

Preparing your trainee for ARCPs

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What are you hoping to gain from today's session?

Please add to chat



How have you helped your Trainees prepare for their ARCP?



What difficulties have you had or has your trainee reported with preparing for ARCPs?



Purpose of an ARCP

- To consider evidence provided by the trainee
- To consider if sufficient evidence of training progression in order to move to next stage training/CCT
- To consider TOOT and see if CCT date needs extending
- To provide advice to the RO regarding fitness to practice and revalidation issues



What happens before an ARCP?

- Eportfolio evidence all needs to be shared with the trainee
- Trainee should be emailed with their ARCP date and supporting information
- ESR within 2 months of the ARCP date (must be a FULL ESR, not an interim ESR)
- Form R
- Wider Scope of Practice Form



Evidence



Work Placed Based Assessment

- Change between old and new WPBA requirements
- New types of WPBA
- E-portfolio
- WPBA Calculator
- Covid reduction



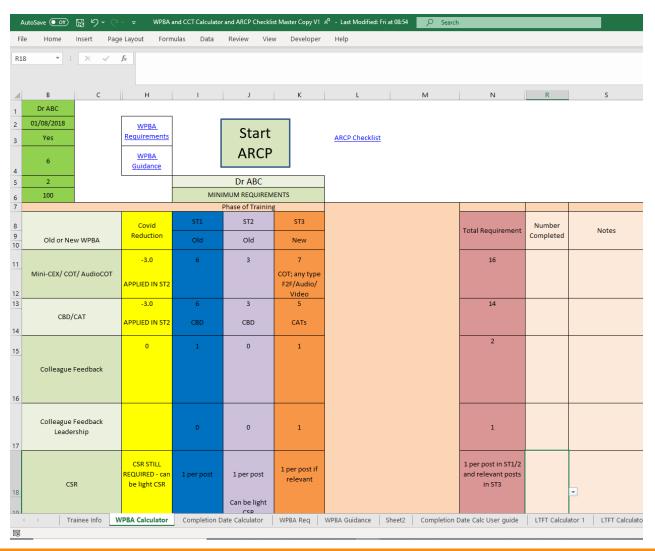


How do I find out what assessments are expected of a trainee before each ESR?

- https://www.rcgp.org.uk/training-exams/training/newwpba/assessment-requirements.aspx
- WPBA/ARCP/CCT calculator provides individual trainee requirement
- ... and please do check their last ARCP form to see if they were asked to do anything specific.....



Health Education England





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В С	н	l I	J	K	L		М	N	R	S
Patient Feedback	Unless covid considered to have had impact	1 In GP	1 In GP if not previously done	1				2		
- Clinical Case Review/Learning Logs	Log entries expectation reduced	Many	Many	36				36 Clinical Case		
	IN ST2	Learning Logs	Learning Logs	Clinical Case Reviews				Reviews + earlier Learning Logs		
QIP (Quality Improvement Project)/QIA (Quality Improvement Activity or Audit)		0	0	No QIP but QIA req'd				QIP/QIA as Specified		
Placement Preparation Meeting		Not required	Not required	1 per post				1 per post		
Significant Event		Several	Several	If relevant				Several and if relevant		
Learning Event Analysis (LEA)		Several	Several	1				1 Minimum		
Prescribing Assessment		0	0	1				1		
Leadership		0	0	1				1		
CEPs (N.B. 5 mandatory intimate - Breast, female genital, male genital, rectal, prostate)		Ongoing	Ongoing	5 intimate+range of others				5 intimate+range of others		
ESR	Can be light	2	2 Can be light	1				5		
→ Trainee Info W	VPBA Calculator	Completion D	ate Calculator	WPBA Req	WPBA Guidance	Sheet2	Completion [Date Calc User guide	LTFT Calculat	or 1 LTFT Cal



Other evidence

- Child and Adult Level 3 Safeguarding learning as early as possible in each ST phase + evidence of practical application
- Urgent and Unscheduled care
- Curriculum coverage
- BLS/AED



ESR



Preparation for the ESR

- Be familiar with the evidence on the trainee's Eportfolio
- Review period is from the date of the previous ESR (or start of training) to the date of the current ESR
- Read the trainee's self-rating
- Do you agree?
- Tag supporting evidence
- If you spend time commenting in Learning Logs/WPBA as you go along – then when you select this as supporting evidence, your comments will automatically appear in Evidence Box to support your rating



