

Development, Job Plan and Support Agreement

Prepare a specific employer proposal for time, access, supervision
and assessment

- ✓ Six structured planning stages
- ✓ Private writing space and evidence prompts
- ✓ Source, confidentiality and review safeguards

Prepared for SAS, locally employed and other UK doctors

Author: Dr N Aziz

Before you write

Use this on a trusted device or paper copy. Record authorised references rather than copying patient-identifiable, learner-identifiable or restricted employer material. Nothing is sent to SAS Doctors Review.

1. Development purpose

Complete only what is relevant. Use factual language, cite current sources and ask an appropriate adviser to challenge assumptions.

Curriculum gap**Why current role cannot evidence it****Proposed activity****Expected patient and service benefit**

2. Roles

Complete only what is relevant. Use factual language, cite current sources and ask an appropriate adviser to challenge assumptions.

Line manager

Clinical or educational supervisor

SAS tutor or equivalent

Supporter and Responsible Officer boundaries

3. Time and access

Complete only what is relevant. Use factual language, cite current sources and ask an appropriate adviser to challenge assumptions.

Job-planned time

Clinical sessions or placement

Travel, systems and ePortfolio access

Study leave or expense arrangement

4. Governance

Complete only what is relevant. Use factual language, cite current sources and ask an appropriate adviser to challenge assumptions.

Scope and supervision

Induction and patient-safety controls

Indemnity and employer responsibility

Escalation route

5. Evidence products

Complete only what is relevant. Use factual language, cite current sources and ask an appropriate adviser to challenge assumptions.

Direct observations

Case mix or activity data

Supervisor report

Outcome, feedback or audit evidence

6. Review agreement

Complete only what is relevant. Use factual language, cite current sources and ask an appropriate adviser to challenge assumptions.

Milestones

Meeting frequency

Effect of service cancellation

Alternative opportunity and final review

Action summary

What must happen next?

Who owns each action and when will it be reviewed?

Which live GMC, specialty or employer source must be rechecked?

Sources and disclaimer

Use the current GMC application guide, curriculum, specialty-specific guidance and GMC Online instructions. National employer and deanery support differs.

GMC: Portfolio Pathway with registration

NHS Employers: SAS development guidance

Independent general education

This workbook does not determine eligibility, assess evidence sufficiency, guarantee registration or employment, calculate a deadline, or replace individual GMC, College, employer, legal or professional advice.