**ARCP 2020 Requirements – Level 1 Trainees**

**RCPCH Assessments – comparing normal requirements with minimum requirements in light of Covid-19 pandemic.**

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|  | **LEVEL 1**  **“Normal Requirements”** | | | **COVID-19 minimum evidence requirements**  **(if different)** | **🗹** |
|  | **ST1** | **ST2** | **ST3** | **Level 1 (ST1-3)** |  |
|  | **Supervised Learning Event (SLE)** | | |  |  |
| **Mini CEX and CBD** | No requirement for a minimum total. Aim for quality not just quantity. Useful SLEs will challenge, act as a stimulus and mechanism for reflection, uncover learning needs and provide an opportunity for developmental feedback. | | |  |  |
| **ACAT (CEX/CbD)** | Optional | | |  |  |
| **HAT (CEX)** | 1 | | | Minimum 1 Handover Assessment Tool (HAT) by end of ST3 |  |
| **LEADER (CbD)** | Optional | | |  |  |
| **Safeguarding CbD** | 1 | 1 | 1 | Safeguarding CBD minimum 2 per training level |  |
| **DOC** | Optional | | |  |  |
|  | **Assessment of Performance (AoP)** | | |  |  |
| **DOPS** | A minimum of 1 satisfactory AoP for the compulsory procedures  🞏Bag/mask ventilation 🞏Umbilical venous cannulation  🞏Peripheral venous cannulation 🞏Lumbar puncture  🞏Tracheal intubation (of newborn infants) | | | Minimum 1 satisfactory DOPS for compulsory procedures |  |
| **ePaed MSF** | 1 | 1 | 1 | 1x MSF during ST1  1x MSF during ST2 or ST3 |  |
|  | **Other Evidence required for ARCP** | | |  |  |
| **Evidence** | Life Support, Safeguarding | | | Valid life support evidence, APLS, NLS, EPALS or equivalent by end of ST3 |  |
|  | **MRCPCH Examinations** | | |  |  |
| **MRCPCH Written exams** | 1-2 CBT exams (desirable) | 2 out of 3 CBT exams (essential) | All 3 CBT exams (essential) | ST1-2 = none mandatory  ST3 = need all theory exams by end of ST3 |  |
| **MRCPCH Clinical Exam** |  |  | Essential | ST3 can progress without MRCPCH as long as ES report explicitly states suitability |  |
|  | **Trainer’s Report** | | |  |  |
| **Trainer’s Report** | 1 | 1 | 1 | Satisfactory Educational Supervisor report for each training year |  |

**Other Documentation Required for ARCP**

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|  | **“Normal Requirements”** | **COVID-19 minimum evidence requirements (if different)** | **🗹** |
| **Form R** | Completed and returned by 15th June |  |  |
| **Self-declaration form** |  | Self-declaration form completed in addition to Form R and returned to [formr.TV@hee.nhs.uk](mailto:formr.TV@hee.nhs.uk) |  |
| **Whole scope of practice form** | The paper-based ‘Whole scope of practice form’ (formerly known as the Wider scope of practice.) To be completed if you have declared any additional work outside of your training programme. The content of this form must be approved and signed by your ES. The form can be returned on paper or as a scanned document by email. |  |  |
| **Time out of training and absence** | Ensure absence or time out of programme is logged – eg OOPC, maternity or sick leave etc. |  |  |
| **ePortfolio Organisation** | Ensure all your hospital posts, with correct dates are recorded on the eportfolio – otherwise it will create an incorrect ARCP form. **Check this before you start you Clinical Supervisor and Educational Supervisor reports. (Add Training Post)** |  |  |
|  | Folder Labelled “**June 2020 ARCP”** in documents area of eportfolio – to include all key ARCP documents to be reviewed |  |  |
|  |  |  |  |
| **Educational Supervision** | Induction Meeting and PDP – with clear, appropriate objectives (SMART) |  |  |
|  | (Mid-term) |  |  |
|  | ES Trainer’s Report to be completed AFTER MSF and OTHER SUPERVISOR reports. Provide ES with dates and evidence of your mandatory courses eg APLS/NLS/Safeguarding | **COVID-19 specific Educational Supervision (ES) form** |  |
| **Clinical Supervision** | Induction Meeting for each post and PDP |  |  |
|  | Mid-term |  |  |
|  | CS Report for each post |  |  |
|  | **“Normal Requirements”** | **COVID-19 minimum evidence requirements (if different)** | **🗹** |
| **CV** | Up to date CV – in ARCP folder |  |  |
| **CCT calculator** | In ARCP folder |  |  |
| **Mandatory Certificates** | Up to date certificates for  APLS and NLS or equivalent,  Safeguarding – clearly labelled in ARCP folder. | ALSG (APLS) – has extended deadline for recertification by 6 months:<https://www.alsg.org/home/course/view.php?id=321#section-1> |  |
|  |  |  |  |
| **ePortfolio and Curriculum** | Evidence of Completion of any requirements from last ARCP |  |  |
|  | Development log to show clinic attendance, procedures, resuscitation events etc |  |  |
|  | Anonymised reflection on any incidents or complaints mentioned on your form R |  |  |
|  | Evidence of linking to curriculum and using your Eportfolio to evidence learning, identify learning gaps and record experience |  |  |
|  | Record Teaching Attendance |  |  |
|  | Evidence of QIP or Audit at least one every 2 years |  |  |
|  |  |  |  |
| **If OOPR or OOPE** | An OOP Supervisor report |  |  |
|  | Annual ARCP OOP form |  |  |
|  |  |  |  |
| **If GRID trainee** | CSAC progression form |  |  |
|  |  |  |  |
| **If Academic Trainee** | Academic Trainee’s Progress report |  |  |

