

Avoiding Unsatisfactory ARCP Outcomes – Spring 2019

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Chris O'Loughlin
Janet Rutherford

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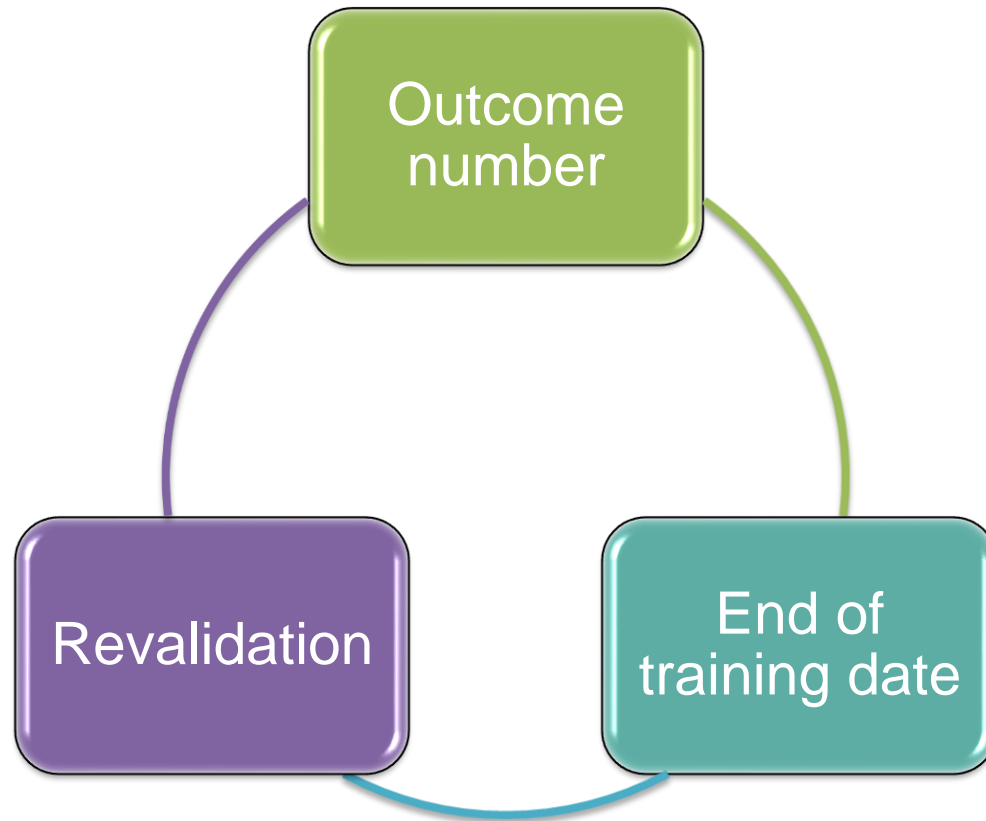
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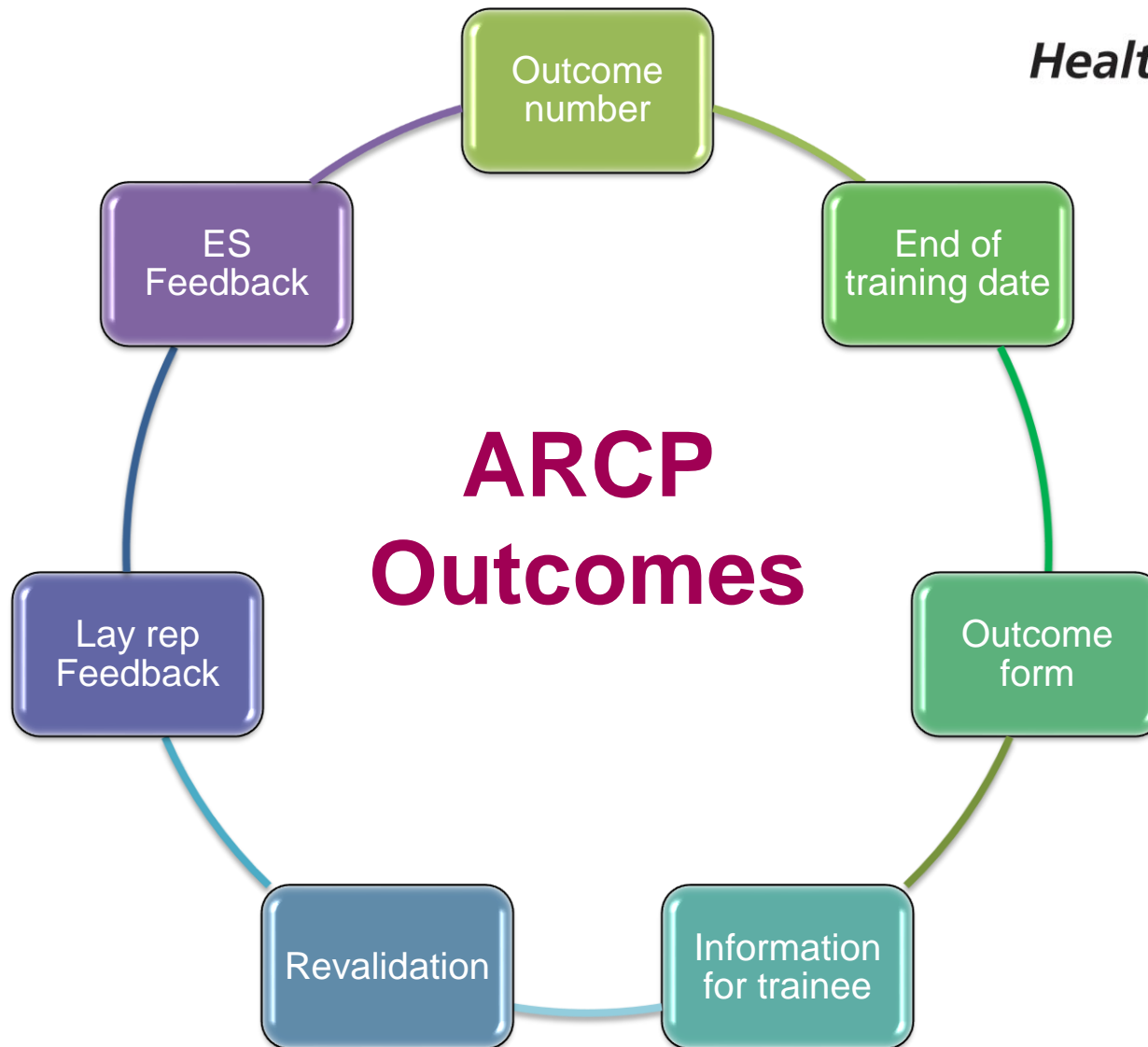
Who are you ?

