



Training &
support for
primary care

Career Pathways

Non-Clinical Roles in General Practice

Administrator/ Receptionist/ Operations

Health and Wellbeing Coach

Social Prescriber

Pharmacy Technician

General Practice Assistant (GPA)

The Hub Plus - Supporting the future General
Practice workforce!



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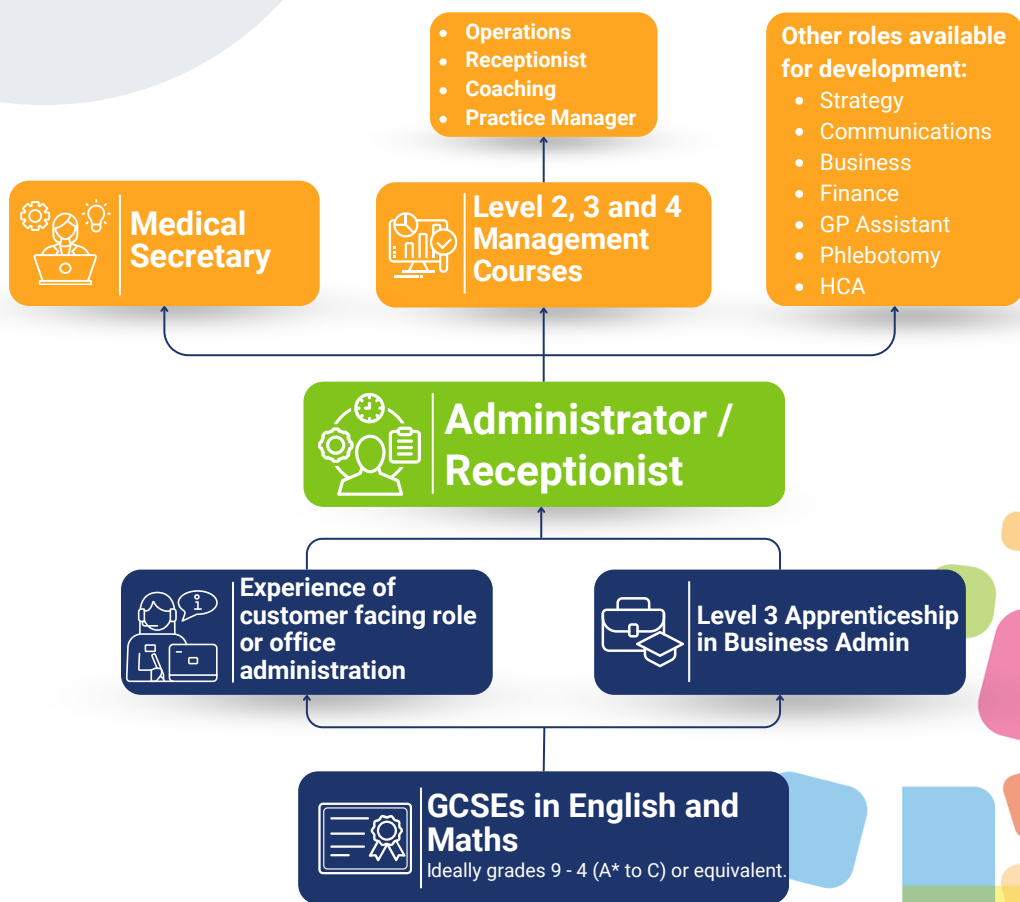


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Career Pathway

Administrator/ Receptionist/ Operations

Healthcare administration jobs involve many different skills that help healthcare settings run smoothly. People in these jobs make sure that doctors, nurses and other staff can take good care of patients by following the right rules and guidelines.

