 2 supported sessions plus a bursary:

- NW WTE will reimburse £10,856 per session aligned to personal development (which equates to £21,712 for 2 sessions. This is inclusive of oncosts for the host)
- For each fellowship, NW WTE will also provide up to a maximum of £5,507 for education support for which a schedule of expenditure will be required.
- This money will be paid on receipt of an invoice once a fellow is in post. Partner organisations will also be responsible for ensuring that appointed NW WTE fellows are not receiving double payments i.e. using NW WTE Post-CCT Fellowship funds and

other fellowship funding such as the NHSE New to Practice Fellowship funding to support the same session(s) or the same educational development initiatives.

All successful bidders will need to have signed the Education Funding Agreement prior to receiving the funding. If you have not yet signed the agreement, we will submit your details for the commissioning team to generate your agreement, which will be emailed to you for completion.

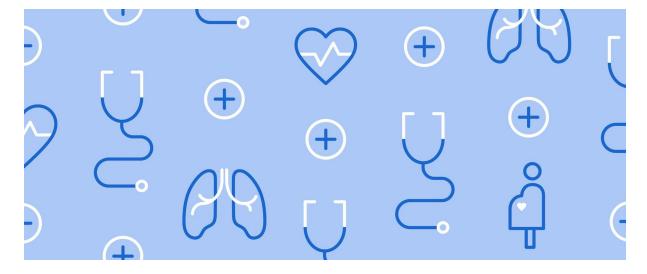
Expectations of Host Practice/PCN

- employment of fellow
- Provide mentorship with at minimum monthly contact
- ensure required submissions are completed to NHSE WTE NW Primary care school
- escalate concerns if fellow not on track to deliver objectives

NW WTE Support

All post CCT fellows will be invited to an induction session to enable them to meet other fellows and plan their development and quarterly catch-up online meetings. In addition, they will be invited to attend the Higher Professional Education (HPE) programme which consists of five days each year and the Wider Workforce clinical supervisor course.

Applying



Interested Fellows

To be eligible for our NW WTE Fellowship you must be within your first 5 years post-CCT

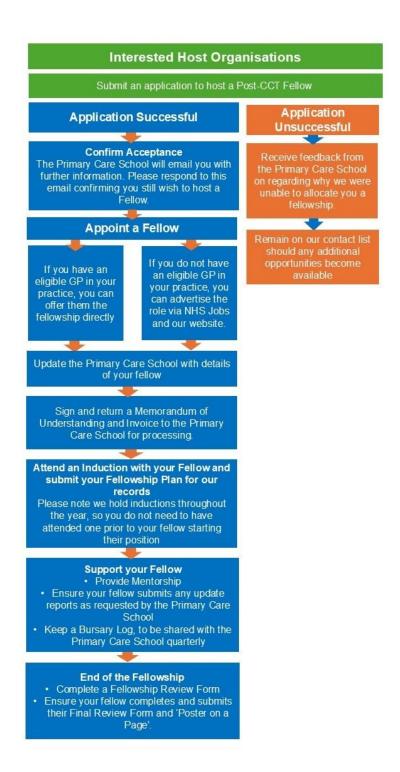
If you are currently employed by a practice

If you are currently employed by a practice and are interested in the fellowship, you can encourage your practice to apply for a Fellowship

The practice must be responsible for completing and submitting the application and be aware of their responsibilities when applying

If you are <u>not</u> currently employed by a practice

If you are eligible, and not currently employed with a practice, available posts may be advertised on our website and via NHS Jobs. You can then contact the practice directly for further information. We cannot guarantee fellowship jobs will be advertised however, as practices are able to recruit fellows internally.



Who Can Apply?

Bidding partner organisations should be North West-based health organisations within the health, social or voluntary sectors.

Submissions are invited from:

- GP practices
- PCN
- Federations/ larger at scale primary care organisations

All successful bidders will need to have signed the Education Funding Agreement prior to receiving the funding. If you have not yet signed the agreement, we will submit your details for the commissioning team to generate your agreement, which will be emailed to you for completion.

Fellowship Strands and Local Priorities

Applications can be sought under the 3 key areas identified in the NHS long term plan; Sickness to prevention, analogue to digital, hospital to community as well as working at scale.

Prioritisation of Applications

Applications from organisations based in areas of deprivation, areas working with vulnerable populations, or under-doctored areas, will be prioritised.

You can find your practice's deprivation percentile using the PHE Fingertips Tool:

https://fingertips.phe.org.uk/profile/general-practice

NW WTE will also prioritise non-training practices to support increasing capacity in the North West with the requirement that the environment becomes an approved learning environment during the fellowship year.