What are the ARCP outcomes ?

ARCP Outcomes

- 1 Satisfactory Progress
- 2 Development of Specific Competencies Required – additional training time not needed
- 3 Inadequate progress – additional training time is needed
- 4 Released from the training programme
- 5 Incomplete evidence presented
- 6 Gained all required competencies





Avoiding unsatisfactory outcomes...

Starting the day

The chair arrives a bit late, and the rest of the panel have started looking at the first trainee.

The chair joins in discussion and day proceeds chaotically onwards...

Lay Rep Feedback

What should the chair do ?

Lay Rep Feedback

Chair should...

- Introduce panel
- Panel briefing
- Check experience / conflicts
- Divide up tasks
- Plan the day and keep to time
- Listen to panellists



Form R

A local ARCP panel is reviewing a ST3 GP trainee who is due to qualify in 6 weeks time. They notice that Section 4 of Form R has not been completed and that a digital signature has not been used.

What issues does this present?

How could it have been avoided?

Serious Incidents

The trainee has declared a serious incident in their Form R relating to a patient death while they were doing a locum shift in another hospital. They note that it wasn't part of their training post so isn't in their portfolio.

The ES reports that they are aware of it and it is currently being investigated.

Revalidation

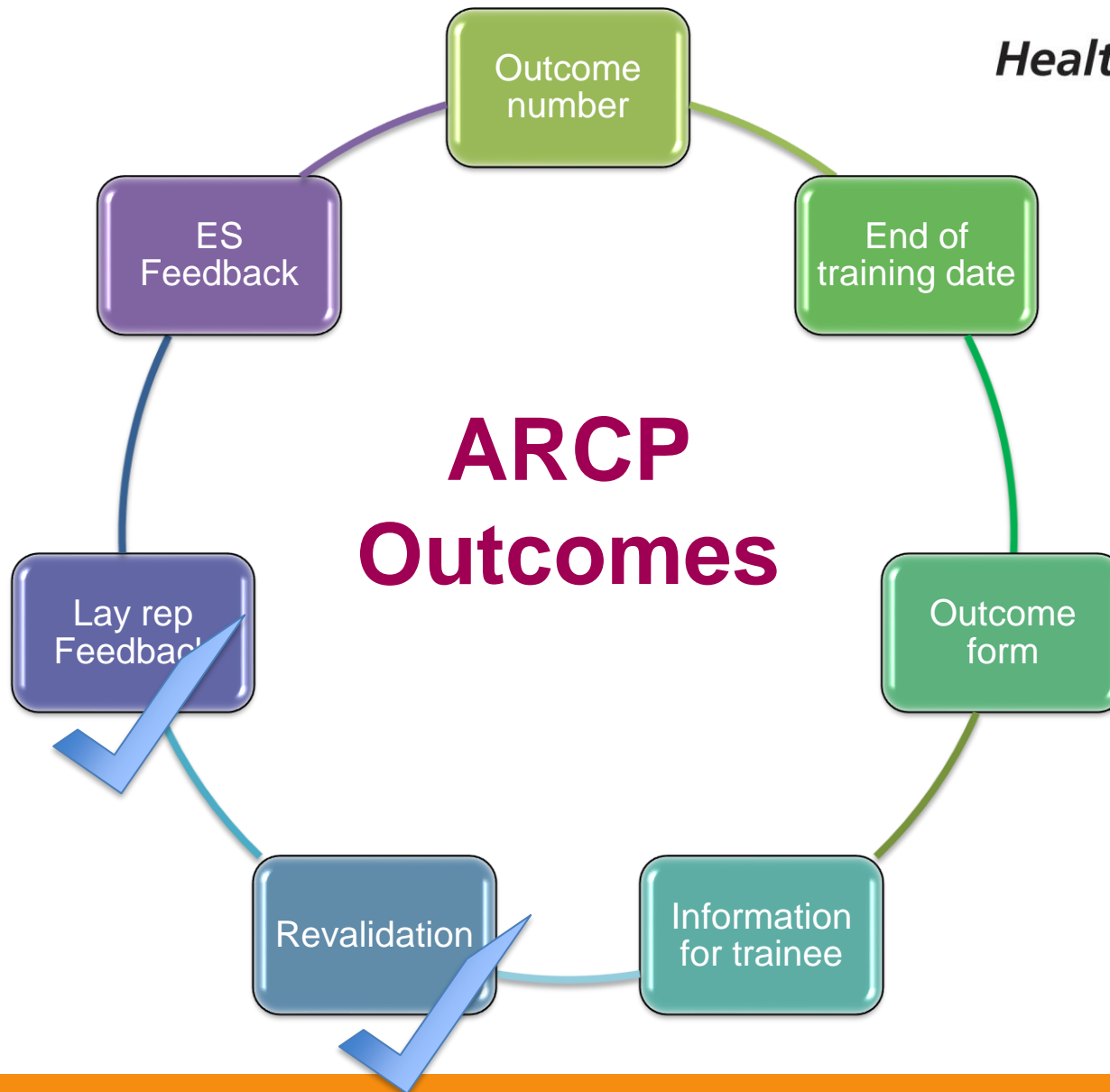
What is the panels role in revalidation ?

What information do you need ?

Form R

- Scope of work
- Days out of training
- Health and probity declaration
- Serious incidents, complaints and investigations
- Compliments

NB – the panel is neither revalidating or recommending



**End of
training date**

Time out of training

The trainee has had 12 days off sickness in their first post in September. They have just had 2 weeks paternity leave in March.

What effect does this have on their end of programme date ?

