



## **PRE-EMPLOYMENT CHECKS ON DOCTORS**

### **Guidance for Sheffield GPs**

Employing any doctor, including a locum, to work in your practice is subject to NHS regulations. Relevant professional and contractual obligations require you to carry out all necessary checks.

Detailed information on the NHS regulations relating to the employment of doctors in your practice and the checks that must be carried out can be found at:

- [http://www.gmc-uk.org/doctors/register/employing\\_a\\_doctor.asp](http://www.gmc-uk.org/doctors/register/employing_a_doctor.asp)
- <http://www.nhsemployers.org/RecruitmentAndRetention/Employment-checks/Employment-Check-Standards/Pages/Employment-Check-Standards.aspx>

#### **You should not:**

- Rely on a locum agency to check a doctor's registration status for you. If a doctor has previously been employed elsewhere in the UK, you still need to check their registration details, as their registration status may have changed since they were last employed.
- Accept either the due date of an Annual Retention Fee or an Annual Registration Confirmation Letter as evidence that a doctor is registered with a licence to practise.

In addition, preparing to take the PLAB test does not mean that a doctor can work in clinical practice in the UK health service. The doctor must hold registration with a licence to practise.

#### **Please note:**

A failure to carry out all of the necessary checks may put patients at risk and consequently places your practice at medico legal risk.

You also risk disciplinary action for breaching the terms of your contract and your professional obligations as a doctor registered with the General Medical Council (GMC).