How to Apply

Applications are now open for the 2025-2026 North West Workforce, Training and Education (NW WTE) Post-CCT Fellowship.

The deadline for submissions is **Friday 3rd October 2025 at 5pm.** To apply, please complete the form linked below:

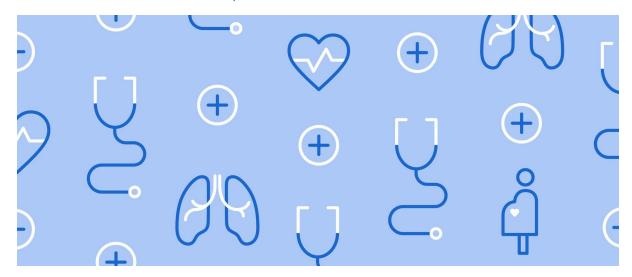
Applications - 2025 Post-CCT Fellowship

CONTACT DETAILS Fellowship Support:

Primary Care School - england.primarycareschool.nw@nhs.net

Fellowship Clinical Lead: Dr Gill Tonge – gill.tonge@hee.nhs.uk

Successful Bids - Next steps



Appointing a Fellow

Successful partner organisations are responsible for the advertisement, recruitment, and appointment of fellows. NHSE NW may provide support with communication to interested applicants where appropriate.

All aspects of employment, including salary, terms and conditions, pre-employment checks and eligibility to work in the UK are the responsibility of the employer. BMA agreed standard contracts are recommended.

Any organisations appointing fellows who hold visas (such as a Skilled Worker Visa) must hold the relevant sponsorship license and adhere to UK Visas & Immigration (Home Office) regulations.

NW WTE supported personal development time is limited to 12 months per fellow, though partner organisations may choose to offer longer contracts. Fellows opting to undertake the fellowship LTFT will be entitled to the same total number of funded personal development sessions.

Eligibility

Fellows appointed by successful organisations should be within the first five years of achieving their CCT, hold a license to practice with the GMC and have full inclusion on the National Medical Performer List.

We will allow practices and organisations who have appointed new salaried GPs or GP Partners within their first five years post CCT to bid, assuming the GP is eligible for fellowship.

When a Fellow has been appointed

When a Fellow has been appointed

In the email confirming you have been successful, we will share the following documents/links:

- Invoice to complete and return to us directly for processing
- Supplier details request form if you are not an existing supplier
- A link to the Newly Appointed Fellows form to be completed when you have appointed your fellow

When we receive the newly appointed fellow information we will:

- Contact you with a Memorandum of Understanding (MOU) to be signed and returned by the fellow and the practice
- Contact the fellow directly with additional resources and a link to the post-CCT fellows WhatsApp group
- Inform you and the fellow of the next induction session
 - You do not need to attend an induction prior to your fellow starting, as we are aware that the fellows often start at different stages and may not receive an induction immediately.
- Share the report links for the required Induction Plan submission

Report Submissions

Throughout the fellowship we will request submissions at the following frequency:

• Within the first month

 Whether you are attending an induction in the first month of the fellowship or not, we do ask that you complete and submit the Fellowship Induction
 Plan MS Forms return within the first month.

Monthly

 You will be contacted once a month to submit the monthly development plan update

Quarterly

 You will be contacted quarterly to submit the Bursary Log, detailing how the bursary has been used

• Every 6 months

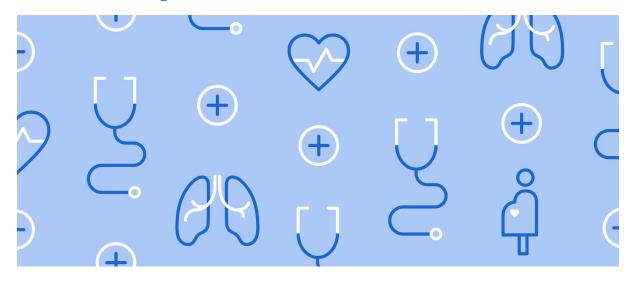
You will be contacted to submit your mentorship log to date

• End of Fellowship

 You will be contacted at the end of the fellowship to submit a fellowship evaluation and for the fellow to submit a presentation. More information about these will be shared nearer the time.

It is mandatory for you to submit the information when requested.

FAQs for Host Organisations



On the application form you ask us if the prospective fellow is already employed in our practice. We are looking to approach our GPST3 to work in the practice when they CCT – should I answer yes or no to this question?

If you have a qualified GP currently employed in your practice then it would be 'yes' for employed in your practice, and the start date would be the date they became employed.

If you are referring to an ST3 GP, who you are hoping to recruit, you could select 'no' if they are not employed by you but simply undertaking a placement at your practice.

