

## 2016-17 Suggested TeP Checklist for ESR (Trainees and Trainers)

| Item (area of e portfolio to review)                                                                                                | Written comments (have you commented on each of these?) | Quality control<br>(a way to evaluate on individual areas and globally) |                          |
|-------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|-------------------------------------------------------------------------|--------------------------|
| <b>Not necessarily comprehensive</b>                                                                                                |                                                         | <b>NFD</b>                                                              | <b>A</b>                 |
| Heather Peacock SE Scotland Deanery (Adapted from an idea by Dr J Foulkes and Steve Scott (NESC Wessex Deanery))                    |                                                         |                                                                         |                          |
| Assessments (correct minimum)                                                                                                       | <input type="checkbox"/>                                | <input type="checkbox"/>                                                | <input type="checkbox"/> |
| COTs                                                                                                                                | <input type="checkbox"/>                                | <input type="checkbox"/>                                                | <input type="checkbox"/> |
| Mini_CeX                                                                                                                            | <input type="checkbox"/>                                | <input type="checkbox"/>                                                | <input type="checkbox"/> |
| CBDs                                                                                                                                | <input type="checkbox"/>                                | <input type="checkbox"/>                                                | <input type="checkbox"/> |
| CSR (one for each hospital post)                                                                                                    | <input type="checkbox"/>                                | <input type="checkbox"/>                                                | <input type="checkbox"/> |
| MSF (released to trainee) x 2 cycles in ST1 and ST3                                                                                 | <input type="checkbox"/>                                | <input type="checkbox"/>                                                | <input type="checkbox"/> |
| PSQ (released to trainee) x 1cycle in ST1 and ST3                                                                                   | <input type="checkbox"/>                                | <input type="checkbox"/>                                                | <input type="checkbox"/> |
| Trainee self-rating (updated each 6 months) & submitted                                                                             | <input type="checkbox"/>                                | <input type="checkbox"/>                                                | <input type="checkbox"/> |
| Professional competences (ES rating updated)                                                                                        | <input type="checkbox"/>                                | <input type="checkbox"/>                                                | <input type="checkbox"/> |
| Curriculum coverage                                                                                                                 | <input type="checkbox"/>                                | <input type="checkbox"/>                                                | <input type="checkbox"/> |
| CEPS (including intimate examinations)                                                                                              | <input type="checkbox"/>                                | <input type="checkbox"/>                                                | <input type="checkbox"/> |
| Learning log entries (see reflective criteria)                                                                                      | <input type="checkbox"/>                                | <input type="checkbox"/>                                                | <input type="checkbox"/> |
| Audit                                                                                                                               | <input type="checkbox"/>                                | <input type="checkbox"/>                                                | <input type="checkbox"/> |
| Significant event analysis (regular activity)                                                                                       | <input type="checkbox"/>                                | <input type="checkbox"/>                                                | <input type="checkbox"/> |
| PDP                                                                                                                                 | <input type="checkbox"/>                                | <input type="checkbox"/>                                                | <input type="checkbox"/> |
| Quality of evidence provided                                                                                                        | <input type="checkbox"/>                                | <input type="checkbox"/>                                                | <input type="checkbox"/> |
| ES recommendation (S, POR, US)                                                                                                      | <input type="checkbox"/>                                | <input type="checkbox"/>                                                | <input type="checkbox"/> |
| Previous ARCP Documentation and feedback                                                                                            | <input type="checkbox"/>                                | <input type="checkbox"/>                                                | <input type="checkbox"/> |
| Feedback                                                                                                                            | <input type="checkbox"/>                                | <input type="checkbox"/>                                                | <input type="checkbox"/> |
| Agreed learning plan                                                                                                                | <input type="checkbox"/>                                | <input type="checkbox"/>                                                | <input type="checkbox"/> |
| CPR & AED (final review)                                                                                                            | <input type="checkbox"/>                                | <input type="checkbox"/>                                                | <input type="checkbox"/> |
| OOH (ST1 36 hours – each entry to summarize experience; ST3 72 hours – each entry to summarize experience)<br>Final review tick box | <input type="checkbox"/>                                | <input type="checkbox"/>                                                | <input type="checkbox"/> |
| RCGP Educational agreement signed (1 <sup>st</sup> review)                                                                          | <input type="checkbox"/>                                | <input type="checkbox"/>                                                | <input type="checkbox"/> |
| SOAR Probity & Health statements signed (May each year)                                                                             | <input type="checkbox"/>                                | <input type="checkbox"/>                                                | <input type="checkbox"/> |
| Child Protection/Safeguarding evidence to Level 3 (final ESR tick box)                                                              | <input type="checkbox"/>                                | <input type="checkbox"/>                                                | <input type="checkbox"/> |
| RCGP AKT (final review)                                                                                                             | <input type="checkbox"/>                                | <input type="checkbox"/>                                                | <input type="checkbox"/> |
| RCGP CSA (final review)                                                                                                             | <input type="checkbox"/>                                | <input type="checkbox"/>                                                | <input type="checkbox"/> |
| Completed ESR (see RCGP criteria)                                                                                                   | <input type="checkbox"/>                                | <input type="checkbox"/>                                                | <input type="checkbox"/> |

## Possible ESR Outcomes

| ES Outcome guidance                                                                            | Satisfactory | Panel Opinion request | Unsatisfactory |
|------------------------------------------------------------------------------------------------|--------------|-----------------------|----------------|
| Missing time i.e. sick time                                                                    |              | ✓                     |                |
| Unsatisfactory or missing CSR                                                                  |              |                       | ✓              |
| Concerns about learning e.g. lack of engagement with e-portfolio or unsatisfactory assessments |              |                       | ✓              |
| Missing evidence e.g. lack of log entries, no pdp, no self-ratings (see list above)            |              | ✓                     |                |
| Concerns about professionalism or probity                                                      |              | ✓                     |                |
| None of the above                                                                              | ✓            |                       |                |