

## Undertakings Bank

Part 1 – Standard sets of undertakings			
Seibel bank no.	1.1 Undertakings for inclusion in all cases	Confidential (C) Non-confidential (NC)	Notes column
	<ul style="list-style-type: none"> <li>Numbers 1-5 should precede all other non-confidential undertakings.</li> <li>Numbers 6-7 should be the last non-confidential undertakings.</li> <li>Confidential undertakings should be placed after the list of non-confidential undertakings.</li> </ul>		
U1	To notify the GMC promptly of any post I accept for which registration with the GMC is required and provide the GMC with the contact details of my employer <i>[and the PCT on whose Medical Performers List I am included, or the local Health Board/Health &amp; Social Care Board if employed in Scotland, Wales or Northern Ireland]</i> .	NC	<p>Include relevant bracketed text if GP.</p> <p>Scotland has Health Boards, Wales Local Health Boards and Northern Ireland just a single Health and Social Care Board.</p>
U2	At any time that I am providing medical services, which require me to be registered with the GMC, to agree to the appointment of a workplace reporter nominated by my employer, or contracting body, and approved by the GMC.	NC	<p>See <a href="#">Glossary</a> for detailed explanation of workplace reporter.</p> <p>In practice, the workplace reporter could be the same person as the educational supervisor (undertaking 11). See <a href="#">Glossary</a> for definitions.</p>
U3	To allow the GMC to exchange information with my employer, or any contracting body for which I provide medical services.	NC	

U4	To inform the GMC of any formal disciplinary proceedings taken against me, from the date of giving these undertakings.	NC	
U5	To inform the GMC if I apply for medical employment outside the UK.	NC	
U6	<p>To inform the following parties that my registration is subject to the undertakings, listed at ( ) to ( ), above:</p> <p>a. Any organisation or person employing or contracting with me to undertake medical work</p> <p>b. Any locum agency or out-of-hours service I am registered with or apply to be registered with (at the time of application)</p> <p><i>[c. In the case of locum appointments, my immediate line manager at my place of work (at least 24 hours before starting work)]</i></p> <p>d. Any prospective employer or contracting body (at the time of application)</p> <p><i>[e. The PCT in whose Medical Performers List I am included, or seeking inclusion (at the time of application), or the local Health Board/Health &amp; Social Care Board if employed in Scotland, Wales or Northern Ireland.]</i></p> <p><i>[f. My Regional Director of Public Health (England &amp; Northern Ireland) / Health Board Director of Public Health (Scotland) / National Director of National Public Health Service (Wales)]</i></p> <p><i>[g. My regional Section 12 Approval Panel]</i></p>	NC	<p>All non-confidential undertakings nos. should be incorporated into the brackets in this undertaking.</p> <ul style="list-style-type: none"> <li>• Exclude (c) if prohibited from working as a locum</li> <li>• Include (e) 'Medical Performers List' text if GP. See note at U1 for explanation of terminology variation.</li> <li>• Include (f) 'Regional Director of Public Health' text if working privately</li> <li>• Include (g) if Section 12 approved practitioner</li> </ul>
U7	To permit the GMC to disclose the above undertakings to any person requesting information about my registration status.	NC	

