

**Are you currently out of training for a period of 3 months or more?**

**Yes**

**No**

**If you are on sick leave**

**SRTT Day:** Funding for expenses if approved

**Complete RTT-A form**

**If you are on an OOP**

**OOPE, OOPR or OOPP**

**OOPC or OOPT**

**SRTT Day:** Local arrangements for lieu day(s), on a case-by case basis, and funding for expenses if approved

Study Leave time and SuppoRTT funding for expenses, if approved

**Complete RTT-A form**

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**If you are on parental leave and...**

In receipt of statutory pay (i.e. SAP / SMP / ShPP)

Taking unpaid leave (week 40 – 52 of parental leave)

Using accrued annual leave

**KIT / SPLIT day:** Basic salary payment minus any statutory pay, and funding for expenses if approved

**SRTT Day:** Basic salary payment, and funding for expenses if approved

**SRTT Day:** Additional day of annual leave, and funding for expenses if approved

**Complete RTT-A form**

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**If you have returned to training...**

In the last 8 weeks following a period of 3 months or more out of training

More than 8 weeks ago

**SRTT day:** Study leave time and SuppoRTT funding for expenses, if approved

Not eligible for SuppoRTT. Apply for Study Leave

**Complete RTT-A form**

**Complete Study Leave form**