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Description automatically generated

**PRE-ARCP FORM**

To be completed by the Registrar, sent to the TPD prior to ARCP discussions **(if required)**

|  |  |
| --- | --- |
| **ARCP date** |  |
| **last ARCP date and outcome** |  |
| **Any specific requirements recorded from last ARCP (before OOP/pat leave)** |  |
| **Trainee name** |  |
| **Date of meeting with TPD (if applicable)** |  |
| **Training programme director** |  |
| **General Training, ACL or ACF** |  |
| **Medic or non-medic** |  |
| **Time worked each week** |  |
| **Outline of previous career prior to training programme** |  |
| **Started in programme** |  |
| **Time out of programme** |  |
| **Current placement** |  |
| **Year of training** |  |
| **Phase of training** |  |
| **Did you change the phase in last year?** |  |
| **Examinations passed/planned with dates** |  |
| **Out of hours on call for HPU? Y/N** |  |
| **Trainee’s perception of CCT date from CCT calculator** |  |
| **Placement (s) since last ARCP** |  |
| **ESs and trainers in last year, with dates** |  |
| **Evidence checklist paperwork complete?** |  |
| **Planned competencies to be addressed during next year of training/before next ARCP** |  |
| **Future placements planned** |  |
| **Comments / advice from TPD (if applicable)** |  |
| **Career plans** |  |
| **Any other comments to add for example any issues with previous ARCP dates or other issues which could help the ARCP panel understand your situation.** |  |

**PUBLIC HEALTH PRE ARCP MEETING – TRAINEE ACHIEVEMENTS**

To be completed by Trainee ahead of the pre ARCP meeting with the Training Programme Director and shared at the pre ARCP meeting

**Registrar name**

**Involvement in Training Programme …………………………………….**

|  |  |
| --- | --- |
| **Registrar rep? dates:**  **Key roles undertaken** |  |
| **Diplomate exam revision sessions attended**  **As candidate**  **As volunteer** |  |
| **Diplomate exam revision sessions organised?**  **Date and topic** |  |
| **Mock Membership exam sessions organised** |  |
| **Mock membership exam sessions attended.**  **As candidate**  **As volunteer** |  |
| **PH Skills and Practice Sessions taught?**  **Date and topic** |  |
| **Training days organised?**  **Date and topic** |  |
| **Training days attended?**  **Date and topic** |  |
| **Training conference organised?** |  |
| **Work submitted to training conference?** |  |
| **Training conference attended?** |  |
| **Buddy?** |  |
| **Amount of study budget used?** |  |
| **Number of study days used?** |  |
| **GMC annual survey completed?** |  |
| **Other for example involvement in FPH SIG (please specify)**  ***This is to celebrate your involvement rather than criticise non involvement*** |  |

**Markers of excellence achieved since last ARCP**

|  |  |  |
| --- | --- | --- |
| **Publications** | **Submitted** |  |
|  | **Published** |  |
| **Presentations** | **In workplace** |  |
|  | **Out of work place** |  |
| **Grants, awards** |  |  |
| **Teaching** | **In workplace** |  |
|  | **Out of work place** |  |
| **Events organised** | **In work place** |  |
|  | **Out of work place** |  |
| **Special placements** |  |  |
| **Other (please specify)** |  |  |