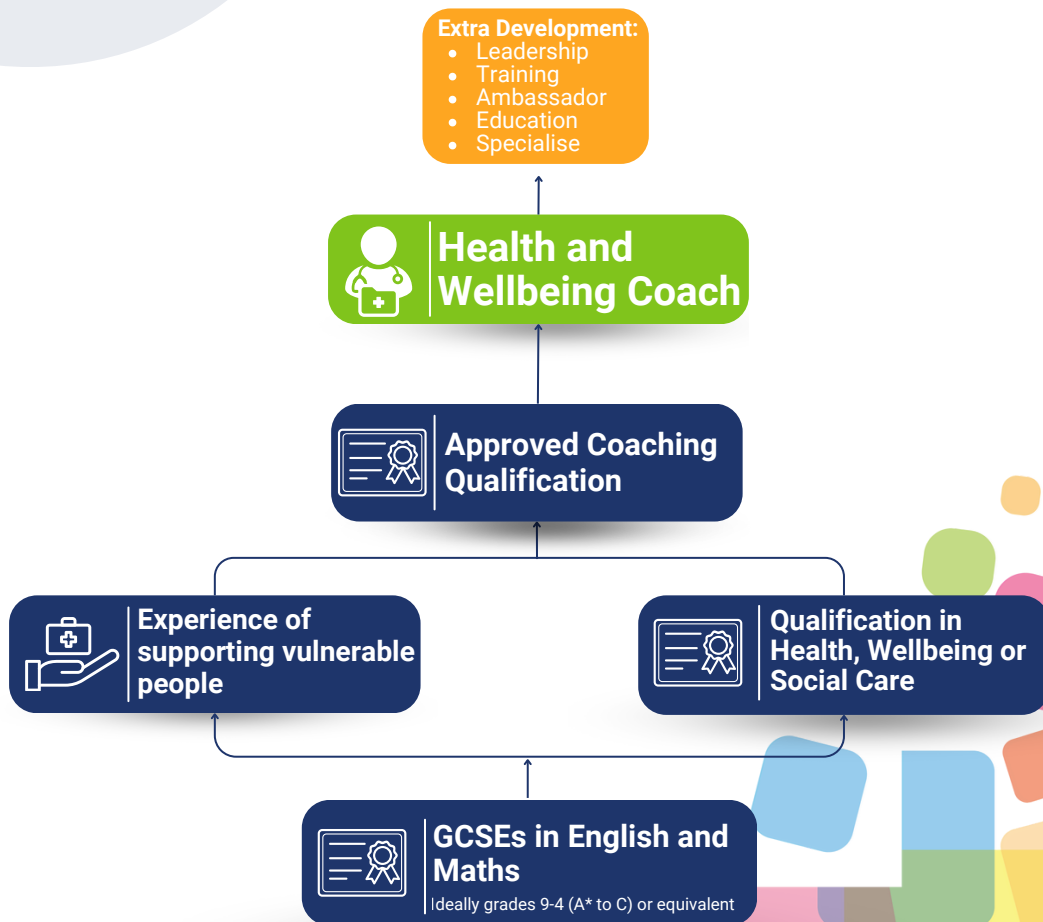


Please note, this pathway is subject to change. Please speak to The Hub Plus to find out more.

Career Pathway

Health and Wellbeing Coach

Health and Wellbeing Coaches (HWBCs) help patients take charge of their own health. They work with patients to figure out what they need, set goals, and create a health plan just for them. HWBCs also help patients learn how to manage their health, connect with others for support, and find activities or services that can improve their well-being.

