# Exception Report

To be completed by the Employer and/or Host Training Organisation. In the case of GP trainees in a primary care placement this would be filled by the Local Area Team responsible for maintaining the local GP Performers List and by their Clinical/Educational Supervisor.

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| **Trainee Details** | | | | | | | | | | | | | | | | | | | |
| **Forename:** | |  | | | | | | **Surname:** | |  | | | **GMC Number:** | | | | | |  |
| **Specialty & Grade:** | | | |  | | | | | | | | | | | | | | | |
| **Details of Employment/Placements/Locum:** | | | | | | | | | | | | | | | | | | | |
| **Type of Work**  (OOP/clinical/non-clinical/locum etc.) | | | **Start Date** | | **End Date** | | | | **Details of Employing/Hosting Organisation/GP Practice** | | | | | | **Comments** | | | | |
|  | | |  | |  | | | |  | | | | | |  | | | | |
| **Details of concerns/investigations:** | | | | | | | | | | | | | | | | | | | |
| This trainee has been involved in: | | | | | | **Conduct / Capability Investigation** | | | | | | **Serious Untoward Incident / Significant Event investigation** | | | | | **Complaints** | | |
|  | | | | | | **🞎** | | | | | | **🞎** | | | | | **🞎** | | |
| This has been resolved satisfactorily with no unresolved concerns about this trainee’s fitness to practice conduct: | | | | | | | | | | | | **Yes / No** | | | | | | | |
| Date of when issue first reported: | | | | | |  | | | | | | | | | | | | | |
| Reference: | | | | | |  | | | | | | | | | | | | | |
| Please give a brief summary of the investigation(s): | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | |
| **Signature** | | | | | | | | | | | | | | | | | | | |
| **Signature:** |  | | | | | | | | | | | | | **Date:** | |  | | | |
| **Forename:** |  | | | | | | | **Surname:** | |  | | | | **GMC Number:** | | | |  | |
| **Job Title:** |  | | | | | | | | | | **Organisation:** | | |  | | | | | |
| **Name of the Responsible Officer (If the signatory is not the RO)** | | | | | | |  | | | | | | | | | | | | |

**In all circumstances a copy of this report should be shared with the trainee doctor**