**End of
training date**

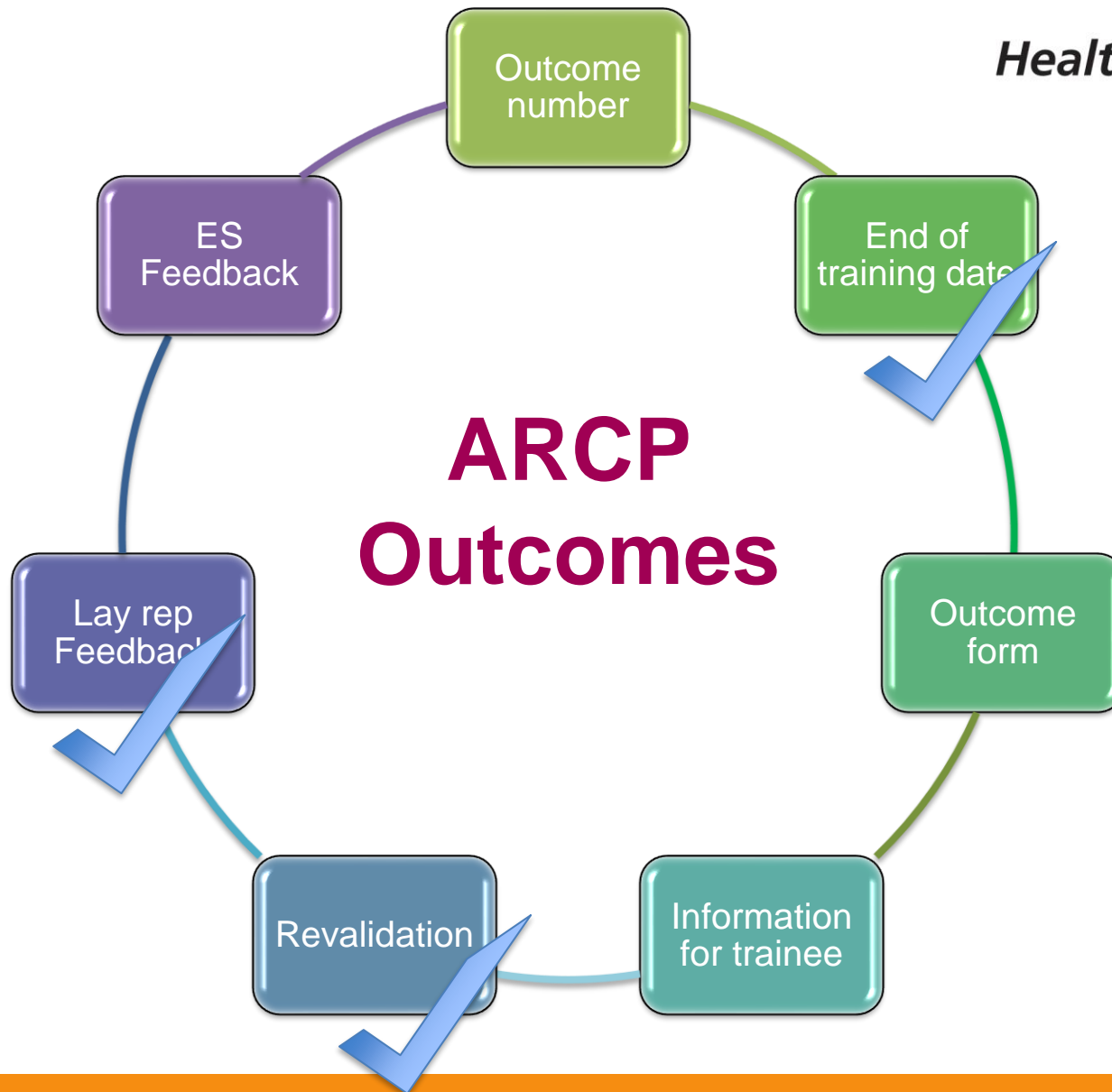
So what changes the CCT date ?

So what changes the CCT date ?

- Absence for > 14 working days
- LTFT training
- Out of Programme Experience (OOPE / OOPR / OOPC)
- Dual training
- Academic component of training
- Outcome 3
- Problems in the training environment
- Changes to curriculum
- Able to obtain CCT sooner...

Please avoid...

“CCT date to be checked at next ARCP”

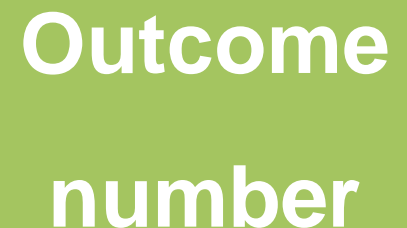


**Outcome
number**

Adverse outcome numbers...

Outcome ?

A trainee comes to ARCP missing a Case Based Discussion, and their 360 degree feedback won't be available for 5 days. Their other workplace based assessments are satisfactory.

