

Introduction to the eportfolio and the MRCGP

On behalf of HEE KSS
GP School



Developing people
for health and
healthcare

www.hee.nhs.uk

Registration

- You **MUST** register with the RCGP in order to obtain an ePortfolio
- Without an ePortfolio you will not be able to comply with the requirements of learning and assessment for your membership exam
- Information on all assessments and ePortfolio requirements are on the RCGP website
www.rcgp.org.uk

MRCGP – A Competency based qualification


- There are 13 capabilities which you need to demonstrate to a competent level by the end of your training
- A capability is the possession and development of knowledge, skills, attitude and experience for one to be able to effectively perform their role

MRCGP

The 13 capabilities are demonstrated through the eportfolio via:

- Workplace based assessments
- Completing the learning requirements within the eportfolio - learning log and PDP
- College led assessments (AKT & CSA)
- Having demonstrated Out of Hours Competencies
- Completed BLS and child safeguarding level 3


1. Workplace based assessments WPBA

- Case Based Discussions – CbD
 - Consultation exercises – miniCEX, COT and Audio-COT
 - Multisource feedbacks – MSF
 - Patient Satisfaction questionnaires – PSQ
 - Clinical Examination and Procedural Skills – CEPS
 - Clinical Supervisor reports – CSR
 - Educational Supervisor reviews – ESR
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WPBA - MINIMUM requirement in ST1 -1

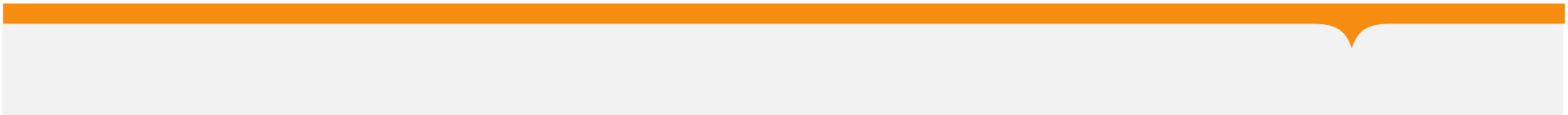
- 6 CbD - 2 per 4 month training post
- 6 consultation exercises - 2 per 4 month training post
- 2 MSF – Each MSF must have a **minimum of 5 replies** from clinical staff in a hospital post and a **minimum of 10 replies** if done in a GP post
- Each MSF needs to be completed within a 6 week time frame or it will NOT count
- 1 PSQ when in a GP post (may be ST1 or ST2)

How to complete assessments

- Refer to the RCGP guide on the ePortfolio
 - You generate a ticket code from your ePortfolio to give to your assessor for the assessment to be added into your ePortfolio – sounds complicated but isn't too difficult
 - It is your responsibility to ensure the assessments are complete not for your supervisor to chase you!
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2. Learning requirements within the ePortfolio

- The learning log contains your record of your experiences, thoughts, feelings and reflections
- Includes clinical encounters, professional conversations, teaching etc
- Used as additional evidence to support your understanding of the GP curriculum and to demonstrate your competency progression



Learning log requirements –Clinical Examination and Procedural Skills

- Include any completed CEPS in your log
- At the end of each training year your supervisor has to comment on your ability to examine and perform procedural skills
- It is mandatory to include intimate examinations, i.e. breast, prostate, rectum, male and female genital examinations. These can be observed and then ask your assessor to complete an assessment form

3. Minimum requirements for the learning log

- One significant event analysis per 4 month post
- Pre-placement planning meeting with your clinical supervisor
- All Out of Hours and the number of hours done – good practice to include a rolling log of total hours completed in each entry
- Active involvement in audit /Quality Improvement during training and you own audit /project during ST3 year

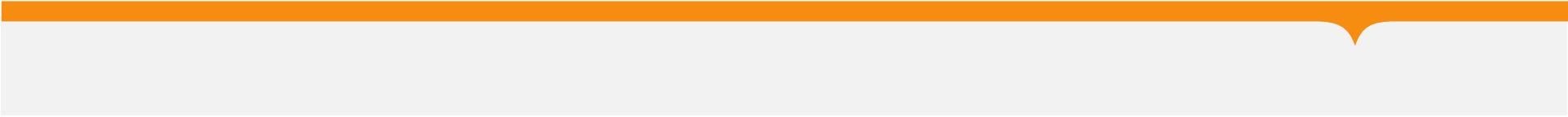
Minimum requirement for learning log

- Must include safeguarding children to level 2 in ST1/2 and level 3 in ST3
- For this to be updated annually
- Must complete GMC survey annually and log this as complete
- CPR/ BLS certificate in date
- In ST3 – also need documented evidence of a leadership activity

Learning log guidance

- Please ensure all log entries remain anonymous for both identifiable people and places
- Write entries in a professional manner
- Log entries are read by your supervisor, annually by an Annual Review of Competency Progression panel and where necessary or legally required by others.
- If you have any concerns about writing a log entry then discuss this with your supervisor first

PDP –Personal Development Plan

- In ST1 and ST2 aim to generate a PDP entry for each placement
 - Consider your previous experience (lack of experience), your personal interests and your awareness of your future role as a GP when writing your PDP
 - Consider opportunities your placement may offer you and learning opportunities that might be difficult to access once the placement is complete
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PDP

- Make the entries SMART:
Specific, Measurable, Attainable, Realistic and Time-sensitive
- Review and close off the PDP entries when learning achieved
- You will also generate PDP entries prior to your ES review which your ES will discuss with you
- Your learning log and PDP is looked at by the faculty at 6 months into each year and by the GP School at the end of each training year

4. College led assessments

- Clinical Skills Assessment – CSA – Simulated surgery
- Applied Knowledge Test (AKT) – Multiple choice questions
- The CSA can only be taken in ST3
- The AKT can be taken from ST2 onwards

Educational Supervisor (ES)


reviews (2 /year)



Health Education England

- Educational Supervisors reviews are held twice a year
- It is up to you to contact your ES to set a time for these to be done
- There are a deadlines for when the reviews must be completed
- Before every ES review you **MUST** complete a self assessment (rating and comments) of each of the 13 capabilities documented in your eportfolio
- You need to write a minimum of 1-3 PDP entries for each review

Educational Supervisor (ES) reviews

- Your ES will then, with you present, make his/her ratings and comments on each capability area
 - Your curriculum coverage, learning log, CEPS and PDP are also commented on by your ES in the review
 - A judgement is then made on your competency progression – the aim is to show progression throughout the training programme
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Annual Review of Competency Progression

- Annually, your ESR is looked at by Health Education England KSS and:
 - If your assessments, reviews, learning logs, PDP are all satisfactory you will be approved to move to the next year of training or are signed off at the end of ST3
 - If your ePortfolio is found to be unsatisfactory you will be invited to interview and this may affect your training progression



Annual Requirements – Form R

- You will have already completed a Form R prior to joining the training scheme
- Prior to every ARCP you have to resubmit the Form R, declaring any significant untoward events, complaints or days of absence
- ‘Significant’ means unresolved by local processes – and includes open coroners cases
- Your Annual review cannot occur without the Form R and you will be marked as unsatisfactory if this is not received by HEE

In conclusion

- Enjoy your training programme
- Remember to keep your ePortfolio up to date, to complete your assessments and reviews on time
- You're an adult learner – you are responsible for providing the evidence you need
- Your chances of getting your MRCGP are then hugely increased
- Good Luck