

Supporting the COVID-19 response

Guidance on Management of Less Than Full Time Trainees

As the COVID-19 pandemic intensifies, NHS service providers are developing workforce plans to manage anticipated workload pressures. Postgraduate medical trainees provide a significant contribution to service and are an essential part of these plans. A number of recent communications have been circulated in relation to this planning process, for example, the provision of opportunity for academic trainees to return to a full-time clinical setting for a period of time.

Health Education England (HEE) has received an overwhelming number of responses from trainees currently working and training on a Less Than Full Time (LTFT) basis asking how they can provide additional support. HEE supports the following principles to facilitate LTFT trainees into frontline service:

- **LTFT trainees who would like to return on a full-time basis:** This should only be considered where appropriate in accordance with health and personal circumstances
- **LTFT trainees who wish to increase their current working percentage:** This should only be considered where appropriate for the individual
- **On return to business as usual:** Trainees will automatically have the right to reduce their current working percentage and resume their original LTFT working arrangements.

Trainees considering these options may want to speak to their Educational Supervisor or Training Programme Director in the first instance before contacting their Local Office (*insert web link for relevant office*) and employing Local Education Provider (LEP) to formally confirm their intentions.

Currently, HEE will continue to both honour existing arrangements and accept new LTFT applications. However this is something that will be subject to further review in accordance with workforce pressures and need. The only exception being in relation to Category 3 (other than in Emergency Medicine) based applications where pilots are taking place. No further new applications will be accepted from today's date onwards. This will continue to be reviewed regularly with further updates provided to all potentially impacted.

We know you are all fully committed to responding to the needs of the patients and NHS at this unprecedented time and are extremely grateful for your continued hard work and commitment.