Doing the ESR

- Agreed time and venue
- Usually face to face, but has been by video call during covid-19
- Establish rapport and ask the trainee if there is anything particular that they would like to get out of the session
- General discussion, including the PDP objectives



Doing the ESR

Supervisor

- Rates and documents evidence against 13 capabilities (if full ESR)
- Comments on quality of reflection and evidence provided, PDP, CEPS
- Gives overall outcome on progression
- Submits the ESR which trainee then accepts

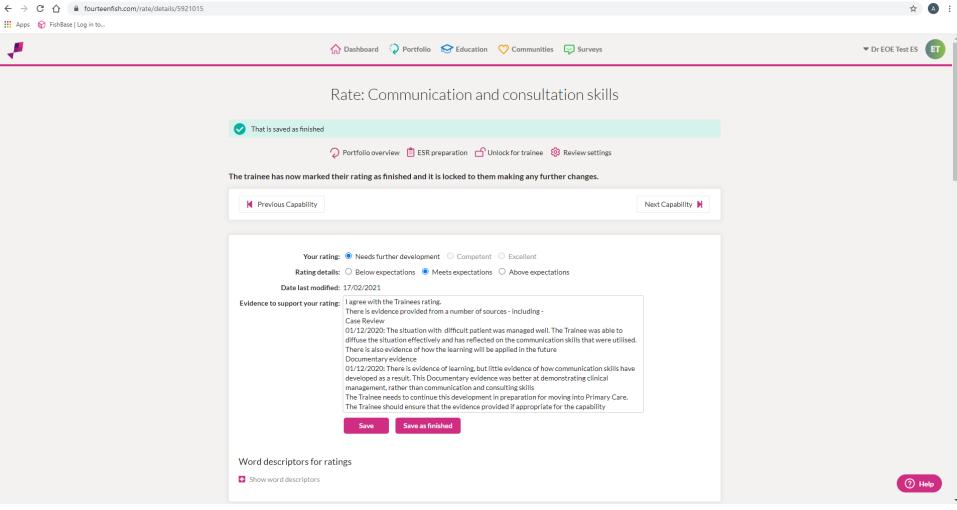




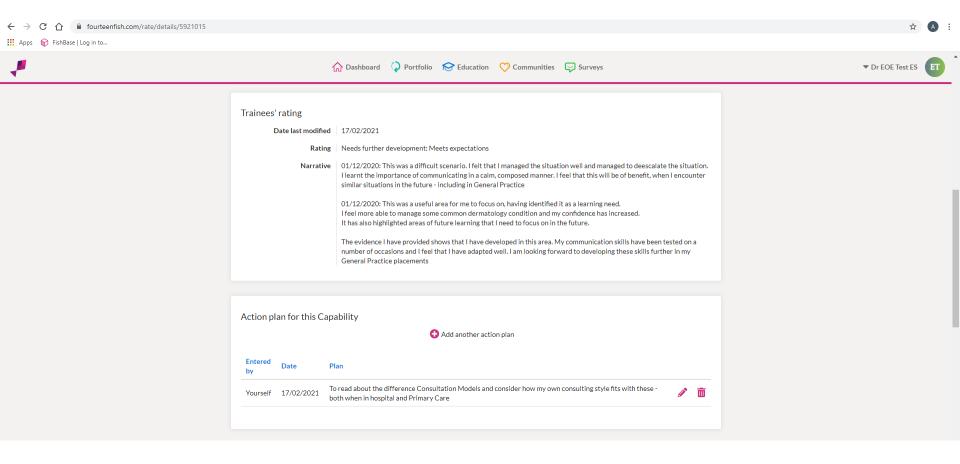
Tagging of Evidence

- Up to 3 items of linked evidence for each capability
 - Internal evidence showing reflection (Log Entries)
 - External evidence showing confirmation
 - CEPS, COT, CBD, CATs etc.
- Self-rating should include a description of why the trainee thinks logs/assessments meet criteria.
- Trainers can tag additional evidence (up to 3 further items)
- This is especially important where you are disagreeing with the trainee's self-rating

