

Please upload this document in the “uploads” section of the AXIA e-portfolio, to acknowledge you have fulfilled each of the requirements and uploaded them in the appropriate place.

iRCP Requirement	Location of Evidence on AXIA e-portfolio	Uploaded	
Completed educational/learning agreement	Induction section	<input type="checkbox"/>	
Completed induction checklist	Induction section	<input type="checkbox"/>	
One or more completed clinical supervisor reports	Clinical Supervisor Report section	<input type="checkbox"/>	
A minimum of 12 completed (signed and saved) supervised learning event entries <ul style="list-style-type: none"> • at least 4 DOPS • at least 2 CEX • at least 2 CBDs 	Supervised learning events section	<input type="checkbox"/>	
Supervised Learning Events linked to the curriculum	Reports, Curriculum log <i>NB: these must be linked when completing SLE's for these to appear in this section</i>	<input type="checkbox"/>	
Completed Initial and Interim Educational Supervisors meetings (<i>separate from the formal ES report</i>)	Educational supervisor induction meeting: Induction section Interim meeting: portfolio documentation ◊ educational supervisor meeting	<input type="checkbox"/>	
An Interim Structured Educational Supervisor's Report	Review of competency progression: using AXIA template	<input type="checkbox"/>	
An ES agreed PDP with SMART targets and documented progress	Portfolio documentation section ◊ personal development plan	<input type="checkbox"/>	
Involvement in Teaching (<i>not mandatory for iRCP</i>)	Achievements/Activities section, clearly labelled 'Teaching'	<input type="checkbox"/>	
Involvement in research (<i>not mandatory</i>)	Achievements/Activities section, clearly labelled 'Research'	Uploaded	<input type="checkbox"/>
		Not applicable	<input type="checkbox"/>
Clearly labelled logbook of clinical activity <ul style="list-style-type: none"> • Within 4 weeks of iRCP date • Word documents / PDF / Excel spreadsheets acceptable 	Logs → Clinical Experience Logs	<input type="checkbox"/>	
Clearly labelled uploaded clinical governance or quality improvement project with progress report and personal reflection (can be Word Document)	Portfolio documentation ◊ Quality Improvement section	<input type="checkbox"/>	

<p>Clearly labelled attendance at local mandatory study days</p> <ul style="list-style-type: none"> • Can upload summary document if available • Can create single document with relevant certificates for uploading 	<p>Portfolio documentation ◊ uploads section</p>	<input type="checkbox"/>
<p>Log of CPD</p> <ul style="list-style-type: none"> • With reflections and development outcome domains akin to that required by GDC 	<p>Logs, CPD logs section (using AXIA template)</p>	<input type="checkbox"/>
<p>Completed MSF</p>	<p>Feedback section ◊ multisource feedback</p>	<input type="checkbox"/>
<p>A Completed Patient Satisfaction Questionnaire</p>	<p>Feedback section ◊ patient satisfaction questionnaire</p>	<input type="checkbox"/>