Can a GP Partner be a fellow?

A partner can apply to be a fellow, but they would need to be within the first 5 years of qualification.

Who can mentor the Fellow?

Host practices and organisations should consider how the fellows will be mentored and supported to get the best from the scheme. We expect the fellows to have a support person in the practice to help them co-ordinate what they are doing and bring it into the practice/PCN work – we would anticipate a named GP (or manager) to do that, and to meet with the fellow at least monthly to review progress, provide support, and discuss how their development can integrate into the practice/PCN.

An induction plan and a monthly development plan need to be submitted by the fellow and signed by mentor

What Funding is Available?

Partner organisations are responsible for setting salary and terms & conditions for the fellows, who should be paid for every session worked, including their personal development time. In multiple partner bids, robust internal arrangements should exist to handle the recharging of salary costs.

For 2025/26, we can offer each fellow 2 supported sessions plus a bursary:

- NW WTE will reimburse £10,856 per session aligned to personal development (which equates to £21,712 for 2 sessions. This is inclusive of oncosts for the host)
- For each fellowship, NW WTE will also provide up to a maximum of £5,507 for education support for which a schedule of expenditure will be required.
- This money will be paid on receipt of an invoice once a fellow is in post.

Partner organisations are also responsible for ensuring that appointed NW WTE fellows are not receiving double payments i.e., using NW WTE funds and other fellowship funding such as NHSE New to Practice Fellowship funds to support the same session(s) or the same educational development initiatives.

What is the Education Funding Agreement and why do the practice need to have signed this?

The NHS Education Funding Agreement (EFA) is a 3-year agreement running from 2024/25 through to 2027/28 and replaces the first NHS Education Contract. The EFA has now been formally approved for use by NHSE and can be found here -

https://www.england.nhs.uk/publication/nhs-education-funding-agreement-april-2024-march-2027/

The document is a standard template and relates to all medical training and education providers including NHS Trusts and HEIs, as well as Private, Independent, and Voluntary organisations (PIVOs), including GP practices. The EFA provides essential assurance for the taxpayer regarding the significant budgets invested each year in the NHS workforce.

This is an important document for practices as it will enable NHSE to make certain payments directly to those practices who sign the document (e.g. for GP trainer grants, Fellowships, apprenticeships etc). It is necessary because GMS/PMS/APMS contracts do not include provision for training elements, and so we are unable to use those contracts to pass these monies to your practice. We therefore need an alternative contractual mechanism with practices to do so (as well as with other providers of primary care training). The EFA is the umbrella document for doing this and has been developed and simplified for use across the NHS, based on extensive stakeholder feedback.

We recognise, that as a result of the wide intended audience for the EFA, the document is not obviously bespoke to general practice. It should be understood as simply being a vehicle

to enable you to be paid more easily and quickly. We have held specific conversations with the BMA, who have indicated they have no concerns with the document.

The document will come to the fellowship applicant as the contact we hold for the practice, but we acknowledge that you may not be the right person to sign this on behalf of your practice. When the document is issued via DocuSign for signature, we will include details on how you can forward this to the appropriate colleague to sign on the organisation's behalf.

For further information about the EFA please visit NHS Education Funding
Agreement 2024-27

We have an interested GP who started in post before April 2025, can we apply/offer them the fellowship?

Fellows now only need to be within their first five years post-cct to be eligible. The post does not have to be their first substantive post in practice and does not need to have started in this financial year.

Is there a GP Contract Template for the fellowships?

We recommend BMA agreed standard contracts, which you can find further information on below:

BMA Contracts Website

Sessional and locum GP contract guidance

Salaried GP model contract toolkit

Should we be paying Pension contributions on the fellowship sessions?

The Fellowship payment from NW WTE covers salary and on-costs for the GP Fellows, so is pensionable. The payment we make for the 2 sessions is effectively a standard contribution so it may not cover all the costs incurred by the practice (depending on the salary you pay the fellows/staff).

Should we be giving annual leave allowance including the fellowship sessions?

The practice/organisation is the employer and will employ the fellow, so the fellowship sessions should effectively form part of your agreement/contract with the fellow rather than these being 'additional.' Therefore, their annual leave entitlement should be amended to reflect the additional sessions because they are employed and paid by the practice for these. (With the NW WTE payment reimbursing the bulk of the costs).

What does a Full-Time Fellowship role entail?

