**ARCP Resident Doctor Webinar: 3rd April 2025**

**Q&A and useful information**

**ARCP**

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| **Questions**  | **Answers** |
| When are the ARCP dates for trainees that started their training programme in February? | Either late 2025 or more likely very early in 2026. Dates will be sent 6 months in advance and updated on the Deanery website.NES use the Gold Guide that underpins all our processes, and this is a nationally agreed across the whole of the UK. The document provides guidance on how postgraduate training should work and what the Gold Guide says is there should be an ARCP every 15 months, or sooner. |
| With an increasing move to LTFT, ARCP's are increasingly out of sync from a traditional academic year. Some colleges allow for "early ARCP" as the curricula are competency based but this is a very opaque process. What is the process and what scope is there for more asynchronous competency based ARCP panels? | The competence-based curricula and when can you potentially bring forward your CCT date can be found on the Scotland Deanery [Acceleration of CCT date - Scotland Deanery](https://www.scotlanddeanery.nhs.scot/trainee-information/acceleration-of-cct-date/).There are some rules and regulations around this which are consistent across all Four Nations.  |
| It is mandatory to record all meetings with your ES and CS in the portfolio? | No, it's not mandatory to keep a written record, but it's often good practise to keep a note. It should be a mutually agreed note. It’s a summary note that is helpful to both groups, if there's important things that have been discussed and agreed - It acts as an aid memoir to both parties. |
| For trainees who joined training through ST3, do they need to demonstrate all competencies needed from ST1 till ST3 or just competencies required in ST3? | If you are appointed at ST3, you will have provided evidence in the application process that you've done everything you need to in ST1 and ST2. Therefore, you don't have to prove your competence as a ST1 and ST2 but, what you do need to do is to continue to demonstrate your professional capabilities as set down by the college ARCP decision aid. Listen to the great advice that you'll get from your Educational Supervisor and your Training Programme Director just so you are continuing to maintain all the competencies and provide all the evidence that you will need to, to proceed further in your training. |
| What are some of the common things/easy things to miss and fix that cause trainees to have unfavourable outcomes?  | The commonest issue is incomplete evidence. So, working throughout the year to fill your portfolio and giving supervisors plenty of time to provide feedback and reports. Please complete your SOAR declaration and your absence declaration. If they are not completed on time, it will lead to an outcome 5. |
| How does an ARCP timeline change for LTFT trainees?  | They still tend to be scheduled roughly annually but obviously with a proportionate expectation of competence progression reflective of the LTFT % worked.  |
| Is it only possible to accelerate ARCP for a final ARCP and CCT and not for other junctional ARCP dates? (transition from ST3-ST4 in some specialties for example?)Or is it possible to delay ARCPs for trainees that know they have not yet met requirements (exam failure or logbook numbers that are shy for example?)  | The ARCP panel will consider possible changes in stage of training based on evidence of progression at any point. ARCP can't be delayed more than 15 months apart. If competencies haven't been attained, then the panel is likely to consider giving additional time via a developmental outcome.  |
| Who determines the curricular and portfolio requirements? Is it the Royal Colleges as opposed to NES? | The curricula and the portfolio requirements, come from your colleges. It's the experts within your own specialty that set those, and NES assess against them. |

**eLearning**

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| **Questions**  | **Answers** |
| Is there a way to find out if we have some things outstanding for mandatory eLearning? Or a person we can contact to find out about it? | This is prompted by the Health Boards, because it's mandatory. In NES, we use Turas Learn to access our mandatory training. When logged in you can see your eLearning record, what has been completed and what is due to expire. At induction, your Health Board should have sign posted you to the learning platform they use.If it's ARCP eLearning, the ARCP decision aids and your curriculum coverage as well as your Training Programme Director would be a good point of call, or Educational Supervisor, to discuss what your needs are.General Practice use FourteenFish for their eLearning. |

**Useful Information**

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| **Topic** | **Link** |
| ARCP – Trainee Information | [Annual Review of Competence Progression (ARCP) | Scotland Deanery](https://www.scotlanddeanery.nhs.scot/trainee-information/annual-review-of-competence-progression-arcp/) |
| Approaching the ARCP | [Red Whale | Approaching the ARCP](https://scottish-my.sharepoint.com/personal/nitin_gambhir_nes_scot_nhs_uk/Documents/Microsoft%20Teams%20Chat%20Files/Red%20Whale%20_%20Approaching%20the%20ARCP.pdf) |
| ARCP Tips for Success | [ARCP Tips for success.pptx](https://scottish-my.sharepoint.com/%3Ap%3A/g/personal/nitin_gambhir_nes_scot_nhs_uk/ETINm0nvV9pIlef9jFNRq1ABTRCQbmRF1feEGUBX7dTiWA?e=HSMB1Z) |
| Gold Guide – 10th Edition | [Gold Guide - 10th Edition - Conference Of Postgraduate Medical Deans](https://www.copmed.org.uk/publications/gold-guide/gold-guide-10th-edition) |
| NES Trainee and Wellbeing Service (TDWS) | [Trainee Development and Wellbeing Service](https://www.scotlanddeanery.nhs.scot/trainee-development-and-wellbeing-service/) |

**ARCP – Do’s and Don’ts**

**Do**

* Read 8-week notification from Scotland Deanery email asking for SOAR and absence declarations. This is sent to the email address that you have registered on TURAS
* Remember to share 8-week email with ES
* Remember the SOAR and absence declarations
* Read Royal College requirements for ARCP for relevant training year
* If asked to upload checklist, please do this – it is also a checking mechanism to ensure you have uploaded evidence
* Plan ESR for ARCP with ES well in advance and prepare all ARCP evidence prior to this
* Seek guidance from ES or TPD if unsure of requirements
* Review Scotland Deanery ARCP page and if GP look at specific GP ARCP pages

**Don’t**

* Ignore portfolio work – the requirement to do this won’t disappear
* Forget to seek help if unsure of requirements or falling behind with what is required for ARCP - speak to ES or TPD
* Worry if get O2 or O3 as this is developmental, not adverse, outcomes and highlight the need for support
* Worry if get an O5 – not a failure, just highlighting missing evidence but can be avoided if checklist is used