

## Welcome to the 10th edition of your Foundation newsletter

In this edition the focus is on the Annual Review of Competence Progression (ARCP) and preparing your portfolio. The deadline for submitting evidence to your portfolio is 31st May 2021. A reminder of the requirements can be found on the [Scotland Deanery website](https://www.scotlanddeanery.nhs.uk). We hope this newsletter provides you with some hints and tips for success in achieving your competencies.

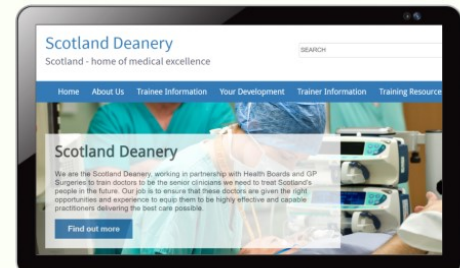
This newsletter also includes information about Foundation Trainee Reps and the Scottish Foundation Trainee Forum. We will also introduce the new Foundation Curriculum which will commence from August 2021.

### Wellbeing

The Scottish Foundation School cares about the wellbeing of our trainees. A new Wellbeing Collaborative has recently been set up whose purpose will be to bring together the project leads, working within Foundation in Scotland, who have a general focus on resilience and welfare of our Foundation trainees. If you are working on any projects which might be relevant to this group, please contact [sfas@nes.scot.nhs.uk](mailto:sfas@nes.scot.nhs.uk) and we will pass on your suggestion.

One of the current Wellbeing initiatives in Scotland is the Thriving in Medicine (TiME) course. TiME is facilitated by experienced doctors. The course comprises a pair of workshops designed to give Foundation doctors an insight into the emotional demands of working within medicine and provide a personal toolkit to enable you to respond positively to those challenges. It provides an opportunity for peer sharing and learning, senior support and an avenue to voice practical workplace concerns.

Look out for more information about registering for Module 2 which will take place on Microsoft Teams in the coming months.



[www.scotlanddeanery.nhs.scot](https://www.scotlanddeanery.nhs.scot)

### Key Contacts

**For all general enquiries:**  
[sfas@nes.scot.nhs.uk](mailto:sfas@nes.scot.nhs.uk)

For contact details for the Foundation School team please click [here](#).

For administrative contacts for all training specialties in Scotland please click [here](#).

For contact details for Associate Postgraduate Deans and Consortium Leads for Foundation please click [here](#).

For contact details for Foundation Programme Directors please click [here](#).

### Useful Links

[Scotland Deanery website](https://www.scotlanddeanery.nhs.uk)

[Turas e-Portfolio](#)

[Scottish Medical Training website](#)

[The UK Foundation Programme Office \(UKFPO\) website](#)

### What do you want to see in future editions?

Please e-mail any comments to [sfas@nes.scot.nhs.uk](mailto:sfas@nes.scot.nhs.uk)

We would love to receive feedback, ideas or article suggestions.

Previous Scottish Foundation School Newsletters and other helpful information on your training in Scotland, as well as news from the UK Foundation Programme Office, can be found on the Foundation School pages on the

[Scotland Deanery website](https://www.scotlanddeanery.nhs.uk).

# ARCP Requirements

Due to COVID-19 disruption, derogated requirements currently apply for ARCPs until September 2021. This is due to the recognition that training and teaching may have had some disruption.

The Scottish Foundation School have agreed that evidence for all Annual Review of Competence Progression (ARCPs) must be submitted by 31st May 2021.

It is your responsibility to ensure that your Turas Portfolio is up-to-date and that all your evidence is complete and you have recorded your teaching correctly.

For advice on your ARCP you should speak with your Educational Supervisor and/or your Foundation Programme Director as the first point of contact for their guidance on the revised requirements.

## What is the ARCP?

The ARCP is a review of evidence of achievement over the course of a year in training. The ARCP panel reviews and validates the recommended outcome against your Turas Portfolio. Although the ARCP is not in itself an assessment, it is a summative judgement of a Foundation doctor's performance and development throughout the year. Progression is dependent on evidence that the Foundation doctor has met or exceeded the minimum expected level of performance in each of the 20 Foundation Professional Capabilities.

## What date is my ARCP?

A member of the Training Management Team will have emailed you with the date of your ARCP. The 2021 ARCP dates can also be found [here](#).

## After my ARCP, what do I need to do?

You will be notified of your outcome via email. Please log onto your Portfolio to sign your ARCP form.

## I am an F1 - what happens next?

F1 trainees who successfully complete their F1 year and achieve an ARCP Outcome 1 will be issued with a F1CC (Foundation Year 1 Certificate of Completion). You must have a F1CC to allow you to apply for full registration with the GMC. Your F1CC is generated electronically once you have signed your ARCP Outcome 1. The F1CC is signed digitally and stored in your Turas Portfolio. There is no paper copy of this certificate.

## I am an F2 - what happens next?

F2 trainees who successfully complete their F2 year and achieve an ARCP Outcome 6 will be issued with a FPCC (Foundation Programme Completion Certificate). You must have a FPCC before you start Speciality Training. You may be asked to produce a copy of this certificate to your future employer. The FPCC is signed digitally and stored in your Turas Portfolio. There is no paper copy of this certificate.