A green rectangular box with a black border and a slight 3D effect, containing the text 'Outcome number' in white. It is positioned in the bottom right corner of the slide, above a thick orange horizontal bar.

**Outcome
number**

Outcome ? (different trainee)

This trainee had a previous outcome 5 because of poor educational engagement, missing several WBPAs for their last review, which was corrected.

There was a flurry of activity at the start of this year but this quickly tailed off and again they are at an ARCP without the required portfolio.

**Outcome
number**

**Outcome
number**

**How to avoid
Adverse outcome numbers ?**

And whose responsibility is it ?

**Outcome
number**

Adverse outcome numbers...

For the trainee

- Outcome 2
- Outcome 3
- Outcome 4

For the process

- Outcome 5

How to avoid Adverse outcome numbers...

For trainee

- Expectations
- Supervision and support

For supervisors

- Awareness of requirements
- Monitoring

For panels

- Review portfolios in advance

**Outcome
number**

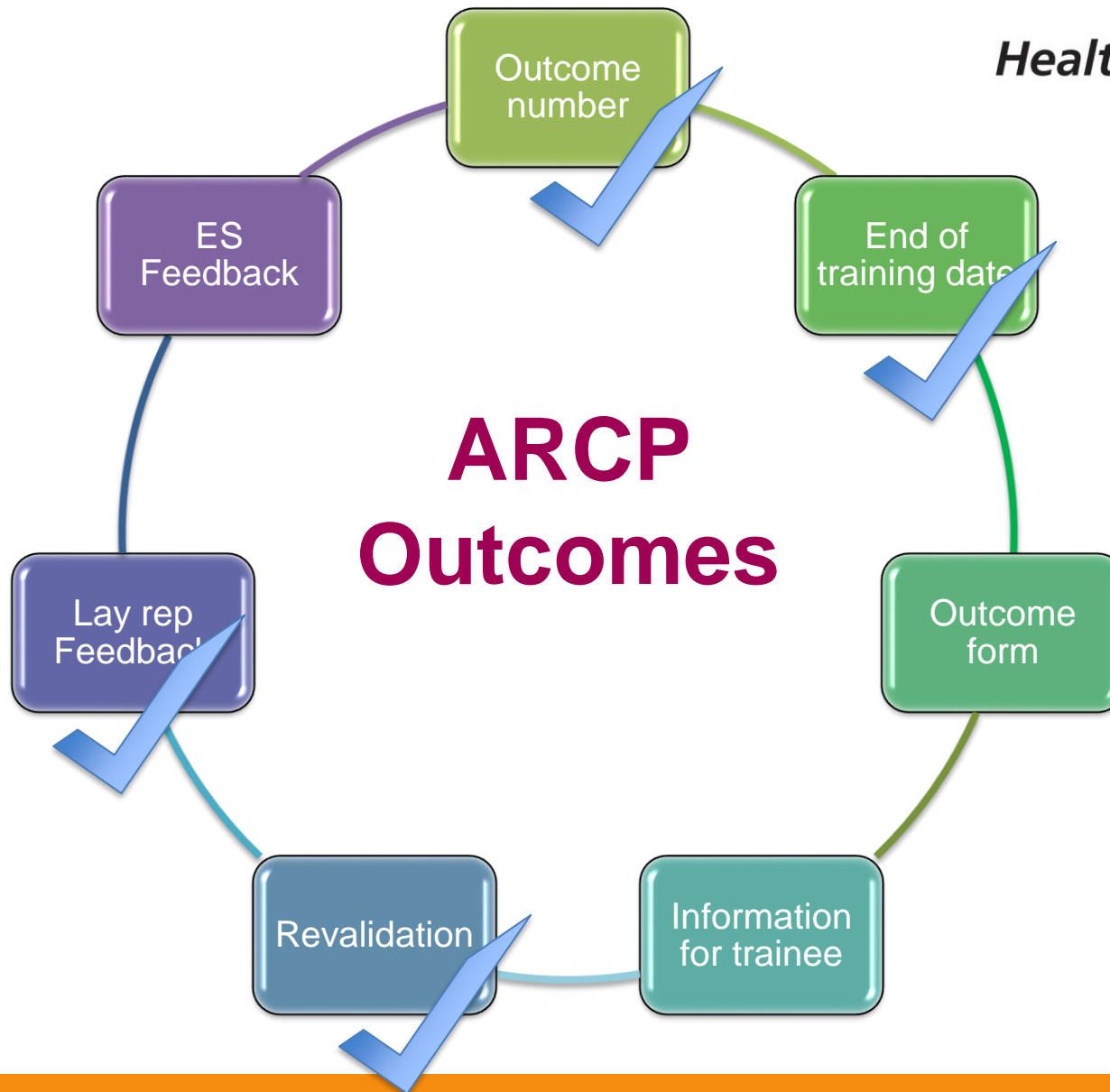
Outcome number

4.70 Where the TPD, educational supervisor or named academic supervisor has indicated that there may be an unsatisfactory outcome through the ARCP process (Outcomes 2, 3 or 4), the trainee should normally be informed of the possible outcome prior to the panel meeting.

Trainee should be aware...

- 4.70 Where the TPD, educational supervisor or named academic supervisor has indicated that there may be an unsatisfactory outcome through the ARCP process (Outcomes 2, 3 or 4), the trainee should normally be informed of the possible outcome prior to the panel meeting.

**Outcome
number**



Outcome form

A ST1 trainee has been given an outcome 2 by a central ARCP panel with a review date in 6 months. The recommended actions state “demonstrate engagement in eportfolio”

Is this acceptable?

Outcome form

What should you write on the outcome form?

Phrasing on ARCP forms

- Recognise progress and good performance wherever possible eg good MSF feedback, a good audit etc
- Use positive, supportive language
- Clear record of what will be expected before the next ARCP
- Include important statements eg OC4 next time.....
- Congratulate on exam success and qualifying

**Outcome
form**

**Outcome
form**

**Anything else for adverse
outcomes ?**

Or what should be avoided ?

For adverse outcomes

- Note any mitigating factors
- Refer to specific competencies met / unmet
- Any additional training time
- What will be expected by next ARCP
- Recommended actions (and who by)
- When next ARCP is

**Outcome
form**

To avoid...

- Comments beyond the scope of the ARCP
- Personal attacks
- Pre-judging investigations