	<b>1.2 Undertakings for all doctors with performance issues – i.e. any doctor found to have impairment through deficient performance should be offered to give the following undertakings as part of a full set.</b>		
U8	To work with a <a href="#">[Postgraduate Dean / Director of Postgraduate General Practice Education]</a> , (or his/her nominated deputy), to formulate a Personal Development Plan, specifically designed to address the deficiencies in the following areas of my practice:  a. <a href="#">[List areas found to be unacceptable and cause for concern, and / or which the assessors have reported to be an area of concern]</a>	NC	CE to list the areas which require development, based on the performance assessment report and other evidence considered by them.  Postgraduate Dean for hospital specialties. Director of Postgraduate GP Education for GPs.
U9	To forward a copy of my Personal Development Plan to the GMC within three months of the date on which I give these undertakings.	NC	
U10	To meet with the <a href="#">[Postgraduate Dean / Director of General Practice Postgraduate Education]</a> , (or his/her nominated deputy), on a regular basis to discuss my progress towards achieving the aims set out in my Personal Development Plan. The frequency of the meetings is to be set by the <a href="#">[Postgraduate Dean / Director of General Practice Postgraduate Education]</a> , (or his/her nominated deputy).	NC	Postgraduate Dean for hospital specialties. Director of Postgraduate GP Education for GPs.
U11	To allow the GMC to exchange information about the standard of my professional performance and my progress towards achieving the aims set out in my Personal Development Plan with the <a href="#">[Postgraduate Dean / Director of General Practice Postgraduate Education]</a> , (or his/her nominated deputy), and any other person involved in my retraining and supervision.	NC	Postgraduate Dean for hospital specialties. Director of Postgraduate GP Education for GPs.
U12	At any time that I am employed, or providing medical services, which require me to be registered with the GMC, to place myself and remain under the supervision of an educational supervisor, as agreed by the GMC. My <a href="#">[employer/Postgraduate Dean/Director of Postgraduate General Practice Education (or his/her nominated deputy)]</a> will be asked to assist in identifying a possible supervisor.	NC	In practice, the educational supervisor could be the same person as the workplace reporter (undertaking 2). See <a href="#">Glossary</a> for definitions.  Please note that educational supervisors deal with a doctor's continuing education and would not routinely be expected to supervise their work on a daily basis.

			Postgraduate Dean for hospital specialties. Director of Postgraduate GP Education for GPs.
U13	To disclose the Assessors' Report of the assessment of my professional performance to:  a. Any current and prospective employers, (at the time of application), [b. <i>The PCT on whose Medical Performers List I am included (or seeking inclusion), or the local Health Board/Health &amp; Social Care Board if employed in Scotland, Wales or Northern Ireland</i> ] c. Any other individual involved in my retraining and supervision.	NC	<ul style="list-style-type: none"> <li>• Include 'Medical Performers List' text if GP</li> <li>• See note at U1 for details of variations in terminology</li> </ul> <p>For applications made on-line: Provision of extract of Assessment Panel's 'formal opinion', along with clear explanation that GMC assessment has taken place is sufficient. In such instances, the complete report <i>must</i> be provided at interview.</p>
U63	To undergo a reassessment of my professional performance by an Assessment Team appointed by the Case Examiner, at a date specified by the Case Examiner.	NC	

	<b>1.3 Undertakings for all doctors with health issues - i.e. all doctors found to be impaired by reason of ill health should be offered to give the following undertakings as part of a full set.</b>		
U14	To place myself and remain under the supervision of a medical supervisor nominated by the GMC, attend upon them as required and follow their advice and recommendations.	C	
U15	To allow the GMC to exchange information with my medical supervisor on my progress under supervision, fitness to practise and compliance with these undertakings.	C	
U16	<p>a. To register with and remain under the care of a general practitioner and inform him/her that I am subject to supervision under the GMC Fitness to Practise procedures, and of these undertakings;</p> <p>b. To inform my medical supervisor and the GMC of the name and contact details of my general practitioner and any other registered medical practitioner responsible for my care, and to inform those practitioners about my impairing condition and any treatment which I am receiving; and</p> <p>c. To allow my medical supervisor and the GMC to exchange information about my health, (and any treatment I am receiving), with my general practitioner and any other registered medical practitioner responsible for my care, including my occupational health practitioner(s).</p>	C C C	
U17	To obtain the approval of my medical supervisor before accepting any post for which registration with the GMC is required.	NC	This restriction is disclosable to the public and must be included in the practice related restrictions.
U18	To keep my professional commitments under review and limit my medical practice in accordance with my medical supervisor's advice.	NC	This restriction is disclosable to the public and must be included in the practice related restrictions.
U19	To cease work immediately if my medical supervisor advises me to do so.	NC	This restriction is disclosable to the public and must be included in the practice related restrictions.

