



Annual Review of Competence Progression (ARCP) Requirements Guidance – for trainees on 2016 Foundation Programme Curriculum

Valid until September 2022



England
Northern Ireland
Scotland
Wales



UK
Foundation
Programme



August 2021

Contents

Introduction2

Requirements for 2021-223

Key Contacts5

Requirements for trainees on 2016 Foundation Programme curriculum for ARCPs taking place between 1 October 2021 and 30 September 2022

Introduction

The purpose of this guide is to outline requirements to support foundation trainees subjected to the extraordinary circumstances of the COVID-19 pandemic to achieve successful completion of the Foundation Programme.

The requirements stated in this guide only apply to trainees who remain under the 2016 Foundation Programme curriculum for the 2021-22 training year, because their training continues from the 2020-21 training year (that is, trainees who are “out of sync” with the standard training rotations).

Please note: This guidance does not apply to any trainee who started either their F1 or F2 year on/after 4 August 2021, as they will be on the [2021 Foundation Programme curriculum](#).

The aim of the requirements set out in this guide is to:

- reduce stress for foundation trainees around ARCP requirements
- set clear requirements for trainers, reducing administrative burden and reducing time away from clinical work as the pandemic continues
- ensure that any doctor who is functioning at the appropriate standard receives a successful outcome
- minimise number of outcome 5s to reduce workload for panels
- ensure that we identify F1 doctors who at this time have not reached the required standard for full registration and need ongoing support
- ensure that we identify F2 doctors who at this time have not reached the required standard to progress beyond the Foundation Programme

Requirements for 2021-22

The requirements below apply pro-rata for trainees working less than full time, as per standard process.

Please note: this document does NOT apply to those trainees who were awarded an outcome 3 or outcome 10.2 at an ARCP March-July 2021.

These trainees should have individual requirements decided by their ARCP panel, which should be explicitly and clearly stated on their ARCP outcome form.

Requirement	Grade	Usual Standard	2021-22 Standard	Change from usual standard?
Completion of 12 months F1 training (taking account of allowable absence)	F1 & F2	The maximum permitted absence from training, other than annual leave, is 20 days (when the doctor would normally be at work) within each 12 month period of the foundation programme. Where a doctor's absence goes above 20 days, this will trigger a review of whether they need to have an extra period of training	The maximum permitted absence from training, other than annual leave, is 20 days (when the doctor would normally be at work) within each 12 month period of the foundation programme. Where a doctor's absence goes above 20 days, this will trigger a review by the Foundation School Director or deputy who will decide whether they need to have an extra period of training based on their overall performance	Yes
A satisfactory educational supervisor's end of year report	F1 & F2	A satisfactory educational supervisor's end of year report	A satisfactory* educational supervisor's end of year report** * If the doctor has not satisfactorily completed one placement but has been making good progress in other respects, it may still be appropriate to confirm that the doctor has met the requirements for satisfactory completion of F1/F2. The last end of placement report must be satisfactory. ** In Scotland – a satisfactory end of year report by FPTD	No
Educational supervisor's end of placement reports	F1 & F2	Required for 1st & 2nd posts	Required for 1st & 2nd posts (ES/FPTD end of year report required for last placement)	No
Clinical supervisor's end of placement reports	F1 & F2	Required for all posts	Required for all posts	No

Requirement	Grade	Usual Standard	2021-22 Standard	Change from usual standard?
Satisfactory completion of all FP curriculum outcomes	F1 & F2	Mandatory to be signed off by ES	Mandatory to be signed off by ES	No
Team assessment of behaviour (TAB)	F1 & F2	Minimum of one satisfactory TAB	Minimum of one satisfactory TAB	No
Core procedures	F1 only	Mandatory all 15 GMC mandated procedures	Mandatory all 15 GMC mandated procedures	No
Direct observation of doctor/patient interaction (Mini CEX/DOPS)	F1 & F2	Minimum of nine observations per year; at least six must be mini-CEX	Minimum of six observations per year; at least four must be mini-CEX	Yes
Case-based discussion (CBD)	F1 & F2	Minimum of six per year / two per placement	Minimum of four per year	Yes
Developing the clinical teacher	F1 & F2	Minimum of one per year	Not mandatory	Yes
Successful completion of the Prescribing Safety Assessment (PSA)	F1	The F1 doctor must provide evidence that they have passed the PSA within the last two years	The F1 doctor must provide evidence that they have passed the PSA within the last two years	No
A valid Immediate Life Support (or equivalent) certificate	F1	The F1 doctor must have a valid ILS (or equivalent) certificate, or if the certificate has expired, it may be appropriate to accept evidence that the doctor has booked to attend a refresher course	If F1 doctor does not have valid ILS (or equivalent) certificate, ES must make statement in end of year report that trainee has demonstrated the knowledge and skills required to complete ILS (or equivalent)	Yes
A valid Advanced Life Support (or equivalent) certificate	F2	The F2 doctor must have a valid ALS (or equivalent) certificate	If F2 doctor does not have valid ALS certificate (or equivalent), ES must make statement in end of year report that trainee has demonstrated the knowledge and skills required to complete ALS (or equivalent)	Yes
Evidence of participation in systems of quality assurance and quality improvement projects	F1	Shows evidence of involvement in quality improvement initiatives in healthcare	Shows evidence of understanding of or involvement in quality improvement initiatives in healthcare	Yes
Evidence of participation in systems of quality assurance and quality	F2	Contributes significantly to at least one quality improvement project including: Data collection	Shows evidence of understanding of or contribution to quality improvement projects (ES/FPTD must make a specific comment on the	Yes

Requirement	Grade	Usual Standard	2021-22 Standard	Change from usual standard?
improvement projects		Analysis and/or presentation of findings Implementation of recommendations	work done by trainee in End of year report)	
An acceptable attendance record at generic foundation teaching sessions	F1 & F2	The foundation doctor must attend a minimum of 60 hours (during 12 months pro-rata) of teaching during their F1 and their F2 rotation. At least 30 hours (during 12 months pro-rata) must be core foundation teaching	The foundation doctor must attend a minimum of 45 hours (during 12 months pro-rata) of teaching during their F1 and their F2 rotation; there is no requirement for this to have been a specific type of teaching	Yes

NB. Where a foundation doctor's rotation was changed due to the COVID-19 situation, there should be no penalty for repeating a specialty or being able to complete a community post.

Key Contacts

Trainees on the 2016 Foundation Programme curriculum are advised to speak with their Educational Supervisor and/or Foundation Programme Training Director (FPTD) for advice on the revised ARCP requirements for 2021-22. Local education providers should discuss any queries with their foundation school team.

For general queries and further information, please contact the UK Foundation Programme Office (UKFPO) via the helpdesk: helpdesk@foundationprogramme.nhs.uk.