- Note that “reflection” is a highly emotive area !

**Outcome
form**

Demonstrating reflection

- Sometimes medical students and doctors may want to discuss or write down their reflections, or may be required to as part of their education, training and development.
- A reflective note does not need to capture full details of an experience. It should capture learning outcomes and future plans.
- Engagement in reflection can be demonstrated in different ways, depending on career stage.
- *Anonymising details in reflections:* When keeping a reflective note, the information should be anonymised as far as possible.
- *Reporting on serious incidents:* Reflecting on the learning resulting from a significant event or serious incident is important. Reflective notes should focus on the learning rather than a full discussion of the case or situation. Factual details should be recorded elsewhere.



Information for trainee

Seeing the trainees...

The panel decides on an outcome 2 for a trainee, but when he comes into the room he brings in several pieces of paper including a supporting letter from a different consultant. He explains that he fell out with his clinical supervisor early on and hasn't had a fair chance at this post.

What's gone wrong ?

Seeing the trainees...

- Information relevant to the ARCP should be in the portfolio
- Not an interview
- Outcome given at the start of the meeting

**Information
for trainee**

Information for trainee

Seeing the trainees...

A trainee contacts the deanery 3 months into an Outcome 3 extension and says he wasn't aware that he could appeal, and hasn't had any additional support.

What should have happened ?

Information for trainee

Adverse outcomes

- Right of review / appeal explained
- Written information given
- Professional Support Unit suggestion
- Be clear about any referral
- Document discussion



ES

Feedback

Educational Supervisor report

A trainee has a good portfolio with a range of WBPAs done by different professionals and a rather bland MSF.

Their educational supervisor report however states that they are known to be clinically unsafe and people often have to step in to help them (but few specific details)

What can the panel do ?

ES

Feedback

What makes a good ES report ?

A good ES report...

- Specific
- Linked to curriculum and Good Medical Practice
- Aware of requirements for ARCP
- Refers to evidence in portfolio and supervisors reports
- Doesn't hint at "special knowledge"

ES

Feedback



Summary

How to avoid adverse ARCP outcomes ?

Preparation

- Trainee
- Supervisor
- Panel
- Chair

Questions and Comments ?

Thank you

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