	<b>Undertakings for all doctors with personal alcohol and/or drug misuse problems – i.e. every doctor found to have impairment as a result of alcohol and/or drug misuse should be offered to give the following undertakings as part of a full set.</b>		
U20	To comply with arrangements made by, or on behalf of, the GMC for the announced/unannounced testing of breath/blood/urine/saliva/hair, for the recent and long-term ingestion of alcohol and other drugs.	C	Unannounced testing <i>may</i> be a component of the GMC monitoring programme for any doctor with a substance misuse diagnosis (at the discretion of the medical case examiner).
U21	<p>a. To attend regularly meetings of Alcoholics Anonymous / Narcotics Anonymous / the Doctors and Dentists Group / any other support group / individual alcohol/drug counselling, if recommended to do so by my medical supervisor.</p> <p>b. To provide evidence of my attendance at such meetings to the GMC on a <input checked="" type="checkbox"/> monthly basis.</p>	C	

<b>Part 2 – Undertakings bank</b>		<b>Case Examiners (CE) may choose as many undertakings from the bank as they feel appropriate and justified. The bank is split into separate sections to facilitate CEs choosing appropriate undertakings.</b>	
<b>Personal alcohol misuse</b>			
U22	To limit my alcohol consumption in accordance with my medical supervisor's advice, abstaining absolutely if they so require.	C	
U23	To abstain absolutely from the consumption of alcohol.	C	
<b>Personal drug misuse</b>			
U24	To refrain from self-medication, (apart from over the counter drugs which do not require a prescription), and take drugs only as prescribed for me by my general practitioner or any registered medical or dental practitioner responsible for my care.	C	
U25	To refrain from self-medication, (including over the counter drugs which do not require a prescription), and take drugs only as prescribed for me by my general practitioner or any registered medical or dental practitioner responsible for my care.	C	NB this undertaking may also need to be applied to doctors with impairment through alcohol misuse.
U26	Not to possess those drugs listed in Schedules 1 - 3 of the Misuse of Drugs Regulations 2001, as may be amended from time to time.	NC	
U27	To only prescribe drugs under arrangements which have been agreed between my medical supervisor and the medical practitioner of consultant grade or equivalent supervising my work.	NC	Consultant grade or equivalent; for GPs this would be a GP on the GP Register.

	<b>Treating Psychiatrists</b>		
U28	To remain under the care of a treating psychiatrist and to allow my medical supervisor and the GMC to exchange information with him/her about my health and the treatment I am receiving.	C	
	<b>Prescribing practices</b>		
U29	To only prescribe drugs under arrangements which have been agreed between the GMC and the medical practitioner of consultant grade or equivalent supervising my work.	NC	This undertaking, rather than 26 above, would be applied in cases where the panel wishes to restrict prescribing but the doctor has not been found to be impaired by reason of personal drug misuse.  Consultant grade or equivalent; for GPs this would be a GP on the GP Register.
U30	Not to prescribe those drugs listed in Schedules 1 - 3 of the Misuse of Drugs Regulations 2001, as may be amended (from time to time).	NC	Drugs listed in Schedule 1 to the Misuse of Drugs regulations normally require a Home Office licence in order to be prescribed.
U31	Not to prescribe [e.g. opioids or benzodiazepines for the treatment of addiction etc].	NC	
U32	Not to prescribe for myself, or a member of my family.	NC	
U33	Not to prescribe any drugs.	NC	
	<b>Practice restrictions – general work</b>		
U65	To obtain the approval of the GMC before accepting any post for which registration with the GMC is required.	NC	Once the doctor has been offered a post we would expect to be provided with a job description and any other relevant information. The case examiners will be asked to approve the post and may seek advice from the Postgraduate Dean.
U34	To confine my medical practice to posts within the National Health Service and not undertake any private practice.	NC	The CE may choose to name a specific private environment where the doctor may continue to work, if they are satisfied that an appropriate level of management and supervision exists (e.g. independent hospital).

