

SAS DOCTORS- ACCESS TO ROYAL COLLEGES / OTHER AGENCIES EPORTFOLIO

What is ePortfolio?

“An online educational tool to record learning in all its forms and settings. It facilitates development and gives structure and evidence to support training. For supervisors and Deaneries it helps structure Workplace Based Assessments and monitor progress and competency attainment. ePortfolio is the tool that holds together curriculum learning and assessment. “ RCPCH

Eportfolio can be used by SAS Doctors to keep a record of competencies and assessments throughout their career journeys. This record may be used for career development purposes e.g. CESR, Re-entry to Training application, Pay Thresholds etc.

This document outlines which Royal Colleges, and other agencies, currently offer Eportfolio facilities to SAS Doctors and gives information on how to access these. Information has been taken from Royal College websites and also via correspondence with individual College Eportfolio departments.

Document version updated for 2019.

| SPECIALTY | COLLEGE / OTHER | SAS EPORTFOLIO ACCESS | DETAILS |
|-----------------------------------|------------------------|------------------------------|---|
| ANAESTHETICS | RCoA | YES | https://www.rcoa.ac.uk/careers-and-training/e-portfolio |
| PAEDIATRICS | RCPCH | YES | https://www.rcpch.ac.uk/resources/rcpch-eportfolio-kaizen-guidance-trainees |
| MEDICINE | JRCPTB | YES | https://www.jrcptb.org.uk/non-training-application-forms |
| SURGERY | RCS (ENG) | YES | https://www.rcseng.ac.uk/careers-in-surgery/trainees/foundation-and-core-trainees/how-to-get-ahead-in-surgery/surgical-portfolio/ |
| | RCS (Ed) | | https://www.rcsed.ac.uk/professional-support-development-resources/career-support |
| OPHTHALMOLOGY | RCOPHTH | YES | https://www.rcophth.ac.uk/training/eportfolio/ |
| PSYCHIATRY | RCPsych | YES | https://portfolioonline.zendesk.com/hc/en-gb |
| EMERGENCY MEDICINE | RCEM | YES | https://www.rcem.ac.uk/RCEM/Exams_Training/UK_Trainees/ePortfolio/RCEM/Exams_Training/UK_Trainees/ePortfolio.aspx |
| OBSTETRICS AND GYNAECOLOGY | RCOG | YES | https://www.rcog.org.uk/en/careers-training/resources--support-for-trainees/training-eportfolio/ |
| OTHER | BMA | YES | http://portfolio.bmj.com/portfolio/login.html |

INDIVIDUAL ROYAL COLLEGE INFORMATION

ANAESTHETICS - ROYAL COLLEGE OF ANAESTHETISTS

Information provided by RCOA Training Service Desk. Email: training@rcoa.ac.uk.

“Our new portfolio system - the Lifelong Learning platform - is available for all College members. SAS and MTI doctors are welcome to use the system which includes the function to create assessments and add logbook entries.

<https://www.rcoa.ac.uk/lifelonglearning>

<https://www.rcoa.ac.uk/careers-and-training/e-portfolio>

If SAS are members of the College, the Lifelong Learning platform is available to them and each of the assessment forms is available on there

The link for workplace based assessments:

<https://www.rcoa.ac.uk/training-programme/wpba>

We have a CPD system that SAS are welcome to use as long as they are members of the College:

<https://www.rcoa.ac.uk/revalidation-cpd/online-cpd>

The CPD system will be combining with our new portfolio system - Lifelong Learning in the coming year and will be available to all College members.

EMERGENCY MEDICINE - ROYAL COLLEGE OF EMERGENCY MEDICINE

RCEM Eportfolio information

https://www.rcem.ac.uk/RCEM/Exams_Training/UK_Trainees/ePortfolio/RCEM/Exams_Training/UK_Trainees/ePortfolio.aspx

“The RCEM e-portfolio is primarily available for Run-Through trainees (ST1-6), Core Specialty trainees (CT1-3), Higher Specialty trainees (ST4-6), and those in FTSTA and LAT posts to record and store key documents for progression through training. The RCEM requires all post-2007 specialty trainees at these grades to use the e-portfolio.

Access to the e-portfolio is also available for ...**non-trainees. Those in non-training posts must identify an EM consultant to act as an Educational Supervisor.**”

Access to the e-portfolio

The e-portfolio is accessible at www.nhseportfolios.org and a username and password is required for access.

Application can be made via the RCEM Eportfolio information page - link above.

Email RCEM Eportfolio team: eportfolio@rcem.ac.uk

MEDICINE - JOINT ROYAL COLLEGES PHYSICIANS TRAINING BOARD (JRCPTB)

“The JRCPTB sets and maintains the standards for high quality UK medical training on behalf of the three Royal Colleges of Physicians

Access to ePortfolio for non-training doctors

The JRCPTB is pleased to advise that Non-Consultant Career Grade (NCCG), Staff and Associate Specialist (SAS) doctors, doctors in service grades and trust-appointed International Medical Graduates are able to use the ePortfolio.

