

MEMORANDUM

To: All Junior Doctors in Integrated Medicine at Barnet
From: Mr. R. Harrison - Medical Director
Copy to: Dr. D. Levy – Clinical Director for Elderly Medicine & Therapies
Date: 15th December 2008

Junior Doctors – Hours of Work Monitoring Exercise: 12th – 25th January 2009

As you are probably aware, the Trust is obliged to monitor the hours of work, and rest periods, of all Junior Doctors, and all Junior Doctors have a contractual responsibility to complete and return a monitoring form twice a year.

This year the two-week monitoring period is 12th – 25th January 2009 inclusive, and we require you to complete the enclosed form. If you are on leave for the monitoring period, please just write “annual leave” on each diary sheet.

Please read the notes on the front of the monitoring sheet carefully, especially with regard to early starts and late finishes.

Please return all completed diary sheets to Julie Tait in Thames House by Wednesday 28th January 2009.

Thank you for your help in this matter.

Best wishes.



Richard Harrison
Medical Director