

---

## **Update on ePortfolio – some principles without the detail**

In the summer of 2013, there will be a major upgrade to the RCGP Trainee ePortfolio (TeP). The software has been rewritten in a more up to date computer language to improve functionality and also allow easier upgrades in the future.

Also, there is long-term aim to bring the RCGP Revalidation ePortfolio (ReP) and the TeP closer together in looks and functionality so the new version of the TeP will start to look more the ReP.

There are no screen shots available at present so I am unable to show you what it will look like and the full specification of the revised TeP is not being publicly released for a while so I do not know the full details but I am aware of some of the broad principles involved in the TeP revision.

### **Appraisal and Revalidation**

As from April 2013, all GP Trainees will have an annual appraisal and if either;

- a) It is more than 5 years after the trainee's first full GMC Registration date (commonly the end of the F1 phase), or
- b) The trainee has satisfactorily completed their GP Training

the trainee will be undergo the revalidation process too. If successful they will receive from the GMC a licence to practise for another 5 years. If Revalidation is at the end of training the license to practice will be as an independent GP and the trainee's name will appear on the specialty list of GPs held by the GMC.

The Trainee's Appraisal is in effect two parts:

- a) The Educational Supervisor report (ESR)  
and
- b) The Deanery ARCP panel review

### **Educational Supervisor Report**

1. The trainee will be required to write "self-rating" statements (SRS) as part of their regular 6 monthly educational supervisor reviews. Their statements form an essential part of the ESR and without their SRS, the ESR cannot be written.
2. The trainees must rate themselves using the same rating scale as in the TeP at present, namely NFD (Needs further development), Competent or Excellent. NFD is further subdivided into below, meets and above expectation. Whatever rating they chose must be justifiable and they will

need to cite 3 bits of evidence from within their ePortfolio to support their own rating. This evidence should be a mixture of Assessment results, Validated Learning Log entries, MSF, PSQ etc. It should not just be one type of evidence. A good mix is best.

---

The SRS should be reflective and also include the trainee's action points for future development; what do they think they need to do in the next 6 months.

3. Whereas in the existing TeP, the ES writes their own Competence Ratings of their trainees independently, the ES will now write a rating based on the SRS of the trainee. If the ES thinks that the SRS is absolutely perfect then they can say so and just agree with everything. However this is unlikely and the ES may well want to write their own commentary and cite different evidence (up to a maximum of 3 different items) especially if the trainee:
  - a. Is over confident, rates themselves too highly (e.g. an ST1 rating themselves as "Competent" [meaning Competent for Licensing])
  - b. Is under confident and rates themselves too low
  - c. Writes non reflective statements of a poor standard
  - d. Cites inappropriate evidence which does not justify their own rating

It is hoped that the majority of trainees who are motivated and organised will in effect do the work for the ES but some trainees will struggle with this new concept.

4. The action statements that are written and appear at the bottom of each competence rating statement (and agreed between the trainee and ES) will form the basis of the PDP for the trainee's next 6 months and there will be an automatic transfer of these action points into the PDP (*I'm not sure of the exact details and I think the ES can chose whether to accept all 12 action points or just a few*). This will improve PDP use and make it more relevant.

The trainee as appropriate can insert other SMART PDP entries and it is hoped that the trainee will see that the PDP is not an item in isolation but an integral part of professional development, with the ESR (like Annual Appraisal for post CCT GPs) providing much of the identified learning needs.

### **Appraisal and ARCP Panel review**

1. In view of the introduction of trainee appraisal (ST1, 2 and 3), the ES must not only review the trainee's evidence in the previous 6 months but also stimulate a discussion during the meeting to identify and prioritise the trainee's future professional developmental needs. Putting in phrases such as "Continue the good work" or "At the end of training " will not be appropriate. Even good trainees (like good established GPs in independent practice) and trainees at the end of the ST3 phase of training will have developmental needs that must be written down by the ES in the ESR.

2. The trainee as part of their Appraisal process will need to sign a probity statement and fill out an "Extended Form R" (Annual Registration form for the Deanery) that they must complete, sign and send back to the Deanery before their Deanery ARCP Panel review.
3. Two new questions have been added to the bottom of the ESR (and Clinical Supervisor's report [CSR]), namely
  - a) Are you aware if this trainee has been involved in any conduct, capability or Serious Untoward Incident/Significant Event Investigation or named in any complaint? Answer YES/NO
  - b) If yes, are you aware if it has/these have been resolved satisfactorily with no unresolved concerns about this trainee's fitness to practice or conduct? Answer YES/NO

If there are any outstanding concerns, the ES is asked to expand on the details in a text box provided.

4. The PCT (or whichever body in the future will hold the Medical Performers list) will be requested by the Deanery to provide an "Exit Report". This is a report which the holders of the Medical Performers list (or whatever its equivalent may be called in the future) will produce each year which will list any information that they may have about major professional shortcomings/disciplinary procedures on the part of GP Trainees
5. All trainees are registered in the Medical Performers' List of their area. Therefore, if the trainee acts unprofessionally and there is a major cause for concern with regards to patient safety etc., not only must the Deanery be informed but the holders of the Medical Performers List must be informed too as any disciplinary action may result in the trainee having their name removed from the performers' list.
6. The Deanery ARCP Panel will use the ESR, the trainee's Extended Form R and any information from the PCT in the Exit Report to decide on whether the trainee has satisfactorily passed through the Appraisal Process. If there is any doubt, the trainee will be referred to the trainee's Responsible Officer (RO) in this Deanery, Dr Simon Plint, Postgraduate Dean for Wessex.

## Summary

These are some of the main principles being introduced into the TeP this summer. I do not know the exact details and please do not hold me to the accuracy of this information but I hope this short paper will help GP Trainers when the changes are introduced.

Dr J Foulkes  
Associate GP Dean, Wessex Deanery  
February 2013