U35	To confine my medical practice to general practice posts <i>[in a partnership / group practice of at least 3/4/5 etc members (including myself) etc]</i> .	NC	
U36	To confine my medical practice to general practice posts as a <i>[salaried GP / GP Registrar etc]</i> , where my work will be supervised by a named <i>[GP Trainer, GP etc]</i> .	NC	
U37	To confine my medical practice to National Health Service <i>[training / supernumerary]</i> posts in <i>[nominated specialities]</i> , where my work will be supervised by a named Consultant.	NC	Clinical posts
U38	To confine my medical practice to posts <i>[in the Blood Transfusion Service / Family Planning Clinics / health screening]</i> , where my work will be supervised by a named medical practitioner of consultant grade or equivalent.	NC	Non-treating clinical posts  Consultant grade or equivalent; for GPs this would be a GP on the GP Register.
U39	To confine my medical practice to posts <i>[in medical research / public health medicine]</i> , where my work will be supervised by a named medical practitioner of consultant grade.	NC	Non-clinical posts
U40	To refrain from all forms of medical practice.	N	Save by exception, an undertaking which requires a doctor to refrain from all forms of medical practice should only be used in health cases. Any exception to be agreed with head of Case Review. Must only be offered where the doctor's fitness to practise is impaired on the grounds of ill health. Do not include undertaking nos. 1,2,3,4, 6, 17, 18, 19 (which refer to employment)
U66	To limit my medical practice to <b>x</b> sessions per week.	NC	A session = ½ day
U67	To agree to the direct supervision of my (day to day work / surgery etc) by a registered medical practitioner of consultant grade or equivalent. (See Glossary for full definition)	NC	Consultant grade or equivalent; for GPs this would be a GP on the GP Register. See <a href="#">Glossary</a> for definition of 'direct supervision'.
U68	To agree to the close supervision of my (day to day work / surgery etc) by a registered medical practitioner of consultant grade or equivalent. (See Glossary for full definition)	NC	Consultant grade or equivalent; for GPs this would be a GP on the GP Register. See <a href="#">Glossary</a> for definition of 'close supervision'.

U69	To agree to the supervision of my (day to day work / surgery etc) by a registered medical practitioner of consultant grade or equivalent. (See Glossary for full definition)	NC	Consultant grade or equivalent; for GPs this would be a GP on the GP Register. See <a href="#">Glossary</a> for definition of 'supervision'.
<b>Practice restrictions – specific procedures</b>			
U41	<p>a. Not to carry out <b>[name of procedure]</b> unless directly supervised by a Consultant <b>[specialty]</b>.</p> <p>b. To maintain a log detailing every case where I have undertaken <b>[name of procedure]</b>, which must be signed by the supervising consultant.</p> <p>c. To provide a copy of this log to the GMC on a <b>x</b> monthly basis or, alternatively, confirm that there have been no such cases during that period.</p>	NC	Directly supervised in this context means to be observed whilst carrying out the specified activity.
U42	Not to carry out <b>[name of procedure]</b> .	NC	
U43	No to undertake consultations with <b>[group(s) of patients]</b>	NC	(eg under 16s etc)
U44	<p>a. Except in life threatening emergencies, not to undertake consultations with <b>[male patients / female patients / patients under the age of x]</b> without a chaperone present. The chaperone must be a fully registered medical practitioner or fully registered nurse or midwife.</p> <p>b. To maintain a log detailing every case where I have undertaken a consultation with such a patient, which must be signed by the chaperone.</p> <p>c. To maintain a log detailing every case where I have undertaken a consultation with such a patient in a life-threatening emergency, without a chaperone present.</p> <p>d. To provide a copy of these logs to the GMC on a <b>x</b> monthly basis or, alternatively, confirm that there have been no such cases during that period.</p>	NC	

