

MANAGEMENT OF ARCPs AND OUTCOME 10s INTO 2021 AND BEYOND

1. Introduction and background

In April 2020, in response to the impact that the COVID Pandemic might have on trainee progression, the concept of a “no fault” ARCP outcome was introduced. This reflected that a trainee’s progress overall was satisfactory but because of COVID (an external factor outside of their control) competencies/capabilities could not be acquired and trainees needed educational support and for some, that included additional training time.

At the same time, assessment requirements at critical progression points (e.g., exams) were delayed or cancelled due to COVID. Colleges and Faculties reviewed curriculum requirements, amended assessments, and made derogations to reduce the disruption to training and progression due to COVID. This together with the COVID Outcome options enabled trainees to progress through the training pathway as scheduled and where they could not (for external reasons) additional training was offered.

Arrangements for ARCPs and appeals were streamlined and went ahead as scheduled in a COVID safe format. Trainees awarded Outcome 10.1 & 10.2 in summer 2020 may be coming up for a review in early spring 2021. In addition, the Statutory Education Bodies (SEBs) across the UK have agreed that derogations and current ARCP arrangement including COVID Outcome 10 will be extended to September 2021.

This document is aimed to provide guidance for ARCP panels, Training Programme Directors, Foundation and Specialty Schools and trainees.

2. Terminology and definitions.

The Gold Guide (GG8): 4.91 sets out the ARCP outcomes applicable, together with the COVID Outcome derogation to GG8: 4.91

Outcomes 1 & 6: reflect satisfactory progress in achieving the required competences/capabilities and are therefore referred to as ***progression outcomes***

Outcomes 2 & 3: reflect that development of specific competences/capabilities is required and are therefore referred to as ***developmental outcomes***

- An outcome 2 is used where development is required without additional training time
- An outcome 3 is used where development and additional training time are required.

- COVID Outcome 10.1 is the “no fault” equivalent to an outcome 2
- COVID Outcome 10.2 is the “no fault” equivalent to an outcome 3
- Outcomes 3 & 10.2 require additional time.

Outcome 4: is used when there is insufficient and sustained lack of progress (normally following an earlier developmental outcome 3) and the trainee is released from the training programme.

Outcome 5: is used as a “holding outcome” where there is insufficient evidence, and an assessment of progression cannot be made at that time. Therefore, it might be viewed as an **administrative outcome** to give time for the supporting information (which might be an outstanding exam result) to be presented.

Outcomes 7 & 8: are used for trainees in fixed term training post (O7) and for periods out of programme – OOP, (O8).

3. Review of Outcome 10s awarded from April 2020

Outcome 10s (10.1 & 10.2) may be due for review in coming months.

Trainees with an outcome 10.2 due to exam delays may have been given short extensions (6m) to give time to sit the rescheduled exam and therefore it is likely that ARCPS will be convened 6-8 weeks before the scheduled end of the additional training time¹.

In addition to exams, trainees may have had an outcome 10.2 because there were capabilities required at critical progression points which would also be reviewed at next scheduled ARCP.

What should ARCP panels do at a follow up ARCP to review an outcome 10?

3.1 Review Outcome 10: Exam passed:

If the sole reason for 10.2 is awaiting an exam at a critical progression point: and there was confirmation and evidence of a pass; the trainee can be awarded an outcome 1 or outcome 6 as appropriate.

Outcome 1: *if the critical progression point is during training (but not at the point of CCT)*

Outcome 6: *if the critical progression point is at or approaching CCT*

¹ Extensions due to exams delays etc. are normally 6m but may be longer and normally no more than 12m

3.2 Review Outcome 10: Exam not passed or not taken:

If the sole reason for 10.2 is awaiting an exam at a critical progression point: and a pass was not confirmed i.e., a failure or not taken; the trainee cannot be awarded an outcome 1 or outcome 6. (It may be helpful for the TPD to convey that to the trainee and ARCP panel in advance)

Trainees should put a statement in their portfolio or send an email to the TPD/panel chair/Assessment Team about why they have not passed the exam. This will avoid delays to the ARCP process which might result from Outcome 5s generated due to lack of the relevant information.

