**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 ARCPPlacements during this period |  |
| **Exam** Upload success letter (written and SOE) |  |
| **Certificates/Documents**Stage 1 Certificate or equivalence-all traineesStage 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 recordedPlease 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 reflectionMandatory evidence of formal reflection or comment from ES that trainee is a reflective practitioner |  |