**The Scotland Deanery – ST3 Final ARCP checklist**

To make your final ARCP go smoothly please complete this form. This will help prevent you from getting an unsatisfactory outcome for missing evidence.

**This should be uploaded into a learning log entry entitled - “Final ARCP summary sheet” and filed under type course/certificate. To help the panel ensure that your evidence is complete, fill in the tables below.**

You must have completed the minimum number of WPBA’s. For clarity check with the [RCGP website](http://www.rcgp.org.uk/training-exams/mrcgp-workplace-based-assessment-wpba.aspx)

Full guidance of how to achieve satisfactory progress is detailed in this document - [Guidance for Satisfactory Progression at ARCP panels for GP Specialty Trainees (GPSTs)](https://www.google.co.uk/url?sa=t&rct=j&q=&esrc=s&source=web&cd=2&cad=rja&uact=8&ved=0ahUKEwjs84f_-sXXAhVJK8AKHYeXDcQQFggtMAE&url=https%3A%2F%2Fheeoe.hee.nhs.uk%2Fsites%2Fdefault%2Ffiles%2Ftrainee_guidance_for_arcps.pdf&usg=AOvVaw1P6mS8yr0ut5jTx9UXoF_a)

**Clinical Examination and Procedural skills**

**You must have evidence of the 5 mandatory intimate skills and a range of CEPs relevant to General Practice. This will be reviewed at your ARCP and an unsatisfactory outcome given if these are not present. The grade of the observer for mandatory CEPS must be GP, Consultant, SAS, ST4 or above.**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **DOPS or CEPS or LL evidence** | **Date recorded** | **Grade of observer** |
| **Rectal examination** |  |  |  |
| **Prostate examination** |  |  |  |
| **Male genital examination** |  |  |  |
| **Female genital examination** |  |  |  |
| **Breast examination** |  |  |  |

**Child Safeguarding**

You must clearly record the evidence for level 3 training by using a learning log entry entitled “Safeguarding Children”. There must be evidence of both theoretical knowledge (certificate from course attendance or e-module) and practical learning e.g. case involvement/discussion (CBD or reflective learning log entry).

|  |  |  |
| --- | --- | --- |
|  | **Date of LL entry detailing Course/e-module certificate uploaded etc** | **Date and type of evidence of practical involvement** |
| **Theoretical knowledge** |  |  |
| **Practical involvement** |  |  |

**CRP including AED certificate**

The e-Portfolio must include certificated evidence of current CPR and AED training. This certificate must be valid beyond the final date of training. Your certificate must be uploaded in your learning log under course/certificates.

|  |  |
| --- | --- |
| **Date of learning log with uploaded certificate** |  |

**Confirm that you have evidenced in your learning log the requirements for SEA and Audit/Quality improvement activity as detailed in the Guidance Document above (insert dates)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Audit/QIA** |  | **SEA** |  |

**Summary of OOH Completion**

You should include a summary detailing completion or planned completion of OOH requirements.

|  |  |
| --- | --- |
| **Date of Summary learning log entry detailing completion of OOH sessions** |  |

**Confirm the date of completion of the following declarations**

|  |  |  |  |
| --- | --- | --- | --- |
| **SOAR declaration** |  | **Absence Declaration** |  |

**MSF: Please ensure you have met the RCGP requirements as regards MSF respondents while in GPST3.**