

Dear Dr xxxx

I hope this email finds you well.

I understand you have made the decision to retire. Please find below some information which I hope will help make the administration process as easy as possible for you when withdrawing from the Performers List following your decision to retire.

If you have retired completely and do not plan to continue any other work that would require you to have a GMC licence to practice, then you would need to contact the GMC regarding your registration as you will need to either surrender or relinquish your licence. The following link will provide full advice on this process.

**Relinquish your licence** ([http://www.gmc-uk.org/doctors/registration\\_applications/relinquish\\_licence.asp](http://www.gmc-uk.org/doctors/registration_applications/relinquish_licence.asp)) - **Relinquishing your licence will enable you to remain on the Register without a licence to practice.**

If you wish to find out more details of your options, you can either contact the GMC direct on 0161 923 6277 or log on to the GMC website under your own account to Relinquish your licence.

### **Updating the Performers List**

If you are planning to retire from general practice, you can remain on the GMC register (and retain a licence to practice) but would need to withdrawal from the Performers' List. This means that in future you wouldn't be able to act as an NHS GP if you come off the performers list.

The attached guide will provide details on how to withdrawal from the Performers List. The PCSE Online Portal can be accessed via: <https://pcse.england.nhs.uk/services/performers-lists/>. Your username is usually the email address you have registered with the GMC. If you cannot remember your password, please select the forgotten password option to get a temporary password sent to you via. email. When you log onto the portal, you need to select 'Withdrawal from Performer List' from the left hand menu. From this screen you can request to withdraw from the Performers List for one of the following reasons: ● Resignation ● Retirement ● 24hr Retirement.

If you have not registered for the Portal, please follow the registration details using the following link [New Performers - Primary Care Support England](#)

I hope the above information is helpful and may I take this opportunity to wish you a long and happy retirement.

Best wishes