

Summary Narrative Guidance

What is the summary narrative?

The summary narrative is a form of written reflection that will help you to demonstrate to your Educational Supervisor that you have achieved the higher-level outcomes (HLOs). Think of the narrative in a similar way to writing a personal statement. As you gather evidence whilst working you should try to think about how each piece of evidence helps you show that you have met the HLOs. You can think of it as somewhere to comment on your achievements and how they apply to the higher learning outcomes. You can also describe where you have shown improvement which shows insight into your personal development as a doctor.

Why do I need to do this?

Think of it as a way of helping you prioritise which pieces of evidence you would like to use to support HLO sign off. As you progress through your placements you will gather evidence that you wish to use for each HLO. Sometimes it can be hard to decide which piece of evidence is best for each FPC and HLO. As you complete each placement you should think about each HLO and consider how you would use the SLEs, TABs and learning to show your progress.

At the end of the placement, you may find you have good evidence for some of the HLOs but not others. This will help you plan for your next placement and help inform your PDP. Your educational supervisor will want to see 5 pieces of evidence per each FPC as a maximum. Since you can only use each piece 3 times you will need to be selective about which high quality pieces of evidence you use.

The narrative shouldn't be too long and you should only aim to write about 300 words. As you progress in your training and as a career grade doctor you are required to participate in appraisal and revalidation. The GMC require all doctors to provide evidence to meet the GMC standards of good medical practice. This will help you in your preparation for the future.

When do I complete my summary narrative?

You should aim to write the summary narrative for **each HLO** at the end of each placement. You should consider this as a working document that you return to over the course of the training year. By ARCP time this should be your final document. It will not be assessed as a pass/ fail but will allow you to inform your educational supervisor and ARCP panel as to why you chose the evidence you provided.

How do I do this?

At the end of each placement, look at the HLOs and think about whether you have enough evidence to support sign off. The questions to ask are:

- Do I have evidence to show that I can 'do'? i.e., SLEs and PSG
 - *What have I had feedback on to show that I am competent in the clinical care of the patient*
- Do I have evidence to show I have been taught?
 - *You may want to add your evidence to show that you have attended teaching on this topic*
- Do I have evidence to show that I have undertaken self-directed learning?
- Do I have evidence to show that I have the required behaviours?
 - *Here you may want to evidence your TABs.*

What if I find I want to change what I have written?

You can edit your narrative at any point up until the ARCP submission. Think of it as if you were sitting with the supervisor and explaining why you have shown what you have done.

What do I benefit from this?

You can use this as a space for you to write about your progress, your achievements, your challenges and where you feel you have excelled. You can also talk about things that you wish had been better and write about how you have improved, either by more learning or further practice.

When you apply for training beyond Foundation this writing in your portfolio will help you show future specialties that you have carefully planned and developed your learning.

Dr Fiona Cameron
Consultant Anaesthetist
Associate Postgraduate Dean (East region)
Foundation School Director (Scotland)

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