

LNR and Trent Foundation Schools, F1 Sign Off: 2019 Entrants ARCP Panel Checklist

Foundation Doctor Name: Hospital Name:	Evidence (Y/N)	If no, what evidence is missing?	2nd ARCP (if required) Evidence (Y/N)
Provisional registration and a licence to practise with the GMC To undertake the first year of the Foundation Programme doctors must be provisionally registered with the GMC and hold a licence to practise.			
Completion of 12 months F1 Training The maximum permitted absence from training, not including annual leave, during the F1 year is 20 working days.			
Completion of educational supervisor initial meetings Required for all three rotations.			
Satisfactory educational supervisor's end of year report To include confirmation that the F1 doctor has satisfactorily completed the F1 outcomes against 20 Foundation Professional Capabilities with ES having rated the 4 sections as 'fully met'.			
Satisfactory educational supervisor's end of placement reports Required for the first and second rotations only.			
Satisfactory clinical supervisor's end of placement reports Required for all three rotations.			
Satisfactory completion of the required number of assessments <ul style="list-style-type: none"> • 2 Team Assessment of Behaviour (TAB) rounds. • All 15 GMC mandated Core Procedures. 			
A valid Immediate Life Support (or equivalent) certificate If the certificate has expired, it may be appropriate to accept evidence that the doctor has booked to attend a refresher course.			
Evidence of completion of Prescribing Safety Assessment (PSA) Certificate must be dated within 2 years of start of F1 training.			
Evidence of participation in all foundation school end of placement surveys and the national GMC trainee survey			
Completion of the required number of Supervised Learning Events <ul style="list-style-type: none"> • Minimum of 9 direct observation of doctor/patient interactions (i.e. Mini-CEX or DOPS), at least 6 must be Mini-CEX • Minimum of 6 Case-Based Discussions • Minimum of 1 Developing the Clinical Teacher. 			
Attendance record at foundation generic hospital teaching sessions The acceptable attendance record is a minimum of 30 hours of delivered training.			

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Continuous Professional Development Evidence of 30 hours CPD in line with the Guidance for Continuing Professional Development in the LNR and Trent Foundation Schools			
Satisfactory completion of the F1 generic foundation skills programme <ul style="list-style-type: none"> F1 Acute Simulation Training day End of Life Care Training Careers Training Day 			
Completion of the E-learning for Health package 'Doctors in Training Induction': 01_01 Safe Prescribing and VTE Scenario 01_02 Blood Transfusion and Consent Scenario 01_03 Mental Capacity Act and Death Certification Scenario			
Signed probity and health declarations on the ePortfolio system			
ARCP Panel satisfied there are no outstanding probity concerns including outstanding course cancellation fees			
Signed Form R on the ePortfolio system			

1st ARCP OUTCOME			
ARCP Chair Signature		Date	
ARCP Chair Name (PLEASE PRINT)			

2nd ARCP OUTCOME (if required)			
ARCP Chair Signature		Date	
ARCP Chair Name (PLEASE PRINT)			