

# ARCPs

## What goes wrong and how to get it right

**Chris O'Loughlin**  
**Susan Woodroffe**

# **This workshop...**

- **Review principles of ARCPs**
- **Consider where they go wrong**
- **Learn from best practice**

# Why ARCPs ?

- **Patient safety**
- **Revalidation**
- **To make a decision about progressing through training**

# Why training ?

**The purpose of being in a training programme is to complete the training programme**


1.15 The primary purpose of entry into training is to be able to progress towards and achieve either completion of a foundation programme (and obtain a Foundation Programme Certificate of Completion) or core training or obtain a Certificate of Completion of Training or equivalent.

# Postgraduate doctors in training

In general:

- Highly intelligent
- Have successfully passed multiple stages and selections
- Have chosen a specific care path within medicine
- Are keen to succeed
- Are not immune from mental health challenges
- Are in a highly stressful job
- Have an identity that is closely linked to work and achievement

# Need to consider...

- **Patient safety**
  - **Supporting trainees' progression**
  - **Trainees' wellbeing**
- 

**What goes wrong ?**

**Timing...**

# ARCPs - timing

Training year



12 calendar months

↑  
ARCP





# ARCPs - timing

Training year



12 calendar months



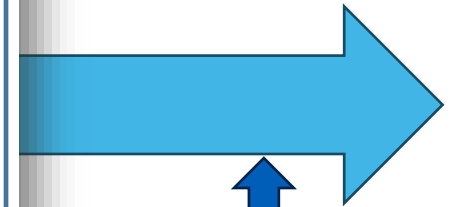
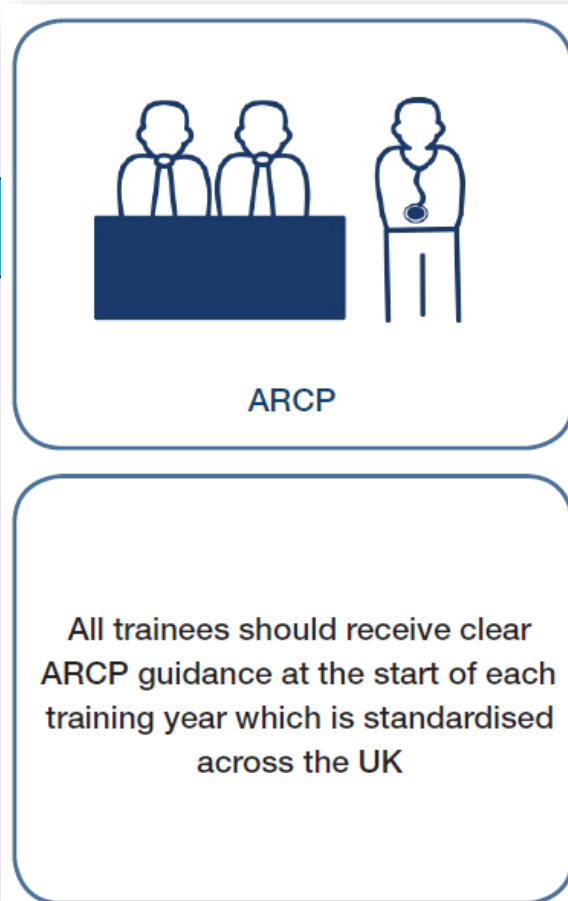
ARCP