## Can I download my portfolio/evidence?

Yes, this can be done at any point during your training by selecting Download from your menu bar.

## Scottish Foundation Trainee Forum

In February 2021 the Scottish Foundation School supported the creation of a Scottish Foundation Trainees Forum. This group brings together local trainee reps from each region including F1s, F2s and trainees who are on the Academic Programme. This enthusiastic group of trainees meet regularly to discuss regional and national issues and to share good practice. The minutes from this forum are sent to the Scottish Foundation Board which is attended by at least one trainee rep who provides feedback from across Scotland. Trainee reps also attend several other Scottish Foundation groups such as the Foundation Curriculum and Assessment Implementation Group and the Foundation Academic Group. Trainee reps are a key element in developing and monitoring the Scottish Foundation programme and representatives play a valuable role in providing feedback to Scottish Foundation meetings. It is expected that trainee reps will help to shape new initiatives through their involvement in these groups.

The trainee reps may also canvass/survey trainees to gauge feedback on key matters with the aim of providing data and comments to share with the Foundation meetings. Some of the trainees reps also attend UK Foundation meetings where they can hear what is happening across the UK and feed in from the Scottish perspective.

Ideally the trainee reps will help improve the lines of communication between the Foundation School and the trainee cohort by conveying trainee opinion and disseminating information from national meetings through their local networks. You can contact your local trainee reps at any time.

*Victoria Holdstock, one of the F2 reps, says: "Each region has foundation trainee representatives who are a point of contact for questions and feedback (both positive and negative) raised by Foundation doctors. These trainee reps meet regularly within regions and attend Scottish Foundation School meetings to represent the view of Foundation doctors at a national level, which allows good practice to be shared and changes to be made when issues are identified. Contact details for your regional representatives can be found on the [Foundation School pages of the Scotland Deanery website](#)".*

Please get in touch with the Foundation School if you would like more information about trainee reps or to find out how you might be able to become involved in future.

### Courses and Events

Please click [here](#) to visit the Courses and Events page on the Scotland Deanery website. Many courses are currently available online.

**e-Learning for Health** have developed a new Technology Enabled Care Services Toolkit in response to the COVID-19 pandemic. Click [here](#) for more information and to access the toolkit.

**Looking for Careers Advice?** Colleagues, your Supervisors and your Foundation Programme Director can all be useful sources of advice on what specialty suits you and your life plans. All the Royal Colleges and Faculties have careers advice sections as does the BMA. Each region also has a dedicated Associate Postgraduate Dean for Careers who can give you further advice. Their details can be found on the [Foundation School Careers webpage](#).

## Other News

### Coming Soon:

#### UK Foundation Programme Curriculum 2021

A new GMC approved Foundation curriculum will be “rolled out” across the UK from August 2021. More information will follow in due course.

The Turas Portfolio will be updated to reflect the changes in the curriculum.

Information/Presentations/Factsheets are being developed and will appear on the UKFPO website shortly.

#### The Royal College of Psychiatrists Welcome Pack

RCPsych in Scotland are pleased to launch its Choose Psychiatry in Scotland campaign with an online [welcome pack](#) aimed at medical students and Foundation doctors. The pack provides information about the College, psychiatry and how to get involved and increase exposure in the specialty. Look out soon for the Choose Psychiatry in Scotland brochure which will be packed full of information about training and careers in psychiatry in Scotland.

#### Foundation Alumni

If you are due to complete your Foundation training shortly, we would like to invite you to sign-up to our Foundation School Alumni group.

This group will be used to engage with former trainees, to seek their views on relevant topics and provide news and update from the Scotland Deanery. More details and a link to join can be found [here](#).

#### Specialty Recruitment

Please see the [Scottish Medical Training website](#) for all information about specialty recruitment in Scotland. Make sure you familiarise yourself with the relevant deadlines and take note of any changes to processes.

#### AFP Teaching

A national online teaching programme has commenced for AFP trainees. If you are an AFP trainee and cannot see the AFP Teaching Team on your Microsoft Teams account please contact [sfas@nes.scot.nhs.uk](mailto:sfas@nes.scot.nhs.uk).

#### Beat Training Modules

The training package to ensure that newly qualified doctors are appropriately able to identify and address eating disorders is now available and can be accessed via [Beat's website](#).

It provides up to 7 hours' training via e-learning, taught sessions and simulation modules, and self-directed learning, with the e-learning component hosted by e-LfH.

#### Foundation Trainee Surgical Society (FTSS)

The Foundation Trainee Surgical Society (FTSS) Scotland is a Foundation trainee led and focused surgical society aiming at Foundation year doctors seeking a career in surgery. Supported by the Royal College of Surgeons Edinburgh, we aim to provide high quality teaching resources and career-building opportunities, such as our upcoming Specialty Insights series, featuring established surgeons from the many surgical specialties we all aspire towards. Sign up [here](#) to be part of our growing surgical society.

[Follow us on Facebook](#) for more information and to get notified of future events.