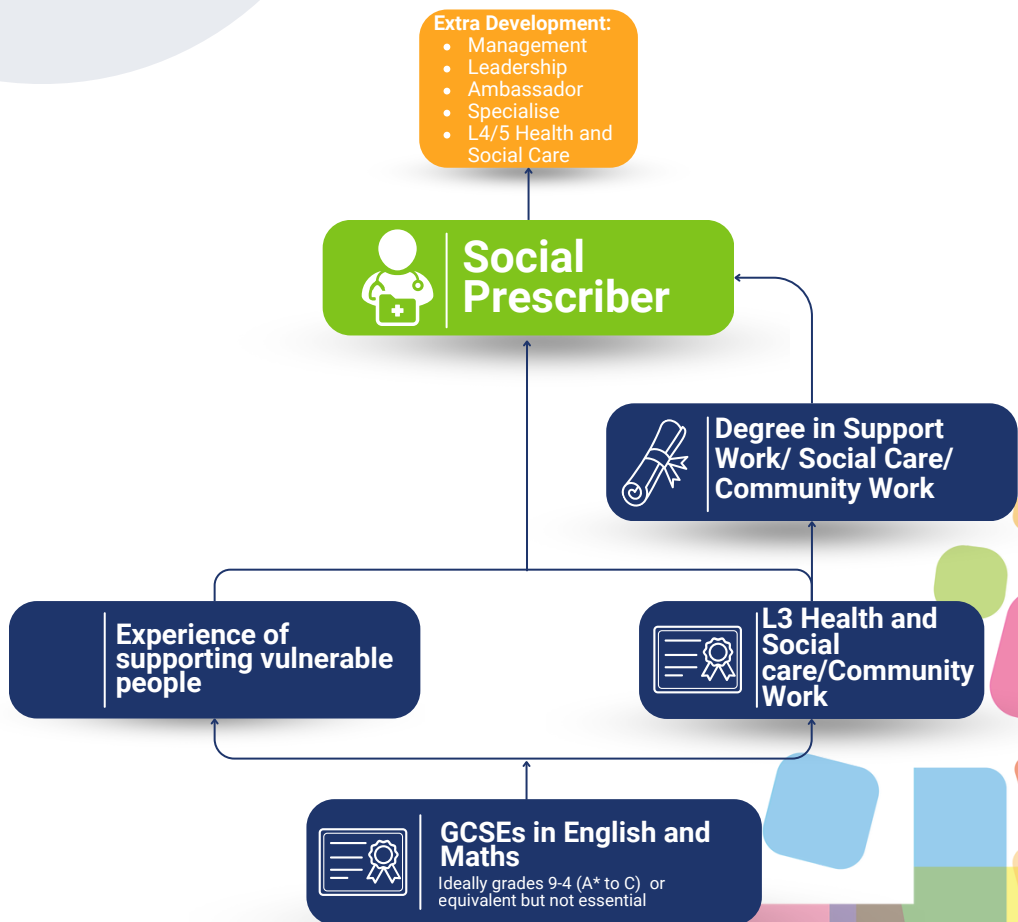


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The Hub Plus to find out more.

Career Pathway

Social Prescriber

Social Prescribers look at the overall health and happiness of patients. They help people find community groups and services that offer practical and emotional support. Social Prescribers also help current community groups stay strong and easy to join, and they assist people in starting new groups by working with local partners.