# ARCPs - timing

Training year



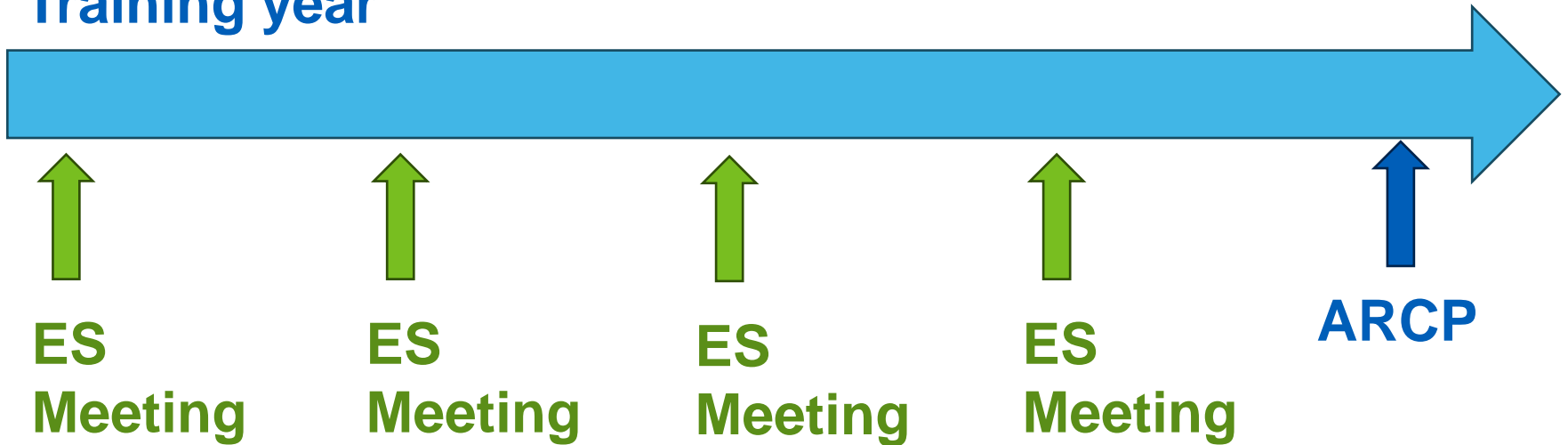
ES  
Meeting



ARCP

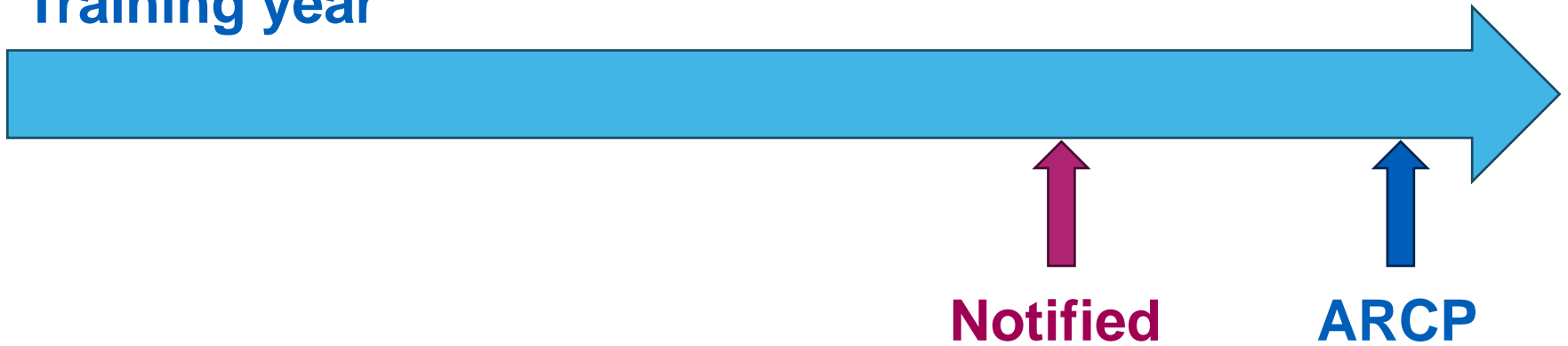
# ARCPs - timing

Training year



# ARCPs - timing

Training year



# ARCPs - timing

Training year



# What goes wrong ?

## The panel...



# Who makes up the panel ?

- Chair (TPD...)
- 2 other panellists (or not quorate)
- Lay rep
- External rep
- Academic rep
- Dean's rep
- Admin support