The full-time programme is likely to be delivered over a 9-10 session week and run for 12 months. The programme will allow for local variation in terms of content and clinical focus; the structure of Fellowship programmes will include:

- At least 40% (likely 3- 4 sessions p/w) of traditional general practice, to develop clinical maturity as a GP. It is likely a primary care provider will be the main employer.
- Up to 40% of time to develop skills and involvement in GP development beyond the MRCGP curriculum and relevant to the fellowship and the NHS 10 year health plans. This might cover areas of workforce development within a practice/PCN including new ways of working, and could also be focused on priority areas for development such as urgent and emergency care or leadership, or in specific/ specialty areas for example care of the elderly such as frailty, mental health, oncology, paediatrics, veteran's health, dermatology, diabetes etc. It may be a mix of clinical and organisational work.
- 20% (2 session p/w) of protected education and training time. It is intended that an academic foundation will underpin the programme and provide robust governance and quality assurance. This may involve completion of a Postgraduate Certificate. A bursary of £5,507 is available to support Postgraduate Certificates and Diplomas available in a range of areas, to be chosen by each fellow.
- Fellows will attend an induction and quarterly online meetings facilitated by NHSE WTE NW and will also be invited to attend Higher Professional Education, Wider Workforce Clinical Supervisor course and other appropriate events.

If a fellow works LTFT, would they still be eligible for the full bursary amount? The bursary isn't pro-rata so if a Fellow works LTFT they would still be eligible to receive the full bursary of £5,507.

If a fellow works LTFT would the practice be able to claim the full £21,712 for 2 sessions or is this on a pro-rata basis?

The LTFT payment to practice would depend on the fellowship sessions worked. If the Fellow is working LTFT but still undertaking 2 fellowship sessions per week, then the practice would receive the payment for both sessions (£21,712). If the fellow is working LTFT and only undertaking 1 fellowship session per week, the practice would receive the payment for one session (£10,856).

What should a fellow's job plan include?

GP fellowships should usually include a minimum of four clinical sessions in primary care and two sessions of personal development time per week.

An integrated Fellowship offering opportunities to develop across clinical systems will usually include a minimum of three clinical sessions in primary care, and a minimum of two sessions in another clinical sphere of work and two sessions of personal development time per week.

Fellowships offering the opportunity to develop a specific area of work such as frailty, mental health, dermatology or other clinical or leadership areas will be encouraged.

Personal development time should be self-directed by the fellow in areas of relevance to their fellowship, e.g., quality improvement activities, attendance at courses/university, time spent shadowing or in other organisations, attendance at education events locally such as Post CCT fellow support, Higher Professional Education (HPE)

The fellow should have two sessions per week to develop additional areas of work, and we would usually expect that include some educational time, for example a diploma, though that may depend on what is available for the area they are developing. They may also do some shadowing and personal learning and plan how to integrate developments into the practice.

The practice should arrange at least monthly sessions with a supervisor to see what they are doing and discuss how their development can integrate into the practice, completing the relevant paperwork. and submitted to NHSE WTE NW Primary care School.

The purposed job plan needs to be submitted as part of the application.

How do I log the fellowship progress?

At the Induction Fellows will complete a Fellowship development plan, considering:

- What do I want to achieve over the next year?
- How will I do that? Consider courses, shadowing, personal learning.
- What project work will I achieve?
- Personal Development Plan
- What support will I need?
- What will I have done by the end of this month?

They will be given access to a template to log their development work on and should meet with their mentor to discuss these regularly.

Mentors and fellows should keep a log of what the £5,507 bursary was spent on during their monthly meetings and share this with NW WTE quarterly.

NHSE will request a monthly update via email regarding the fellowship progress.

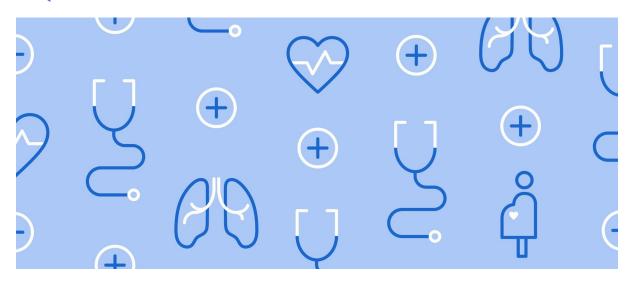
What happens if the fellow leaves practice during the fellowship period? If your fellow choses to leave practice, please inform england.primarycareschool.nw@nhs.net

The fellowship funding is primarily awarded to the practice, who can choose to keep the remaining funding and appoint an eligible fellow to utilise this, however we have also worked with practices previously to transfer the remaining funding to the fellow's new practice to continue their fellowship if appropriate. Any unused funds at the end of the fellowship should be returned to NW WTE.

Additional Queries

If you have any queries not covered in this FAQ, please email us via england.primarycareschool.nw@nhs.net for further information.

