

Appendix 2. Re-entry to practice – A checklist for the GP

The following is a checklist of questions to consider when absent from work for longer than 12 months and re-entry to practice is being contemplated. For each question, consider your present situation, what has occurred to date, and the possible issues/concerns/needs that might arise with re-entry. The answers to these questions will assist in the formulation of a learning plan in preparation for re-entry to practice.

Re-entry to practice checklist

What were the reasons for the absence from work?

What has been the period of time away from practice?

When are you planning to return? Has a re-entry date been set?

How old are you? What is your past work experience?

Will you be returning to the same place of practice? Have there been any changes at that practice during the time that you have been absent?

If you are a GP trainee, how do you plan to return to GP training?
(In this instance it is important to speak with the remediation officer in your regional training organisation.)

Will you be returning to the same/modified/entirely new scope of practice?

Is reskilling required?

Will you be working full time or part time? How will re-entry to practice be staged?

Will a mentor and/or supervisor be advantageous/required?

What orientation to the workplace will be conducted?

Are there any financial concerns? (Current/anticipated)

Are there any issues with respect to illness that should be considered (eg disability, mental concentration, medication)? Would advice from your treating doctor be helpful?

Will any adjustments/modifications/supports be required in the workplace? Will assistance from an occupational therapist or rehabilitation physician be helpful?

How confident do you feel about returning to work? Do you have any concerns?
Would assistance from a psychologist be helpful?

Medical Board requirements:

Are there any undertakings that have to be met? Are there any restrictions to your practice? Does an assessment have to be conducted prior to re-entry?

Professional memberships:

Are these up-to-date (ie medical registration, medical indemnity, RACGP, others)?

What needs to be re-applied for?