**ARCP checklist for Anaesthesia**

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| **Trainee Name:** |  | **Date:** |  |
| **Stage of Training and LTFT %** |  | **Est date of move to next stage:** |  |

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| **To be completed by trainee as part of ESSR with the ES** | |
| **Notes** | **Completed satisfactorily(tick)** |
| **ESSR**  Remember to initiate **at least** 1 month before ARCP to allow completion and ES + CT sign off |  |
| **ARCP Checklist (THIS DOCUMENT)**  ARCP checklist including location of evidence uploaded |  |
| **Overview**  Start and end dates under review for the ARCP  Placements during this period |  |
| **Exam**  Upload success letter (written and SOE) |  |
| **Certificates/Documents**  Stage 1 Certificate or equivalence-all trainees  Stage 2 Certificate -ST6 trainees (dated on or before the start of ST6)  CV-ST6 and above |  |
| **Supervisor meetings, PDP and College Tutor Name on LLP**  ESSR must have comments from trainee, ES and CT to be complete |  |
| **Logbook (case numbers)**  Preferred format is LLP logbook |  |
| **Supervised Learning Events (SLEs)**  Linking to several HALOS is acceptable if relevance is clear |  |
| **MSF**  At least 1 per year. **Minimum 12 respondents** |  |
| **MTR**  At least 1 per year. **Minimum 3 responses.** Recommended to do an MTR for each Stage 2 CCC (cardiac, neuro, paeds, obs) and SIAs |  |
| **Form R**  Must be uploaded on LLP (from TiS)  All sickness must be recorded in ESSR and Form R as **calendar days** (not shifts missed)  Any concerns/SUIs and outcomes to be recorded  Please also record compliments |  |
| **Non-clinical activities**  List all non-clinical activities. Must have evidence of involvement in non-clinical activities (audit/QI/teaching/research/etc) every year. |  |
| **Reflective practice**  All serious incidents, complaints etc must have their own reflection  Mandatory evidence of formal reflection or comment from ES that trainee is a reflective practitioner |  |