*** Thames Valley Office***

***School of Emergency Medicine***

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

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

**Extended Supervised Learning Events (ESLE)**

|  |  |
| --- | --- |
| Three to be completed sampling activity in all areas of the ED and must include the resuscitation room  The 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 |
|  |  |
|  |  |
|  |  |

**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**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Higher Major Presentations (HMP) 1-5  Higher Acute Presentations (HAP) 1-36  Paediatric Major Presentations (PMP) 2, 3, 4, 5, 6  Paediatric Acute Presentations (PAP) 1, 2, 4, 7, 9, 13, 15, 16  27 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**

|  |  |  |  |
| --- | --- | --- | --- |
| **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