

## Reflective statement on non-completion of a Learning Agreement/MCR for the ARCP

You may find it helpful to use this form if you need to explain to an ARCP panel any mitigating factors or extenuating circumstances relating to the inability to provide the required evidence for the ARCP.

Trainees should aim to complete the reflective statement by the date they would normally have expected to have scheduled the Learning Agreement final review meeting. They should discuss it with their Assigned Educational Supervisor and can upload the reflection to their portfolio under OTHER EVIDENCE / Miscellaneous. If Assigned Educational Supervisors or Lead Clinical Supervisors are completing this form, they should send it to the Training Programme Director in advance of the ARCP.

TIPs for completion:

- Make your comments objective and factual
- Make suggestions for improvement in a constructive way
- For a rounded reflection, include what went well

Please note that this reflection does not obviate the need to persevere with the assessment process.

<b>Name</b>	
<b>Training role</b>	Trainee / AES / Lead CS
<b>ARCP date</b>	

### Learning Agreement

OBJECTIVE SETTING	
What went well?	
What could be improved?	
MIDPOINT REVIEW	
What went well?	
What could be improved?	
FINAL REVIEW	
What went well?	
What could be improved?	

### Self-assessment (trainees only)

MIDPOINT	
What went well?	
What could be improved?	
FINAL	
What went well?	
What could be improved?	

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**MCR**

MIDPOINT	
What went well?	
What could be improved?	
FINAL	
What went well?	
What could be improved?	
FEEDBACK SESSION	
What went well?	
What could be improved?	