The ePortfolio can be useful to collect evidence of achieving competences against the UK curricula. This could be particularly useful for doctors wanting to join a training programme in the future or who will apply for CESR (Certificate of Eligibility to the Specialist Register).

Who can use the JRCPTB ePortfolio?

Non-training doctors at an equivalent level to core medical or higher specialty training in physician specialty training or posts will be able to get access to the ePortfolio. The ePortfolio is hosted by NHS Education for Scotland (NES) on behalf of JRCPTB.

ePortfolio access for non-training doctors

If you are in a non-training post e.g. LAS, Clinical Fellowship, Associate Specialist, Trust Grade or Trust appointed MTI doctor you can apply to access the ePortfolio. This will only be applicable if you are doing a physician specialty.

You will need to complete the online application form and pay an annual fee. Once your application form has been received, you will be sent an invoice for payment. **Please Note:** Access will be granted from the day of payment. Posts cannot be backdated prior to 2 weeks of payment.

If you require any further information, please contact the support team on 0203 075 1440 or epsasaccess@jrcptb.org.uk”

ePortfolio non-training application form: <https://www.jrcptb.org.uk/non-training-application-forms>

OBSTETRICS AND GYNAECOLOGY – RCOG

<https://www.rcog.org.uk/en/careers-training/resources--support-for-trainees/training-eportfolio/>

Information provided by ePortfolio Coordinator RCOG

“It is possible to create an RCOG ePortfolio account for **SAS doctors**. Access is only currently available as a benefit of the Trainees' Register, so SAS Doctors will need to subscribe to this before we can set up their account. Please note that it is possible for these doctors to join the RCOG Trainees' Register, even though they are not in run-through training. Should a doctor wish to subscribe to Trainees' Register, they should contact the Trainees' Registrar on Tel: +44(0)207 7726 348 or Email: ppayne@rcog.org.uk. SAS doctors may wish to visit the relevant section of the RCOG website, <https://www.rcog.org.uk/en/careers-training/trainee-registration/>, which contains details regarding Trainees Register subscription.”

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Royal College of Obstetricians and Gynaecologists
T: +44 (0)20 7772 6283
T: +44 (0)20 7772 6204
W: www.rcog.org.uk

OPHTHALMOLOGY - ROYAL COLLEGE OF OPHTHALMOLOGISTS

<https://www.rcophth.ac.uk/training/eportfolio/>

“The e-Portfolio is the platform used for the management of progression of learning against the OST curriculum. Its use is mandatory for trainees once appointed to a specialty training post (run-through or LAT). Non-trainee doctors wishing to be assessed using WpBA forms and have access to the online MSF tool are welcome to register outcomes via the e-Portfolio.

It is important to note that the e-Portfolio in this instance has the sole function of being a personal repository of evidence to manage individual progress and CPD diary, unlinked to the ARCP cycle.

Anyone can use the WpBAs available in the OST curriculum in paper-based form to record competencies gained. If access to the e-Portfolio is made available to you in the future you can upload paper-based documents (by scanning them) into the evidence e-Portfolio. Affiliate registration to the College is necessary to gain access to the e-Portfolio as well as the Eye Logbook.

The new [e-Portfolio](#) has been designed to be as familiar as possible for all current users, whilst implementing exciting new features. The system aid trainees in gathering evidence of their training, and their supervisors in reviewing each trainee’s progress; CPD users experience a simplified process of recording their development.”

Education and Training Coordinator- contact

The Royal College of Ophthalmologists

jack.merry@rcophth.ac.uk | D. 020 3770 5342 | 18 Stephenson Way, London, NW1 2HD

portfolio@rcophth.ac.uk | T. 020 7935 0702 | F. 020 7383 5258| rcophth.ac.uk |

PAEDIATRICS - ROYAL COLLEGE OF PAEDIATRICS AND CHILD HEALTH

Information provided by Training Services Planning Lead, Royal College of Paediatrics and Child Health

“SAS doctors are able to access the RCPCH ePortfolio system provided they are a member of the college and paying a training fee.
Please contact ePortfolio@rcpch.ac.uk“

RCPCH Eportfolio website: <https://www.rcpch.ac.uk/resources/rcpch-eportfolio-kaizen-guidance-trainees>

RCPCH

5-11 Theobald's Road, London

WC1X 8SH

Phone: +44 020 7092 6000

PSYCHIATRY - ROYAL COLLEGE OF PSYCHIATRISTS

RCPsych Portfolio Online Team

<https://portfolioonline.zendesk.com/hc/en-gb>

“Providing users are a paying member of the college and at (or equivalent to) the levels of CT1 - ST6, then they can register for either a training, non-training or CESR portfolio.”

