\*See Appendix 8 for more complicated ES status

TPD Discussion - Practice submits Forms 1,2 and ?3a

GP completes FDA TW then GP-TEC

TPD sends Form 5 and meets GP/Practice. Form 5 completed and sent to QM admin team

NO

YES

TPD sends Form 5 and meets GP/Practice. Form 5 completed and sent to QM admin team

Practice submits Forms 1,2 and ? 3a

Practice Site Visit

Form 4 completed

Currently Approved ES in Practice\*

NO

Letter sent to newly approved ES

Or

Letter and AD meeting if not approved

RQMG – approval decision (max 2 years)

SQMG – ratified or for discussion if concerns

TPD -ES discussion. Form 6 completed and sent to QM admin team

GP completes FDA TW then GP-TEC

TPD sends Form 5 and meets GP/Practice. Form 5 completed and sent to QM admin team

YES

Existing approved training practice

NEW ES and/or NEW PRACTICE ENQUIRY TO TPD