

SAMPLE WORK EXPERIENCE TIMETABLE

	AM	PM
MONDAY	Induction with GP / Practice Manager <ul style="list-style-type: none"> • Read and sign agreements • Explain evaluation sheets • Meet members of staff • Tour of building 	Reception <ul style="list-style-type: none"> • Sit with receptionist and see what patients present with and how the receptionist deals with them
TUESDAY	Sit with administrative staff <ul style="list-style-type: none"> • Learn about administrative roles and how they 'fit in' with medical staff • Learn about patient referrals, repeat prescriptions, hospital correspondence etc 	Clinic with GP / GP Trainee
WEDNESDAY	Clinic with Practice Nurse e.g. <ul style="list-style-type: none"> • diabetes • chronic disease • immunisation • epilepsy 	Home visits with GP / Health Care professional
THURSDAY	Phlebotomy Clinic	Clinic with GP/GP Trainee
FRIDAY	Clinic with Practice Nurse / Other Health Care Professional	Feedback and close with GP / Practice Manager <ul style="list-style-type: none"> • Complete evaluation