Panels would need to consider the reasons and impact of COVID as well as eligibility for further attempts and additional training time as this will impact on the decision and outcome.

- If there are further permitted attempts available, ARCP panels should consider a further Outcome **10.2** (if training in the review period² has been impacted by COVID) or **Outcome 3** (if not affected by COVID)
- Where a trainee has applied to the college/faculty for an exceptional attempt, an **Outcome 5** should be considered, provided the decision on additional attempts is available within 8 weeks of the Outcome 5 being issued (GG8:4.91, footnote 12)
- If there are no further permitted attempts available, and the trainee cannot progress in training without the exam, then the only option available to the panel is an **Outcome 4** (release from training)
- It should be noted that Outcomes 10.2, 3 & 4 are subject to the appeal process

3.3 Review of Outcome 10: Development of competences/capabilities other than exams

If all the required capabilities have been met during the review period/additional time, then the outcome that reflects satisfactory progress at the critical progression point should be considered i.e. an **Outcome 1 or 6 as appropriate**.

If the capabilities have not been met and the trainee has not reached the maximum permitted time in extension (GG8:4.105) then consider:

- **Outcome 10.2:** if training has been impacted by COVID
- **Outcome 3:** if the reasons/impact on training are not related to COVID

² The review period is the time from ARCP awarding Outcome 10 up to and including the review ARCP, whilst the ongoing impact of COVID in that time may be acknowledged, any impact prior to that has already been determined and reflected in the Outcome 10 and should NOT form part of the assessment at this ARCP review.

3.4 Review Outcome 10.2: What happens if the trainee has reached the maximum permitted additional training time?

This is likely to affect a small number of trainees who have required additional time (Outcome 3) earlier in their training prior to the COVID Pandemic. That time is added to this period to determine the total additional training time within the limits defined in GG8:4.105

If this is the case, the panel can make a recommendation to the Postgraduate Dean to consider exceptional circumstances and make a derogation from the Gold Guide (GG8:1.12)³.

If a trainee has already been granted the maximum training extension that is possible for their programme (GG8:4.105), their situation should be discussed with the Postgraduate Dean. The Postgraduate Dean might consider discretion under GG8:1.12 to allow extensions beyond the normal time limits as defined in GG8:4.105. In this situation, additional training in excess of the limit defined in GG8: 4.105 should only be considered if there is evidence of improvement and a realistic prospect that the progression trajectory will reach the required level in the additional time allocated. This information MUST be available to the Postgraduate Dean when making the request for exceptional extensions to training; otherwise an Outcome 4 should be considered.

That request should be made by the panel **before** finalizing the ARCP Outcome. This is because if an outcome 4 is given (because the additional training time is reached without required competences) that outcome can only be amended through an appeal process.

It **is not appropriate** to use an **Outcome 5** as a holding measure in this situation.

A recommendation to the Dean to consider a derogation enabling additional time beyond the usual limits in highly exceptional circumstances, can be considered before any outcome is finalized. If the exceptional derogation is approved, the panel can award the Outcome 10.2 or 3 as part of the ARCP process without convening a further ARCP or the trainee having to appeal. This does not affect their right to request a review or appeal of the ARCP Outcome.

If exceptional time is approved by PG Dean, **Outcomes 10.2 or 3** should be used.