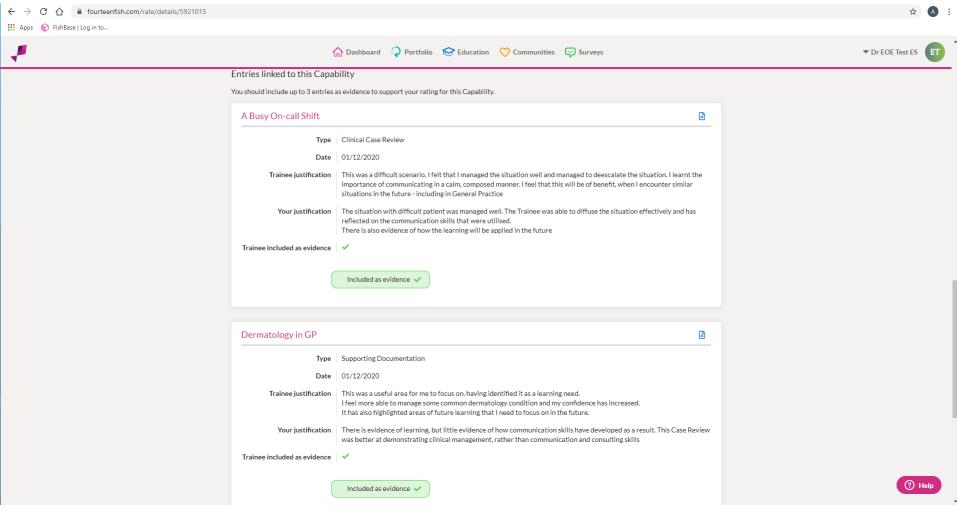
















Insufficient evidence for a capability area(s) – is that okay?

- It depends.....
- ST1/2 can usually be managed provided it isn't part of a wider concern.
- ST3 final ESR not able to CCT until addressed
- If part of a wider lack of engagement in Eportfolio, likely to lead to an unsatisfactory outcome





Capability Ratings

- Based on evidence provided on the trainee's Eportfolio, rather than what might be in 'your head' through working with them
- Trainees will be NFD until their ST3 year
 - NFD below expectations
 - NFD meets expectations
 - NFD above expectations
- Final ESR
 - Must have COMPETENT or Excellent in all 13 capabilities



Final Comments Box

- Opportunity to give an overview of the trainee's progress or raise any particular issues that you are keen to flag up to the trainee or ARCP Panel
- Good to say well done.....
- As well as to give an overview of areas needed to work on

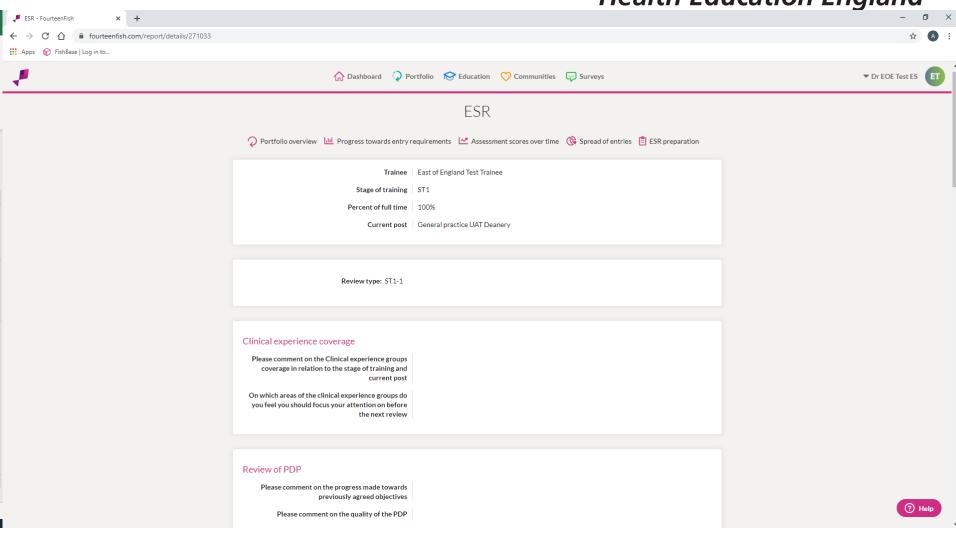


What other boxes are there to complete?

