   

Devon Doctors Group

Suite 1 I Osprey House I Osprey Road I Sowton Industrial Estate I Exeter I EX2 7WN

Clinical Recruitment Line: [**03 Number**]

Dear Clinician

# Opportunities to work with Devon Doctors Group

I am delighted to have this chance to tell you a little more about some of the opportunities that Devon Doctors Group can offer across Devon and Somerset.

As you may be aware, Devon Doctors Group is a not-for-profit social enterprise. This means we are not encumbered by having to deliver a profit for shareholders and can, therefore, focus entirely on providing high-quality care, with any financial surpluses being reinvested into our services.

As the provider of the Integrated Urgent Care Services comprising NHS 111 and urgent out-of-hours care in both Devon and Somerset, and of the Mayflower Group practices in Plymouth, we are always looking for capable, conscientious, and committed clinicians to support our organisation.

As a 24/7 operation, with bases located across Devon and Somerset, we are able to offer considerable flexibility in terms of both hours and location. In addition, clinicians benefit from generous rates of pay in Urgent and Primary Care.

**All Clinicians (excluding Sessional (self-employed) GPs):**

If you would like to find out more about employment with us, current vacancies can be found on our website at [www.devondoctors.co.uk/current-vacancies](http://www.devondoctors.co.uk/current-vacancies)

Alternatively, if you have any questions or would like further information about current vacancies, our Recruitment Team will be happy to arrange an informal conversation to answer any questions you may have, and further explore what opportunities may be available.

Our Recruitment Team can be reached at DDOOH.ClinicalWorkforce@NHS.NET

**Sessional (self-employed) GPs only:**

If you would like to find out more about working with us, please contact our Clinical Administrator Laura Benfield, who can be reached at DDOOH.GP@NHS.net or on 0300 303 1722.

Laura will be very happy to provide further details of opportunities available and can arrange an informal conversation to answer any questions you may have. The information we need from you is detailed overleaf.

We look forward to hearing from you soon.

Yours faithfully,



**Dr Mark Eggleton** Medical Director Devon Doctors Group

Putting Patients First

Devon Doctors I Company No. 05174987 I Registered Address: Suite 1, Osprey House, Osprey Road, Sowton Industrial Estate, Exeter, England EX27WN Company limited by guarantee and registered in England and Wales



**Sessional (self-employed) GPs:**

Our simple three stage sign off process is designed to make it as smooth as possible for you, and to get you up and running in no time.

It couldn’t be easier; the form below takes just two minutes to complete. Simply email this to us at ddooh.gp@nhs.net. If you have any queries regarding our sign-up process, shifts and rotas available, you can use this email address to get in touch, or if you would prefer, telephone us on 0300 303 1722.

If you’re a **partner** or a **salaried GP in practice**, there’s **no need to supply any documentation**; just an email reply will suffice.

If you’re a locum, we will need to see original documentation. Our offices are based in Exeter and we always recommend that if it is not feasible to come to us that you send your documents by Royal Mail Special Delivery and we will return them by the same method. If you would prefer to come to our Exeter office, please contact us using the details above to arrange a convenient date and time. Our address and postcode for Sat Navs is - Suite 1, Osprey House, Osprey Road, Sowton Industrial Estate, Exeter EX2 7WN.

In a few days you’ll soon be signed off and a friendly member of the Devon Doctors team will be in touch to arrange an orientation session.

This paid session takes place prior to working any clinical shifts. Here we will show you around your preferred base, get you set up on our system and make sure you have access to everything you need to know before you start your first shift with us.

Once you’ve had your orientation session, you’re ready to start picking up shifts. Our Rota Team are available Monday to Friday 9 to 5 and the online shift booking system is available at your fingertips 24/7/365 for you to amend or pick up shifts whenever suits you.

The most important stage of the process is the final one – follow up. Every clinician has a dedicated point of contact for ongoing queries and support depending on their role. However, we really value your feedback and once you’ve had chance to settle in, a member of our clinical team will be in touch to see how you’re getting on. You’ll also have the opportunity to complete a short survey to feedback on your experience of this process and how we can further improve it.

For any other queries please do not hesitate to contact our dedicated Clinical Administrator, Laura Benfield, on 0300 303 1722 or by email: ddooh.gp@nhs.net

**Sessional (self-employed) GPs:**

**About You…**

|  |
| --- |
| Name: |
| Home Address: |
|  |
| Email Address: | NHS.net Address: |
| Contact Phone No: | Preferred Method of Contact: |
| Smart Card No: | GMC No: |
| The name of your surgery where you are salaried or a partner: |
| Date of Last Appraisal: | Appraiser Name: |
| Date of Next Revalidation: |  |
| Details of which location(s) you are able to work from: |
|  |

**Confirmations…**

|  |  |
| --- | --- |
| Name of MDO: | Policy Expiry Date: |
| Current Hep-B status (if you are joined the NHS since 2007 or are returning after period of absence then HIV, TB and Hep-C status are also required): |

Please confirm you have the following:

* Basic Life Support/ Resus certificate dated within the last 12 monthsYes  No 
* Level 3 (minimum) child safeguarding trainingYes  No 
* Level 3 (minimum) adult safeguardingYes  No 
* Information Governance training dated within last 12 months
Yes  No 
* Information Control awareness and how it affects you training
Yes  No 

**Locums…**

Please note that if you are not currently salaried or a partner at a surgery, you will need to send us the following original documents:

* CCT certificate
* DBS disclosure (this has to be dated within three years)
* C.V. and two clinical references (references must be dated within the past 12 months) or the names of two referees and we will take up the references.
* Passport (in date) or valid UK driving license

Our offices are based in Exeter and we always recommend that if it is not feasible to come to us that you send your documents by Royal Mail Special Delivery and we will return them by the same method. If you would prefer to come here, then please do contact us to arrange a mutually convenient date and time.

Our address is: Suite 1, Osprey House, Osprey Road, Sowton Industrial Estate, Exeter EX2 7WN

**Finally…**

Have you ever worked for Devon Doctors Group previously?
Yes  No 

|  |
| --- |
| How did you hear about us?: |
|  |