*** Thames Valley Office***

 ***School of Emergency Medicine***

**Emergency Medicine ST4 ARCP Checklist *2019 - 2020***

Trainee Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ NTN: \_\_\_\_\_\_­­­­­­­­­\_\_\_\_\_\_\_

**Extended Supervised Learning Events (ESLE)**

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| Three to be completed sampling activity in all areas of the ED and must include the resuscitation roomThe first within 3 months of starting ST4 and the second within 6 months.The educational supervisor will conduct the first and at least one other consultant or equivalent will conduct another |
| Name of assessor | Date |
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**HST Paediatrics**

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| Assessment in 3 complex paediatric Major or Acute presentation covered by Mini-CEX or CBD (one of which must be a mini-CEX within the first three months) by a consultant or equivalent |
|   | Date | Assessor's name |
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**Curriculum topics**

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| Higher Major Presentations (HMP) 1-5Higher Acute Presentations (HAP) 1-36Paediatric Major Presentations (PMP) 2, 3, 4, 5, 6Paediatric Acute Presentations (PAP) 1, 2, 4, 7, 9, 13, 15, 1627 curriculum presentations to be sampled in ST4. (All 54 curriculum presentations to be sampled in ST4 & 5.)Covered by completion of one or more of the following: ST3-6 MiniCEX / CBD, ESLE, teaching assessment, audit assessments, evidence of learning e.g. RCEM Learning modules, reflective entries in the e-portfolio with clear learning outcomes: FOAMed, teaching session, patient encounter etc. |
| Number  | Topic | Mode (e.g. CBD) | Date |  Assessor's name |
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**Ultrasound for ST4**

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|   | Date | Where filed in portfolio |
| 6 RCEM elearning modules |  |  |
| or Level one course |  |  |
| Log book started |  |  |
| Triggered assessments (if completed): |
|  | FAST |  |  |
| AAA |  |  |
| eLS |  |  |
| Vasc Access |  |  |

**General Checklist**

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| --- | --- | --- | --- |
| **Item** | **Requirement** | **Y / N** | **Record where filed in eportfolio** |
| **ARCP Checklist** | 1 per year, filed in eportfolio personal library |  | ST4 folder in personal library |
| **Structured training report** | Annually  |  |  |
| **Faculty Educational Governance Report** | Annually – within two months of ARCP |  |  |
| **Common Competences + non-technical skills** | Trainee and ES sign off - Level 4 descriptors in 50% (min 12) (Red and Blue manned) |  |  |
| **MSF**  | 1 per year- min 12 respondents including at least 2 consultants |  |  |
| **Safeguarding Children** | Holds valid Level 3 certificate |  |  |
| **Life support** | Holds valid ALS, ATLS, APLS/EPLS provider |  |  |
| **Examination** | Identified and researched topic for QIP. Initial draft reviewed by ES and recorded in STR. (QIP to be completed by the end of ST5) |  |  |
| FRCEM Critical appraisal taken (ideally passed) |  |  |
| **Management and leadership** | Completed minimum of 2 items in management portfolio with WPBA, reflection and report together with sign off against bench marking by supervisor or ES for each item |  |  |
| **Clinical governance activity** | Minimum of 1 x audit per year |  |  |
| **Attendance at regional teaching** | Evidence of 60% attendance |  |  |
| **Up to date GCP certificate** | Annually |  |  |
| **GMC Trainee survey** | Annually – upload confirmation code / email |  |  |
| **Time out of training** | Full declaration of all absences in portfolio |  |  |
| **Complaints, Critical Incidents & SIs** | Any involvement recorded in STR with actions taken and associated reflective summary available |  |  |
| **Form R** | Submitted to HEE TV annually |  |  |

**To be completed and signed by trainee**

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| --- | --- | --- | --- |
|  Trainee name | Trainee signature | Date: |  |
|  **ES to sign to confirm that the above items have been verified and the checklist reflects the current state of the portfolio** |
| ES signature |  | Date: |  |
| ES name (print) |  |
| Checklist complete | Yes / No |

File in eportfolio