

Foundation Turas Portfolio Timeline for each placement/post (4 months)

Access to Turas Portfolio

- Familiarisation with curriculum and ARCP requirements
- Before meeting supervisors create Personal Development Plan (PDP)

Beginning of post (access to Turas one week prior to start)

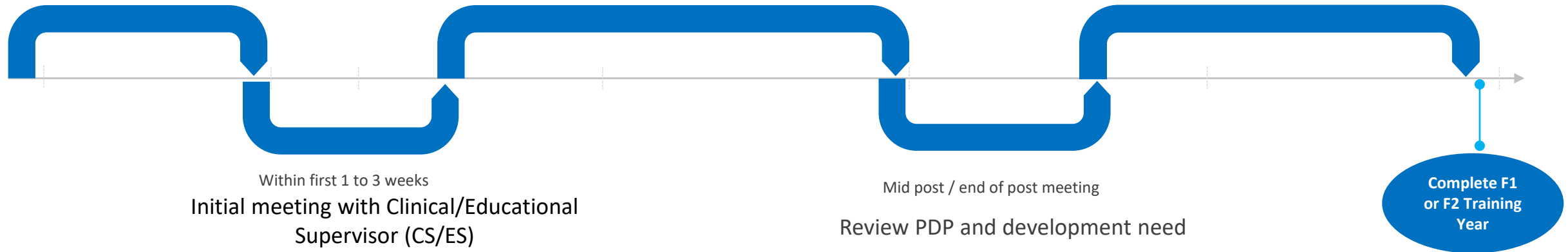
Add and create activities in your Portfolio *

During the course of each placement/post – complete SLEs, create links to FPCs, attend Core and Non-Core Learning, initiate TAB.
Continue to review and update Summary Narrative.

Months 1-4 or 5-8 or 9-12

End of training Year - prepare for Annual Review of Competence Progression (ARCP)

- Ensure Prescribing Safety Assessment (PSA) Certificate is uploaded
- Prepare & Review Portfolio ahead of submission deadline 31st May
- Complete SOAR declaration and Absence Declaration
- ARCP desktop and/or face to face Teams meeting
- FPD will complete End of Year report – 5 days in advance of ARCP



Initial meeting with Clinical/Educational Supervisor (CS/ES)

- Remind Supervisor to create Placement Supervision Group (PSG): to be done in Post 1 or Post 2 of each training year

* Activities

- SLEs - Supervised Learning Events. Minimum Clinical Evaluation Exercise (Mini-CEX), Case Based Discussion (CBD), Direct Observation of Procedural Skills (DOPS), Developing the Clinical Teacher (DCT) Forms
- Reflections should be completed throughout your training year
- Personal Learning Log – minimum of 60 hours of teaching during 12 months (30 Core and 30 non-core)
- TAB - Team Assessment of Behaviour – complete either in post 1 or post 2 of each training year
- Complete various optional forms – Career, Taster, Learn, Leader
- STS – Scottish Trainee Survey – complete each post, initiated by NES Quality Management Team
- NTS – GMC National Trainee Survey – complete once per year, survey initiated by the GMC

Link these to the 13 FPCs - Foundation Professional Capabilities
The 13 FPCs make up the 3 Higher Learning Outcomes (HLOs)
Write the Summary Narrative (one entry per HLO) maximum 300 words per HLO