If not approved, it **MUST be an Outcome 4**⁴

³ SEB Guidance: COVID 19 Managing extensions to training paragraph 2.4 May 2020

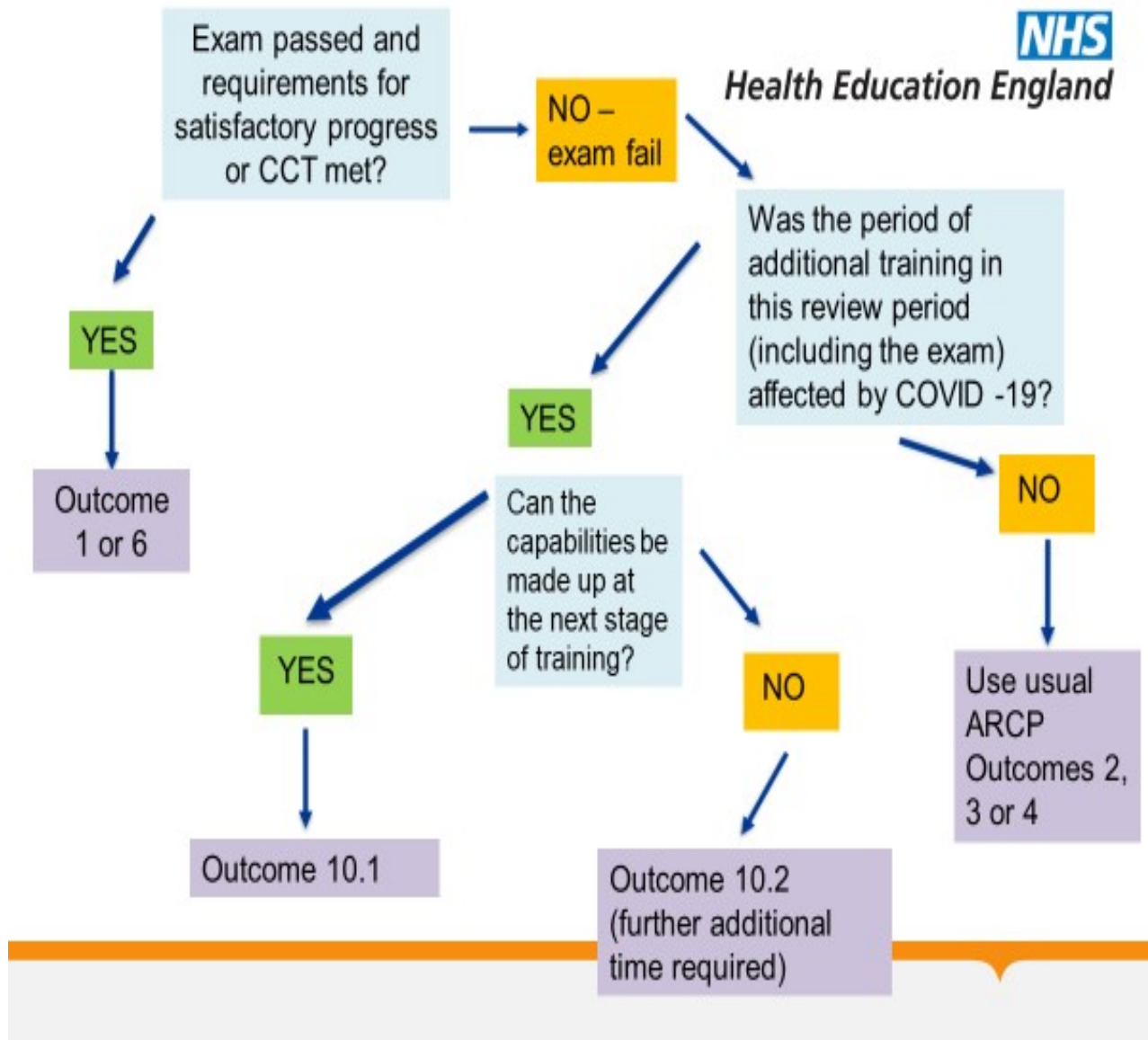
⁴ Outcomes 10.2, 3 & 4 are subject to the appeal process (GG8:4.155 – 4.179). Outcome 2 and 10.1 are subject to the review process (GG8: 4.164 - 4.165)

4. Follow up from Outcome 10 review ARCPS

Post ARCP follow up

Where a developmental (Outcome 2 or 3, 10.1 or 10.2) or Outcome 4 is awarded it is good practice to follow up the ARCP with an educational conversation to give feedback and advice on the education plan and learning objectives going forward. This is independent to and separate from the ARCP.

APPENDIX 1: Flow Chart Summary – ARCP Outcome 10 Reviews



APPENDIX 2:
Power Point presentation for use as training resource to support this guidance.



COVID ARCPS &
Outcome 10 into 2021