**ST3 middle grade suitability: compensatory evidence in absence of MRCPCH**

***(From RCPCH Supporting the COVID-19 response - managing annual review of competency progression (ARCP) for paediatrics training)***

To exit ST3, a trainee ordinarily needs to have demonstrated the evidence to meet the level 1 learning outcomes and key capabilities in the curriculum, plus the full MRCPCH exam.

For ARCPs affected by COVID-19, trainees can be allowed to progress to ST4 if the ARCP panel awards an outcome 10.1 when:

1. All MRCPCH computer-based (theory) exams are achieved but the clinical exam has not yet been achieved
2. Two MSFs have been completed during level 1 (ST1-ST3)
3. All curriculum capabilities for level 1 training have been demonstrated or, in the educational supervisor's report, have been observed in the workplace (see table below)
4. There is a satisfactory COVID educational supervisor report declaring trainee is safe to move onto the middle grade (ST4) level at next rotation
5. The trainee has not completed any required life support training (or their life support certification has expired) but was unable to attend or book on a course due to cancellations - see ALSG and RC (UK) statements on extension of deadlines for recertification: [**Advanced Life Support Group**](https://www.alsg.org/home/course/view.php?id=321#section-1) and [**Resuscitation Council**](https://www.resus.org.uk/media/statements/resuscitation-council-uk-statements-on-covid-19-coronavirus-cpr-and-resuscitation/covid-paediatrics/).

The COVID educational supervisor report and the ARCP 10.1 outcome need to describe the requirements for the trainee subsequently to obtain an ARCP outcome 1 (the RCPCH can provide guidance on this where needed).

Appropriate compensatory evidence for a trainee moving to ST4 without the full MRCPCH clinical exam would require the following learning outcomes and key capabilities to have been observed and deemed satisfactory by supervisors in the training post or posts during this training year (unless they have previously been demonstrated to an earlier ARCP). This observation and assessment must be by clinical supervisors who are appropriately trained and familiar with the Level 1 curriculum requirements.

| **Ward round: taking the lead in the acute (post-take) ward round** | |
| --- | --- |
| **Task and key capability** | **Found in learning outcome** |
| Bed/cot-side clinical assessment and management plan formulations | Level 1: Learning outcome 4 |
| Communication with team and family/ carer | Level 1: Learning outcome 2 |
| Organising team with appropriate task prioritisation arising from ward round decisions | Level 1: Learning outcome 6 |
| Documentation including admission and discharge and letters to family and/ or GP | Level 1: Learning outcome 2 |

| **Managing term infant in neonatal medicine** | |
| --- | --- |
| **Task and key capability** | **Found in learning outcome** |
| resuscitation at birth | Level 1: Learning outcome 3 |
| identifying infants requiring specific investigations or monitoring (risk of sepsis, hypoglycaemia, drug withdrawal, etc.) | Level 1: Learning outcome 4 |
| postnatal new-born examination and review | Level 1: Learning outcome 4 |
| identifying, investigating and managing infants requiring neonatal unit admissions | Level 1: Learning outcome 6 |

| **Managing preterm infants in neonatal intensive care** | |
| --- | --- |
| **Task and key capability** | **Found in learning outcome** |
| stabilising the infant following preterm delivery | Level 1: Learning outcome 3 |
| investigating and initially managing infants, who are acutely unwell (eg, septicaemia, acute respiratory deterioration, neurological dysfunction) | Level 1: Learning outcome 4 |
| planning and directing care for infants with high dependency or special care dependency requirements | Level 1: Learning outcome 6 |

In principle, trainees with full MRCPCH, MSF for each training year and satisfactory educational supervisor report should be awarded and ARCP outcome 1.

**Clear criteria for non-progression**

* All ST3 trainees being awarded ARCP 10.1 will be allowed to progress to ST4 (level 2 training)
* Those who are unable to satisfy the items 1-5 above would be awarded an outcome 3 if the missing learning and assessment requirements were not affected by COVID-19
* If, following a previous unsatisfactory ARCP outcome, trainees are unable to meet a targeted objective due to COVID-19, the ARCP panel should award an outcome 10.2 (supplementary code C5)

**References/Further Reading**

RCPCH Assessment Guide

<https://www.rcpch.ac.uk/resources/assessment-guide#our-assessments>

RCPCH Supporting the COVID-19 response - managing annual review of competency progression (ARCP) for paediatrics training

<https://www.rcpch.ac.uk/resources/supporting-covid-19-response-managing-annual-review-competency-progression-arcp>

HEE Supporting the COVID-19 Response: Management of Annual Review of Competency Progression (ARCP) <https://healtheducationengland.sharepoint.com/:b:/g/Comms/Digital/ETRVEXEEy8FHoipBsKUp-QIBf1Hbl1XzXjkX3nna5oCYDA?e=ncdiEl>