

ARCP: Evidence Checklist and GPStR Feedback Sheet: (for use by the panel member who reviews the ePF)

Name of GP StR:

Training Year:

Chair of ARCP Panel:

Educational Supervisor:

Full Time

ARCP Panel Date:

Period of Training being reviewed:

CCT/End of Training Date:

**Date of last ARCP Panel:
Outcome:**

1. Reviewer – please complete electronically and e-mail to GPSTP Coordinator before the date of the ARCP Panel
2. Coordinator – update with any revisions from the panel
3. E-mail form to GPStR to upload to ePortfolio log entry 'Professional Conversation': registrar will write reflection on this feedback
4. If GPStR referred to Deanery, complete 'Reasons for Referral to Deanery ARCP Panel' box and e-mail form to locality administrator. Gpsouth.yh@hee.nhs.uk gpeast.yh@hee.nhs.uk gpwest.yh@hee.nhs.uk

	Yes	Unclear or Not acceptable	N/A	Satisfactory Progress/Comments
ARCP Outcome Form - (were there any additional comments or actions recommended by the last Panel?)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Capability (previously competence) Progression (if end of ST3 all competent for licencing or excellent)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Educators' notes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Clinical Experience Group coverage (replaces curriculum coverage)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CEPS (most of CEPS assessment is related to the word descriptors but there is a requirement to demonstrate intimate examination competence):				
• Rectal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Prostate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Breast	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Female Genital	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Male Genital	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
WPBA – correct number for ST year?				
CBD	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
COT/MiniCEX	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

	Yes	Unclear or Not acceptable	N/A	Satisfactory Progress/Comments
Audio-COT (ST3 at least one required)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
MSF	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
PSQ	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CSR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
PDP	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Log diary (Good enough spread of good enough quality entries over time, with evidence of reflection and development.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Prescribing pilot	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mandatory pilot for full time ST3 starting Aug 2019 – should be completed Dec 19/Jan 20. Although 'mandatory', because it is in pilot for 2019/20 cannot give unsatisfactory ARCP outcome if not done but may make a comment.
Revalidation statements i) CSR ii) ESR iii) Enhanced form R (in learning log)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	This has replaced the complaints declaration. Is there consistency between these? Are there known unresolved concerns identified in any of these 3 sources? (If there are concerns, this will be discussed at panel so you do not need to go into great detail here) No <input type="checkbox"/> Yes <input type="checkbox"/>
People Requiring Urgent and Unscheduled care	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Replaces OOH requirements from Oct 2019. Training prior to Oct 2019 – old OOH requirements apply. Has trainee got evidence for the UUSC clinical experience group across the different capability areas?
Records of NOE (Naturally Occurring Evidence):	The School provides advice to enable trainees to provide evidence under all the competencies. It is the capabilities which are important rather than the presence or absence of particular NOE elements so there is flexibility about the use of these, but absence should prompt looking in more detail at the quality and quantity of recent evidence for the competences. NOE occurs depending upon opportunities arising so absence of NOE <i>on its own</i> should not lead to adverse ARCP outcome; a holistic/global assessment of the trainee's progress is required and NOE is only one part of such an assessment.			
Significant Event Analysis (at least one personal SEA expected by completion of training, but as SEAs often provide evidence for Fitness to practice etc, more than one will provide extra evidence of capability).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Reflection on key learning points from each post	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Audit (during GP attachment) (1 required in training) or Reflection on QOF or Quality Improvement Project	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Case Study or Presentation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

	Yes	Unclear or Not acceptable	N/A	Satisfactory Progress/Comments
Attendance record at VTS teaching (normally provided by scheme administrator)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CSA	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
AKT	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CPR/BLS/AED or ALS (completion needed at end of training time only)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Certificate to confirm Level 3 Safeguarding Children Training completed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Requirement for ST3 trainees having ARCP panels <i>up to end of May 2020</i>
Child and adult safeguarding				New requirements for trainees having ARCP panels <i>from June 2020</i>
i. In date evidence of level 3 child <i>and</i> adult safeguarding training <i>and</i> evidence of a knowledge update in current ST year (can be L3 training if done in year)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Evidence of applying learning; Minimum requirement of one participatory piece of learning and reflection for both adult and child safeguarding <i>in each training year</i> .
ii. Evidence of applying learning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
The Post (any issues for GPSTP)				
The Person (personal Problems/Probity)				
Overall				

ePortfolio Highlights

Suggestions for Future Improvement

Educational supervisor feedback

RCGP is encouraging ARCP panels to give ES feedback. It would be very helpful if panel reviewer completes this section so panel chair can provide ES feedback.

	Areas for consideration	Satisfactory ESR	Excellent ESR
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Please highlight any areas that apply or add free text to box below	<ul style="list-style-type: none"> Trainee in ST1 or ST2 rated CFL (trainees need to demonstrate competence over course of the training programme before they can be CFL; NFD-AE is appropriate in ST1 and ST2 for good trainees). 	<ul style="list-style-type: none"> A thorough evidence based ESR was completed which helped the panel and the panel 	Please add free text comments below

	<ul style="list-style-type: none"> • Trainee at end of 3 year's training or in ST3 extension rated NFD-ME or NFD-AE in any of the capabilities (trainees supposed to be CFL or E at this stage; if not should be rated NFD-BE). • Ratings not evidence based; can happen where supervisor knows trainee is a good doctor (or not) and bases the ratings on knowledge of the doctor rather than the ePF evidence. • Panel came to a different conclusion about the trainee's progress for reasons in free text box below or see ARCP outcome form. • Other reasons; please add free text comments below. 	<p>agreed with the ES ratings.</p> <ul style="list-style-type: none"> • Other reasons; please add free text comments below 	
--	---	---	--

Please add free text comments here:-

Reasons for Referral to Deanery ARCP Panel (if applicable)