As well as the capability areas and the PDP, the following areas will need commenting on

- Clinical experience coverage
- Quality of evidence provided
- Clinical examination and procedural skills
- Progress on previous action points



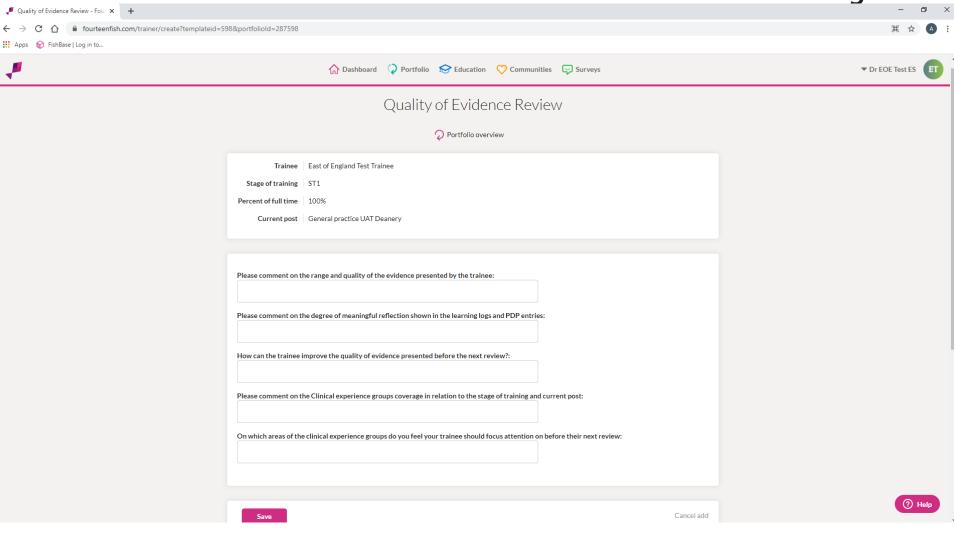




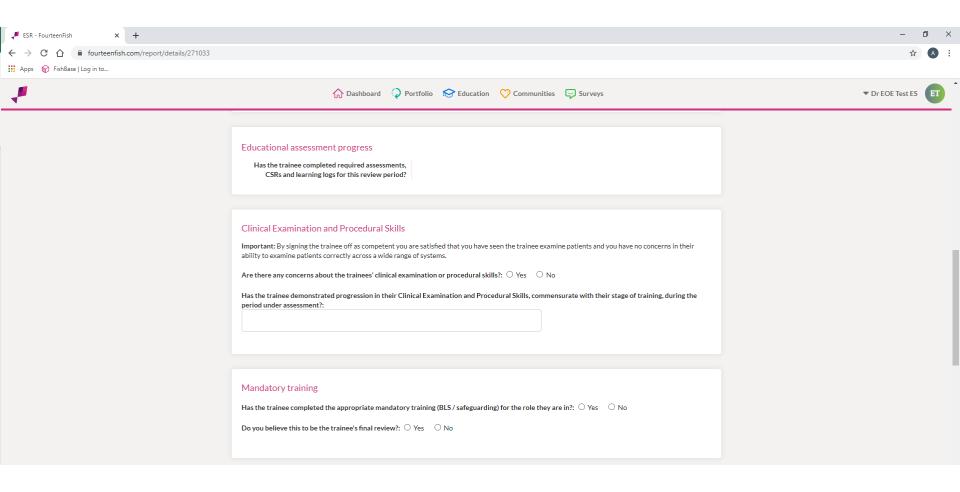
My trainee suggested PDP items that aren't SMART. Can we change them?

- Yes!
- ESR discussion is a good vehicle for this:
 - Generate a shared, agreed plan
- PDP isn't really for compulsory elements e.g., "Pass my AKT". The trainee might have some specific learning objectives to have them pass AKT through
- Still needed for a final ST3 ESR and ARCP PDP items to take forward into appraisal system