Information provided by RCPsych Portfolio Online Team who can be contacted at support@portfolioonline.co.uk

RCPsych

27 Sussex Place, Regent's Park, London, NW1 4RG, UK

Switchboard: +44 (0)20 7772 6200

SURGERY - ROYAL COLLEGE OF SURGEONS (ENG)

<https://www.rcseng.ac.uk/careers-in-surgery/trainees/foundation-and-core-trainees/how-to-get-ahead-in-surgery/surgical-portfolio/>

Email from RCSEng Marketing Co-ordinator 2019

“I am currently working with the Chair of our SAS Forum to see how we can develop our online guidance for SAS doctors/surgeons. At this time, the only options at registration are ‘surgical trainee’ and ‘dental trainee’. There is ongoing work to improve the resources available to SAS and we will be picking this up with the ISCP to see how we can develop the registration pages to include SAS doctors.”

“A portfolio is similar to an expanded, extended CV and whatever career route you decide to follow in surgery, you should maintain a portfolio throughout. There are a number of tools available to help you, such as the electronic portfolio available through the [ISCP](#). You are likely to be asked to show your portfolio at the selection centre or interview when you are applying for posts in the training pathway. If you decide to undertake career grade posts, you will also find your portfolio invaluable when going through appraisals to progress through the specialty doctor grade. Furthermore, if you later decide to apply for a CESR, your portfolio will be a central part of your application.

While you may not be required to show your portfolio to anyone before you attend interview or selection centre, it will be useful to have compiled your portfolio before this point so that you are familiar with it and can use it to help write your applications. To compile your portfolio, you should organise relevant career information in a ring binder or similar, with a contents page and index tabs to ensure it is easier for both you and the selection centre assessor to navigate. You may have to refer to specific evidence so your portfolio should be logically and clearly laid out for easy access. The portfolio and the evidence it contains will support your application, any subsequent interviews and your ongoing earning when you have begun your post.

Your portfolio should show your commitment to surgery. In addition to including a record and evidence of the activities you have undertaken (as outlined above), you should ensure your logbook is up to date – either paper-based or in electronic form such as that from the ISCP. You should make sure you include reflective examples from your work as well as documentary evidence of any extra activities you have undertaken.

Types of evidence included in your portfolio might include:

- logbook of clinical activity
- trainers’ reports
- audits
- written workplace assessments
- list of competencies signed by supervising consultant
- assessments such as DOPS and mini-CEX (see [ISCP](#) website: <https://www.iscp.ac.uk/>)

SAS Surgeons can register to use the ISCP eportfolio for a fee. To arrange registration please contact the ISCP helpdesk. In your portfolio, it will be useful to produce a summary table listing all of the competencies required (i.e. those listed on the [ISCP](#) website) how you have achieved them and where in your portfolio evidence can be found. “

The Royal College of Surgeons of England | 35-43 Lincoln's Inn Fields | London WC2A 3PE

t: 020 7869 6212 | f: 020 7869 6216 | e: w: <http://www.rcseng.ac.uk>

SURGERY - RCS (Ed)

Non-consultant grade surgeons

“The intercollegiate agreement also simplifies the situation for **non-consultant grade surgeons**. The [ISCP training platform](#) will become the single training platform for trainee surgeons and the [eLogbook](#) will become the single electronic logbook for all non-Consultant grade surgeons. It should also be noted that as trainees become consultants their data will become available within the Surgeons' Portfolio, thus providing a seamless service.”

<https://www.rcsed.ac.uk/professional-support-development-resources/career-support>

OTHER - BMA

<https://www.bma.org.uk/advice/career/progress-your-career/sas-doctor-development>

Portfolio development guidance

A career portfolio can be an invaluable tool for recording information about your clinical work and your professional development. **This guidance, aimed specifically at SAS doctors**, will help you to understand how and why having a portfolio will benefit your career.

This guidance is intended for new Associate Specialists and Specialty Doctors, however those on the old Associate Specialist and Staff Grade contract could also consider developing a portfolio for personal evidence of their work experience.

A portfolio is a file for storing information about your clinical work and your professional development, which is referenced in schedule 15 of the TCS. It can be an invaluable tool, for not only threshold progression throughout the new SAS grade and the Specialty Doctor Grades, but also for the rest of your career.

It will also provide the evidence necessary for the GMC revalidation process, which all doctors in the UK now have to undergo to continue to practice medicine.

A free online portfolio tool (for BMA members)

The BMJ Portfolio tool is a flexible and easy to use online tool that allows you to track CPD and CME points for appraisal and revalidation, store evidence of learning actions, and record past, current and future planned activities.

<http://portfolio.bmj.com/portfolio/login.html>