What every trainee needs to know

1. What's the system & how does it work?
   - Attendance at HDR or equivalent GP-relevant education sessions (which link to the GP curriculum & assessments) is a compulsory part of my training.
   - I will try to ensure 80% attendance.
   - I will try to get there on time.
   - The learning opportunities delivered by my posts, my teachers, HDR and courses, are regularly monitored via the feedback I give to my C.S and E.S, and P.D.
   - Most learning opportunities will be mindful of the GP curriculum.

2. What is expected of me?
   - I am responsible for recording my progress in assessments & logging my learning experiences in a timely manner.
   - I am aware that different people (e.g. CS, ES, PD, Deanery, RCGP) can access different levels of my portfolio.
   - www.nhsportfolios.org:8080/
   - If I don’t fill my e-portfolio in a timely manner, I understand this could prevent me from successfully completing my training.
   - I can feed back positive info about my experience, and similarly address any concerns by speaking with the PD, or my E.S.

3. How am I doing?
   - Progress in my assessments is fed back via e-portfolio and E.S meetings.
   - My HDR sessions are a forum to cross-fertilise ideas with colleagues and form study groups.
   - Regular useful feedback from my C.S, relating to the assessments, but also to my general performance day-to-day.
   - Validated eLearning - often useful to map my performance to my peers.
   - I can talk to my Programme Director, or contact them via e-mail with any concerns.
   - Any concerns should be flagged up EARLY.

WEBSITES TO LOOK AT REGULARLY
- RCGP: www.rcgp.org.uk (e.g nMRCGP, GP curriculum, cert)
- PMETB: www.pmetb.org.uk (e.g certification)
- MMC: www.mmc.nhs.uk (e.g gold guide)
- Yorkshire Deanery: www.yorkshiredeanery.com (local stuff)

KEY
- ARCP = Annual Review of Competency Progression
- CBd = Case based Discussion
- COT = Consultation Observation Tool
- CS = Clinical Supervisor
- CSA = Clinical Skills Assessment
- DOPs = Directly Observed Procedures
- ES = Educational Supervisor
- GPSR = GP Trainee
- Mini CEX = Mini Clinical Evaluation Examination
- MSF = Multi Source Feedback
- PD = programme director (course organisers)
- PSQ = Patient Satisfaction Questionnaire
- WPBA = Work Place Based Assessment

ASSESSMENTS
Every 6 months, (for last 1y of training) need to have done:
3 x COT or mini-CEx (COT if any post is in GP e.g 4th post)
3 x CBd
1 x MSF (ST1 only)
and some DOPs (hospital posts only)
/+ 1 x PSQ
A Clinical Supervisor's Report (hospital posts only)

Every 6 months, (for first 2y of training) need to have done:
6 x COT
6 x CBd
1 x MSF
/+ 1 x PSQ

I will probably have a face to face ARCP panel (Annual Review of Competency Progression)

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