

Letter from RCGP the East Midlands Healthcare Workforce Deanery

17 July 2007

Dear Director

I am writing to explain the method for documenting training that will be in place from this August.

As you are aware, trainees who enter ST1 from August 2007 will use the ePortfolio to document their training. An ARCP form will be completed at the end of every year to confirm satisfactory progression through that Specialty Training year.

Trainees who are entering ST2 or ST3 from August 2007 will have completed some training prior to gaining access to the ePortfolio. Therefore, **training posts which were started before 1st August 2007 should be documented using VTR forms.** Training posts which begin on or after 1st August 2007 should be documented using ARCP forms. If a training post was begun before 1st August but completed after (eg a post that ran from April to October) it should be documented using a VTR form. This means that doctors entering ST2 or ST3 this August will document their training using a combination of VTR forms and ARCP forms.

The exception to this are trainees who have less than 12 months still to complete as at 1st August 2007 and who will not be undertaking Workplace Based Assessment. Doctors in this position will not need to access the ePortfolio and should document all of their training using VTR forms.

These processes are consistent with the Gold Guide and have been approved by the RCGP's Assessment Committee and by COGPED.

I hope this information is helpful. Please contact me if you have any further questions.

Yours sincerely

Fiona Erasmus
Head of Professional Standards
RCGP
2nd Floor
31 Southampton Row
London
WC1B 5HJ

Tel: 020 317 08243
Fax: 020 317 08232

Please note our new address and telephone numbers.