FAOs for Fellows



How does the NW WTE Post-CCT Fellowship differ from the NHS New to Practice Fellowship?

The NHSE New to Practice fellowships are only for GPs in their first two years post CCT. Due to recent changes in the New to Practice Fellowship, the support offered may differ depending on the date this fellowship was started, and the ICB you are based in. The NW WTE Post-CCT Fellowship is for GPs in their first 5 years.

I started in post before April 2025; can I still undertake a fellowship?

Fellows now only need to be within their first five years post-CCT to be eligible. The post does not have to be their first substantive post in practice and does not need to have started in this financial year.

If I am undertaking an NHSE Fellowship and am successfully appointed as a NW WTE Fellow, what are my options?

Due to recent changes in the New to Practice Fellowship, the support offered may differ depending on the date this fellowship was started, and the ICB you are based in. If you are considering undertaking both fellowships simultaneously, please contact the Primary Care School to discuss how best to optimise your opportunity.

Who is my employment contract with during the fellowship?

Your contract of employment will be with the hosting practice/organisation during this time. You will not be supernumerary.

How would someone apply for Skilled Worker Visa sponsorship?

NW WTE are unable to sponsor successful fellows for their Skilled Worker Visa applications. Sponsorship would need to be obtained by the employing organisation or placement host. For more information, please visit the following link: https://www.gov.uk/uk-visa-sponsorship-employers/types-of-licence

You can also contact your local NHSE Workforce Team, via the details below, who may be able to support you with your application or visit the GOV.UK Skilled Worker Visa page for more information - https://www.gov.uk/skilled-worker-visa

GREATER MANCHESTER

- · Training Hub Team GMTH@GMFeds.co.uk
- · NHSE Workforce Team wendy.ryan2@nhs.net

CHESHIRE & MERSEYSIDE

· Training Hub Team - cmicb-sth.cheshireandmerseysideth@nhs.net

LANCASHIRE & SOUTH CUMBRIA

- Training Hub Team <u>mbpcc.lscthub@nhs.net</u>
- · NHSE Workforce Team mbpcc.lscth.workforce@nhs.net

What is the salary for a Post CCT Fellowship?

Your host organisation will pay your full salary, and this will reflect current market rates. They will get remunerated by NW WTE for 2 sessions per week (up to a maximum of £21,712 including oncosts).

What is the limit for bursary support for postgraduate certificate and diplomas?

The maximum bursary for post-CCT Fellows is £5,507. Some fellows chose to use this as a contribution towards a more expensive courses, whilst others use it to fully fund other lower priced courses.

How do I claim my bursary funding?

Your practice will have received the funding directly – please reclaim from them and keep a log of your spend.

Is the funding pensionable?

The Fellowship payment from NW WTE covers salary and on-costs for the GP Fellows, so is pensionable. The payment we make for the 2 sessions is effectively a standard contribution

so it may not cover all the costs incurred by the practice (depending on the salary they pay the fellows/staff).

Can the bursary be used for society membership to access courses?

If you are accessing educational resources this is fine, however it should not cover BMA or RCGP fees, and should reflect your fellowship objectives.

Will the fellowship affect my annual leave?

The practice/organisation is the employer and will employ the fellow, so the fellowship sessions should effectively form part of your agreement/contract with the fellow rather than these being 'additional.' Therefore, their annual leave entitlement should be amended to reflect the additional sessions because they are employed and paid by the practice for these. (With the NW WTE payment reimbursing the bulk of the costs).

I have completed by PgCert (or equivalent) which was funded by the Fellowship, am I still entitled to the additional 2 session payment I am receiving via my practice?

If you are still within the 1-year period of your fellowship (e.g., you started on 10th April 2025, and it is not yet 10th April 2026) then you should continue to receive the sessional pay and sessions as the practice has been funded for them – you could use the time to put some of what you have learnt into developing education into the practice, or other study.

What happens if I leave my practice during the fellowship?

If you chose to leave the practice during your fellowship, the practice has the right to retain the remaining unused funds and allocate these to a new, eligible fellow.

In some circumstances we have been able to negotiate a funding transfer to a new practice so the fellow can continue, however this is on a discretionary basis.

How can I raise any concerns?

If you have any concerns during your fellowship, please contact england.primarycareschool.nw@nhs.net and we will arrange a chat with our fellowship lead to discuss.

Contact Us



If you have any queries not covered in this FAQ, please email us for further information.

Fellowship Support: Primary Care School - england.primarycareschool.nw@nhs.net

Fellowship Clinical Lead: Dr Gill Tonge-gill.tonge1@nhs.net