

Pre-ARCP Checklist for Trainees and Trainers

Oral and Maxillofacial Surgery

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| **Trainee’s name**  | **AES name** |
| **Date completing form** | **Trainers meeting date** |
| **ARCP panel A date** | **Previous ARCP outcomes** |
| **Grade ST \_\_\_** | **ARCP** Interim/final | **Certification date** | Current ARCP outcome\_\_\_\_\_ |
| **Targets set / met(esp. if outcome 2/3)** |  |

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| **Placements since last ARCP** |
| Current |  |
| 2. |  |
| 3. |  |

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| **ISCP** | **Notes** | **Tick if on ISCP** | **Comments** |
| CV  | update yearly |  |  |
| Global Objectives | Check set |  |  |
| LA | Check signed offAES report |  |  |
| PDP | Must be current |  |  |
| **WBAs 40 total** | **Total Number** |  | **Appropriate level/comments** |
|  | CBD |  |  |
|  | CEX |  |  |
|  | PBA |  |  |
|  | DOPs |  |  |
| OOT (2 ) | evidence/feedbackincluded |  |  |
| Audit  | 1 per year |  |  |
| MSF | Min 8 raters /signed  |  |  |

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| **ISCP** | **Notes** | **On ISCP** | **Comments** |
| **End of Block assessments** | Number done/ appropriate From all clinical supervisors |  |  |
| **Research** | at least one piece per yearmay include critical appraisalMasters module assignment |  |  |
| **Publications** |  |  |  |
| **Presentations** |  |  |  |
| **Posters** |  |  |  |
| **Courses** |  |  |  |

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| **eLogbook review – minimum 4 reports uploaded to Misc Section under Other Evidence and labelled clearly**SAC summary and Grouped Summary Reports (**both** types of report for every training block and start date of ST to date) |
|  | **On ISCP** |  |
| %validated |  |  |
| On track/achievable(Penultimate Year and certification targets) |  |  |

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| **Others** |
|  | **On ISCP** |  |  |
| Penultimate Year Checklistif appropriate |  |  |  |
| Certification checklist if appropriate |  |  |  |
| Reflective Practice |  |  |  |
| Form R |  |  |  |
| Adverse Incidents |  |  |  |
| Complaints |  |  |  |
| Sick Leave |  |  |  |
| Subspec Interest /Ambition |  |  |  |
| Recommended outcome  |  |  |  |
| Comments |  |  |  |
| Recommendation for Development Targets |  |  |  |