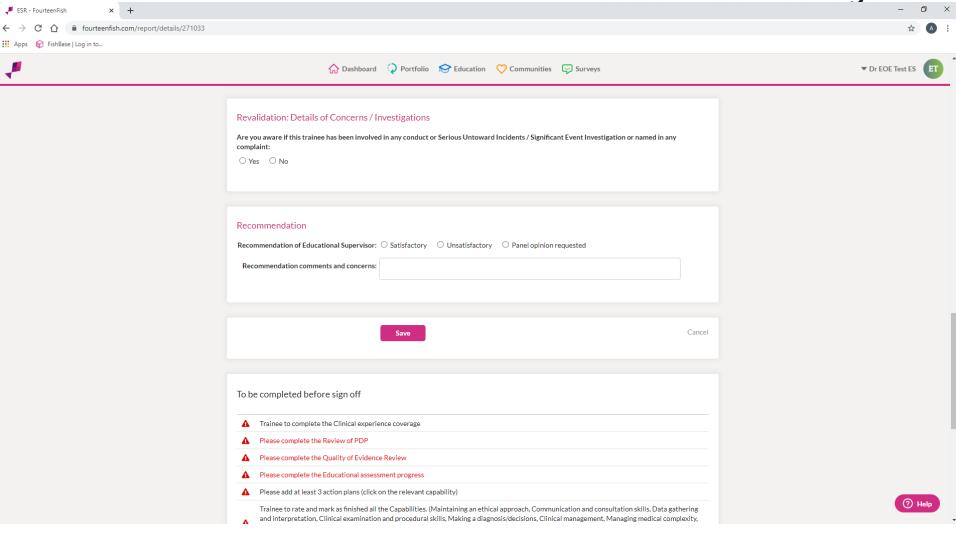




ESR Outcomes

- Satisfactory Progress
- Panel Opinion Requested
- Unsatisfactory Progress







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 CONGRATULATIONS!!



ARCP Outcomes

Still available and used in exceptional circumstance –

- 10.1 Achieving progress, acquisition of some capabilities have been delayed by Covid, remaining training still available
- 10.2 Achieving progress, acquisition of some capabilities have been delayed by Covid, eg exams, has reached CCT date/transition date so additional training time is needed



Local versus Central ARCP Panels

Local Panels

- Vast majority of GP trainees
- Held at local programme
- Every June +/- December

Central Panels

- Unsatisfactory outcomes
- Now held remotely via TEAMs, previously held face to face at Victoria House



Experiencing ARCPs

- Chair Training and Updates
- Sit on Local ARCP Panel as Panel Member
- Observe local or central ARCP



Supporting Traines



Local ARCP Panel

- ESR completed N.B. full ESR, not interim
- Form R and Wider Scope of Practice Form
- Majority able to be given OC 1,5, 10.1 or 6
- Trying to avoid OC 5, by having all evidence available
- If Local Panel is unable to given Satisfactory Outcome
 - trainee referred to Central Panel



Local ARCP Panel

- ESR completed N.B. full ESR, not interim
- Form R and Wider Scope of Practice Form
- Majority able to be given OC 1,5, 10.1 or 6
- Trainee needs to sign off ARCP Outcome (and apply for CCT if end of training)
- Trying to avoid OC 5, by having all evidence available
- If Local Panel is unable to given Satisfactory Outcome
 - trainee referred to Central Panel



Central ARCP Panel

Routes -

- Specified at previous ARCP Panel
- Referred directly
 - Panel Opinion requested or Unsatisfactory progress
 - Extension to training require, due to exam failure
- Referred by Local Panel



Central ARCP Panel

Preparing trainee

- Form to complete/Educators Note
- Discussion regarding possible outcomes and implications
- Signpost trainee to support e.g. TPD, PSW, careers guidance
- Awareness that
 - will meet Panel face to face (via video link)
 - outcome decided before discussion with trainee
 - will be asked about mitigating circumstances
 - will be given/send leaflet explaining outcome



Central ARCP Panel

Following Panel

- Outcome form completed by Panel chair, trainee reviews and signs off
- TPD/ES meet with trainee to discuss outcome and develop educational plan, based on ARCP Outcome
- Signpost trainee to support e.g. PSW, careers guidance
- Listen and advise regarding appeals
- Start preparing for the next Panel…!



Resources for Trainees

- HEEOE Website page What I need to do before each ARCP
 - https://heeoe.hee.nhs.uk/general_practice/annual-review-competency-progress-arcp-resources-trainees
- RCGP website
- Webinar
- Video
- Discussion with peers







What would help you support your Trainees in the future?



Questions