

## ARCP 2025/26 Core Level - Portfolio Reviewer's Summary Forms

### Notes

The role of this portfolio review and evidence submission form is to ensure that Postgraduate Doctor in Training (PGDiT) receive a systematic and thorough assessment of their overall progress over the last academic year. The portfolio review summarises evidence from professional examinations, supervised learning events, multi-source feedback, educational supervision as well as the portfolio development logs, skills logs, and Progress+ curriculum.

Other sources of information, for example Professional Support and Wellbeing Service (formerly Training Support Services) and Occupational Health reports may also be referenced. Reviewers should **discuss confidential or sensitive information with a Training Programme Director** before presentation to the panel.

This review should present an overview of a PGDiT's strengths and areas which have been identified as a focus for development which will inform future personal development plans, educational supervision and support.

The contents of this form **MUST be shared with the PGDiT before the ARCP**. The form should contain a **PROVISIONAL** recommendation for the ARCP outcome. Any concerns regarding the progress of a PGDiT must be highlighted to the PGDiT and the Training Programme Director, and a plan of action be in place, prior to completing this form. This form should not be used to raise new concerns about progress with a PGDiT.

**Form 1** is the training declaration form and must be completed electronically by the PGDiT, then sent to the portfolio reviewer before **Friday 22 May 2026**.

**Form 2** is the summary of evidence form and must be seen by the PGDiT before the ARCP.

All PGDiT's will be contacted by the NHSE East Midlands administrative team ([england.TIS.em@nhs.net](mailto:england.TIS.em@nhs.net)) about their **Revalidation Form R Part B**; the instructions in this email must be read and followed.

PGDiT name			
NTN		WTE%	
GMC number		Provisional CCT date	
Defence organisation		Core level start date	
Email address			
August 2025 post			
February 2026 post			
Year of training	Select training year	Date moves ST year	

Training completed to date	
Mandatory (before being independent on tier 2 rota)	Date
APLS / EPALS or equivalent	
NLS or equivalent	
Level 3 safeguarding training	
Highly recommended for demonstrating curricula capabilities	Date/number
Teaching e.g. TIPS or equivalent (date completed)	
NHSE EM Leadership & Management Programme (number modules completed)	
Child protection level 2: recognition and response or equivalent (date completed)	
Training days (number attended since last ARCP)	
SCRIPT modules (number completed)	

MRCPCH examinations progress:		
FOP, TAS and AKP required for progression to ST4; full MRCPCH exam required for progression to ST5		
MRCPCH examination	Date/s sat or will sit (include all attempts)	Date passed
Foundation of Practice		
Theory and Science		
Applied Knowledge in Practice		
Clinical		
If exam <b>applied/prepared for</b> but cancelled due to covid/strikes (date/exam type) list below:		

Assessments since last ARCP	
Type of assessment	Number completed
Mini-CEX (no minimum requirement)	
CbD (no minimum requirement)	
Safeguarding CbD (1 per training grade)	
ACAT (optional)	
LEADER (optional at ST1-2; 1 during ST3-4)	
HAT (1 during ST1-2; 1 during ST3-4)	
MSF (1 per training grade)	
DOPS	
DOC (optional during ST1-3; 2 during ST4)	
ECAT ( <b>before being independent on tier 2 rota</b> 1 for acute paediatric take, <b>and</b> 1 for admission of pre/term baby to NNU - other ECATs optional)	
OACS (optional pilot)	
PC (optional pilot)	
Clinical Supervisor's Trainer's Report (1 per rotational post)	
Educational Supervisor's Trainer's report (1 per year for ARCP)	
Compulsory DOPS	Date achieved
(minimum 1 satisfactory AoP before being independent on tier 2 rota)	
Peripheral venous cannulation	
Lumbar puncture	
Intraosseous needle insertion for emergency venous access	
Neonatal umbilical venous cannulation (UVC)	

**PGDiT's Declaration** I submit my portfolio for my ARCP which includes the following evidence of progression against the RCPCH competency framework for the period.