**Watch out for conflicts of interest...**



**What goes wrong ?**

**The evidence...**

# Evidence

**What's required ?**

**Content:**

- **WPBAs**
- **Other portfolio entries (reflection)**
- **Form R**
  
- **Supervisor reports (CS / ES)**

# Form R

**Covers the entire scope of practice for which a trainee holds a license to practice including:**

- Locum work
- Voluntary work e.g. St John's Ambulance,
- Personal business, e.g. Botox
  
- Complaints and compliments arising across full scope of practice
- Involvement in and learning from investigated significant events arising across full scope of practice

# Evidence

## Watch out for ...

- Evidence from only part of the year
- Concerns not documented in the portfolio
- Informal sources of information, or information not shared
- Trainees should be aware of possibly outcomes...

**What goes wrong ?**

**Outcomes**

# The ARCP outcomes

1	Satisfactory progress
2	Needs further development, extra time not needed
3	Needs further development with extra time
4	Removed from programme
5	Incomplete evidence
6	Completion of training programme
8	Out of programme – OOPE / OOPR / OOPC
10	<i>Covid related training delay</i>
U Codes	For an Unsatisfactory outcome
N Codes	For a Non-assessment
C Codes	For Outcome 10s

# Adverse ?

1	Satisfactory progress
2	Needs further development, extra time not needed
3	Needs further development with extra time
4	Removed from programme
5	Incomplete evidence
6	Completion of training programme

U Codes	For an Unsatisfactory outcome
N Codes	For a Non-assessment

# CCT date

Time in training  
(WTE)

Dual training

Remedial time

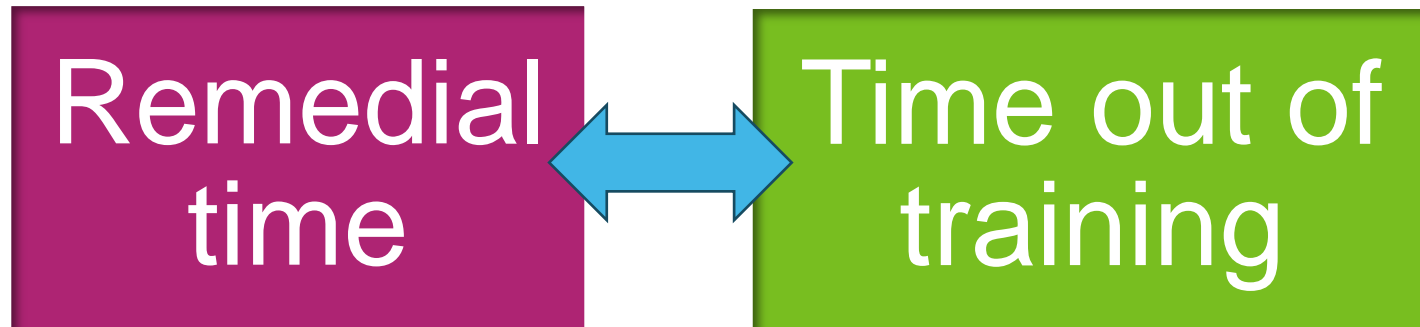
Time out of  
training

Accelerated  
training

Other (unusual)  
circumstances,  
eg training  
opportunities



# Time and outcome number



# **CCT Date / Grade at next rotation**

**Need to put on form**

**Consider:**

- **Time out of training**
- **Remedial time**
- **Any other changes**

# Outcome form


- Reasons for outcome
- Specific competencies that need to be achieved
- Record any mitigating circumstances  
(should be in portfolio in advance)
- Note right of review/appeal and PSW availability
  
- Comment on any particular positives
  
- Updated CCT date (and grade at next rotation), next ARCP date

**What goes wrong ?**

**After the ARCP...**

# After the ARCP

Note – might need to start planning before the ARCP

- **Speaking with the trainee**
  - **Release of Outcome form**
  - **Resolving Outcome 5s**
  - **Arranging appropriate support for the trainee**
  - **Planning next rotation**
- 

# Need to consider...



**Patient safety**



**Supporting trainees'  
progression**



**Trainees' wellbeing**