Practice restrictions – locum work			
U45	Not to work as a locum or undertake any out-of-hours work or on-call duties, unless approved by my <b>[educational /medical]</b> supervisor, and with the prior agreement of the GMC.	NC	
U46	Not to undertake any locum posts of less than <b>x</b> months duration.	NC	
U64	To only undertake on-call duties at a named location, as approved by <b>[the GMC / your medical supervisor / your educational supervisor]</b> .	NC	
U47	Not to undertake any <b>[out-of-hours work or on-call duties]</b> .	NC	On-call work often forms a core element of primary care medicine. See <a href="#">Glossary</a> for detailed explanation.
U48	Not to work as a locum or undertake any out-of-hours work or on-call duties.	NC	
Doctors currently living outside the UK			
U49	To contact the GMC within 7 days of my return to the UK. For confirmation, the following undertakings can only be fulfilled in the UK and the monitoring of my compliance with these undertakings will start from the date of my return.	NC	For doctors who are currently residing outside the UK. <b><u>This must be the first undertaking.</u></b>
Intimate examinations			
U50	<p>a. Except in life threatening emergencies, not to undertake an intimate examination of a <b>[patient / male patient / female patient / patient under the age of x]</b> without a chaperone present. The chaperone must be a fully registered medical practitioner or fully registered nurse or midwife.</p> <p>b. To maintain a log detailing every case where I have undertaken an intimate examination of a <b>[patient / male patient / female patient / patient under the age of x]</b>, which must be signed by the chaperone.</p> <p>c. To maintain a log detailing every case where I have undertaken an intimate examination of a <b>[patient / male patient / female patient / patient</b></p>	NC	

	<p><i>under the age of x</i>] in a life-threatening emergency, without a chaperone present.</p> <p>d. To provide a copy of these logs to the GMC on an <i>x</i> monthly basis, or, alternatively, confirm that there has been no such cases during this period.</p>		
U51	Not to undertake intimate examinations of patients.	NC	
	<b>Auditing areas of practice</b>		
U52	<p>a. To maintain a log detailing every case where [...]</p> <p>b. To provide a copy of this log to the GMC on a <i>x</i> monthly basis or, alternatively, confirm that there have been no such cases.</p>	NC	
U53	<p>a. To maintain a log of all my prescriptions for controlled drugs.</p> <p>b. To provide a copy of this log to the GMC on a <i>x</i> monthly basis or, alternatively, confirm that there have been no such cases.</p>	NC	'Controlled drugs' as defined by the British National Formulary
U54	<p>a. To undertake at least <i>x</i> audit(s) of [<i>insert area of practice</i>] every <i>x</i> months.</p> <p>b. To provide the results to the GMC upon completion of each audit.</p>	NC	
U55	<p>a. To develop and monitor practice protocols in respect of [<i>the issuing of statutory sickness certificates; repeat prescribing; receipt of complaints etc</i>].</p> <p>b. To provide evidence to the GMC of the steps I have taken to develop and monitor practice protocols as outlined in undertaking (<i>x</i>) above, within <i>x</i> months of the date that I give these undertakings.</p>	NC	
U56	<p>a. To maintain a log of all patients to whom I have [<i>issued statutory sickness certificates; issued repeat prescriptions etc</i>].</p> <p>b. To provide a copy of this log to the GMC on a <i>x</i> monthly basis or, alternatively, confirm that there have been no such cases.</p>	NC	

	<b>Postgraduate Deaneries</b>		<b>Postgraduate Dean</b> for hospital specialties <b>Director of Postgraduate GP Education</b> for GPs
U58	To agree to the appointment of a mentor, as <b>[advised and/or approved]</b> by my <b>[Postgraduate Dean/ Director of Postgraduate General Practice Education]</b> , (or their nominated deputy).	NC	Postgraduate Dean for hospital specialties. Director of Postgraduate GP Education for GPs.
U59	To seek the advice of my <b>[Postgraduate Dean/ Director of Postgraduate General Practice Education / Regional Advisor of Royal College of x]</b> (or their nominated deputy), in relation to my <b>[future medical career etc.]</b> .	NC	Postgraduate Dean for hospital specialties. Director of Postgraduate GP Education for GPs.  These individuals may then advise the doctor to seek further advice from a third party.
	<b>Specified training courses / exams</b>		
U60	To undertake the <b>[x examination]</b> within <b>x</b> months of the date from which I give these undertakings and forward a copy of my results to the GMC.	NC	
U61	To undertake and pass the <b>[x examination etc]</b> , before returning to <b>[work as a x]</b> .	NC	