- Updated and reviewed PDPs
- A complete record of educational and clinical supervision (including an educational and clinical supervisors trainer's report)
- An up-to-date development log, skills log and curriculum
- Minimum evidence and assessments as per RCPCH guidance
- ARCP preparation form completed
- All necessary PGDiT declarations completed
- I have  / have not  undertaken locum work since my last ARCP (if select "have" please outline in the table below)

*If any of the above are missing/incomplete at the time of submission please indicate to the panel the reasons for failure to submit the required evidence:*

*Locum work undertaken (please group shifts with one employer within an unbroken period as one employer entry. Include the dates and number of shifts worked in each locum employer-entry):*

Start date	End date	Name/location of employer	Locum shift worked (number)	
			<12 h duration	>= 12 h duration

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PGDiT name			
Year of training	Select training year		
Last ARCP date		Last ARCP outcome	Select one
Last ARCP comments and objectives			

Type of assessment (minimum WTE)	Number completed
Mini-CEX (no minimum requirement)	
CbD (no minimum requirement)	
Safeguarding CbD (1 per training grade)	
ACAT (optional)	
LEADER (optional at ST1-2; 1 during ST3-4)	
HAT (1 during ST1-2; 1 during ST3-4)	
MSF (1 per training grade)	
DOPS	
DOC (optional during ST1-3; 2 during ST4)	
ECAT ( <i>before being independent on tier 2 rota</i> 1 for acute paediatric take, <i>and</i> 1 for admission of pre/term baby to NNU - other ECATs optional; optional during ST4)	
OACS (optional pilot)	
PC (optional pilot)	
Clinical Supervisor's Trainer's Report (1 per rotational post)	
Educational Supervisors Trainer's report (1 per year for ARCP)	

<b>Summary of assessments including concerns and areas of good practice</b>
<b>Summary of Clinical Supervision</b>
<b>Summary of Educational supervision (including PDP)</b>

Summary of Progress+ core curriculum learning outcomes	
Please consider achievements against Progress+ curriculum domains; guidance can be found at: <a href="https://www.rcpch.ac.uk/sites/default/files/2023-11/judging_learning_outcomes_at_arcp_v2_1.pdf">https://www.rcpch.ac.uk/sites/default/files/2023-11/judging_learning_outcomes_at_arcp_v2_1.pdf</a>	
<b>Key:</b>	
<b>O/T</b>	On track - acceptable progress for grade and working towards full achievement by end of ST4
<b>A/E</b>	Achieved/exceeds achievement of core curriculum learning outcome
<b>N/D</b>	Needs development
<b>Curriculum learning outcome 1: Professional values and behaviours</b>	Select one
<b>Curriculum learning outcome 2: Professional skills and knowledge: communication</b>	Select one
<b>Curriculum learning outcome 3: Professional skills and knowledge: clinical procedures</b>	Select one
<b>Curriculum learning outcome 4: Professional skills: patient management</b>	Select one
<b>Curriculum learning outcome 5: Capabilities in health promotion and illness prevention</b>	Select one
<b>Curriculum learning outcome 6: Capabilities in leadership and teamworking</b>	Select one
<b>Curriculum learning outcome 7: Capabilities in patient safety (incl. safe prescribing)</b>	Select one
<b>Curriculum learning outcome 8: Capabilities in quality improvement</b>	Select one
<b>Curriculum learning outcome 9: Capabilities in safeguarding and vulnerable groups</b>	Select one
<b>Curriculum learning outcome 10: Capabilities in education and training</b>	Select one
<b>Curriculum learning outcome 11: Capabilities in research and scholarship</b>	Select one

## Middle grade working

For PGDiT expecting to progress to tier 2 working

<b>Completed "readiness for tier 2" form by ES?</b>	<b>Select one</b>
Comments:	
<b>Mandatory DOPs completed?</b>	<b>Select one</b>
Comments:	
<b>Resuscitation courses completed?</b>	<b>Select one</b>
Comments:	
<b>Level 3 safeguarding completed?</b>	<b>Select one</b>
Comments:	
<b>Well on track to complete core curricular capabilities?</b>	<b>Select one</b>
Comments:	
<b>Areas to be developed before ready for middle grade working</b>	

## Readiness to move to Progress+ Specialty level

For PGDiT at the end of/requesting competency progression from ST4 to ST5

<b>MRCPCH clinical achieved?</b>	<b>Select one</b>
Comments:	
<b>Core curriculum domains achieved?</b>	<b>Select one</b>
Comments:	

## Summary and recommendations

On the basis of the evidence reviewed I recommend the following ARCP outcome to panel:

PROVISIONAL ARCP outcome:	Select provisional outcome
1	Achieving progress and competencies are the expected rate
2	Development of specific competencies required - additional training time not required
3	Inadequate progress by the PGDiT - additional training time required
4	Released from training programme with or without specified competencies
5	Incomplete evidence presented - additional training time may be required
8	Out of programme for clinical experience, research, career break or pause

The PGDiT should receive PROVISIONAL feedback on the following:

Strengths:
Areas for development
RECOMMENDATIONS AND FEEDBACK FROM ARCP PANEL

<b>PGDiT name</b>		<b>Assessor's name</b>	
<b>Signature</b>		<b>Signature</b>	
		<b>Designation</b>	<b>Select designation</b>