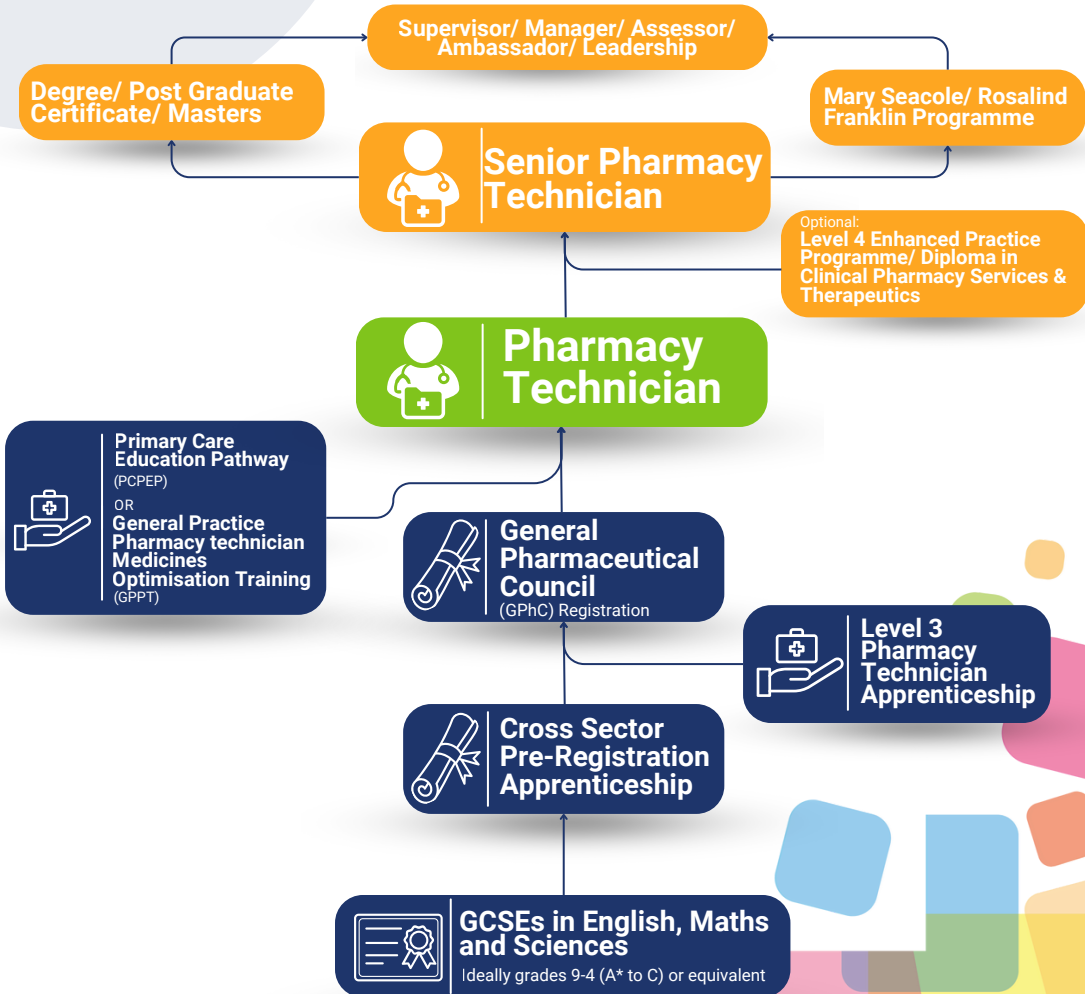


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Career Pathway

Pharmacy Technician

Pharmacy Technicians are important helpers in doctors' offices. They support Clinical Pharmacists by doing jobs like checking records, managing patient discharges, issuing prescriptions, and giving information to patients and other healthcare workers.



Please note, this pathway is subject to change. Please speak to
The Hub Plus to find out more.

Career Pathway

General Practice Assistant (GPA)

A General Practice Assistant (GPA) helps doctors in clinics by doing different tasks. This includes handling paperwork, helping with medical tasks, and sometimes dealing with technical stuff. This way, doctors can spend more time taking care of patients.

Further Development:

- Clinical Roles
- Specialised training
- Healthcare Administration
- Further Education
- Research and Teaching
- Certifications



General Practice Assistant



Work in General Practice in an admin or other relevant role.

Currently the GPA role only requests you to have your GCSE Maths and English Qualifications



GCSEs in English, Maths and Sciences

Ideally grades 9-4 (A* to C) or equivalent

Please note, this pathway is subject to change. Please speak to The Hub Plus to find out more.



Careers Checklist



Feeling stuck? Have a look at our checklist and tick the boxes you have completed to see where you are and what steps you might want to take next?


Checklist	Activity	Notes
	Self-assessed. Have you identified an interest in working within Primary Care?	You could also identify your own personal strengths and weaknesses to help you consider your preferred work environments.
	Researched different careers in Primary Care.	Explore websites, and understand the importance of Primary care and where it fits within the NHS.
	Chosen/ completed relevant courses that fit within your chosen career pathway.	Make sure to research entry requirements and where you can do your chosen course.
	Gained relevant experience and shadowed professionals.	Work experience and volunteer work within any healthcare settings will set you apart from other applicants.
	Done some networking by attending some healthcare career fairs and events.	You could also connect with mentors in the relevant fields and join groups and clubs.
	Developed your skills through other courses and experience.	Focus on your communication and writing skills as well as your problem solving and critical thinking abilities. You could complete free courses.
	Applied for programmes.	Prepare applications for your chosen role and write a compelling personal statement outlining your passion for Primary Care. Make sure to check NHS jobs.
	Prepared for interviews.	Practice common interview questions for healthcare roles, participate in mock interviews and research the job description.
	Stayed informed.	Keep up to date with current healthcare policies and changes in primary care. You can subscribe to newsletters and engage in continuous learning through workshops, webinars and courses.
	Considered specialisations/ progression.	Where do you want to go after this stage? How can you get there?

This checklist can serve as a roadmap for anyone interested in pursuing a career in Primary Care.

Please note, this is just an example guide.

Notes

www.thehubplus.co.uk
www.nhscareers.nhs.uk
www.stepintothenhs.nhs.uk

A collection of overlapping, rounded, and irregular shapes in various colors (pink, blue, green, yellow, orange, red) located in the bottom right corner of the page.



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primary care

**If you have any questions about these
career pathways, or want to know what else
might be available for you...**

Get in Touch!

Email us on ddlmc.thehubplus@nhs.net or ring
us on **07883328933** and a member of the team
will get back to you

More things we can help with:

Apprenticeships

Work Experience

Career Support and Advice

Training and Education

Placements

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Find us on:



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