

West of Scotland School of Anaesthesia  
2010 Curriculum Basic Level Training Assessment Guidance  
August 2012

Dear Trainee / Clinical Supervisor / Educational Supervisor / College Tutor,

This update aims to inform trainees and trainers of this year's changes to curriculum assessment and ARCP preparation in the school.

### **The e-Portfolio**

#### **CT1, CT2 & ST3 Trainees:**

The school require CT1, CT2 & ST3 trainees to complete all activities on the e-Portfolio. In particular, **they must complete all WPBAs electronically on the e-Portfolio.**

The West of Scotland ARCP Portfolios must be uploaded onto the e-Portfolio, to allow the local/sector ARCPs to be performed on computers.

**ST4, and above, trainees** are expected to engage with the e-Portfolio as it will be increasingly used by them in the future.

Further guidance on the use of the e-Portfolio is available on the RCoA website.

### **Assessment Guidance**

The school assessment guides for Basic, Intermediate and Higher Level training have been revised to reflect the new RCoA assessment guide:

'Assessment Guidance (2010 Curriculum) Edition 2 Version 1'

(<http://www.rcoa.ac.uk/document-store/cct-anaesthetics-assessment-guidance-2010>) and 'Assessment Blueprint Edition 2 Version 1.4'

(<http://www.rcoa.ac.uk/document-store/blueprints-assessments-2010-curriculum>).

Please read these guides carefully. There have been major changes to the number and distribution of WPBAs required.

Another major change has been in the use of MSF and Consultant Feedback as outlined below.

### **Multi-Source Feedback**

MSF is now to be completed **annually** by all trainees.

MSF from an ICM block counts as the MSF for that year, but if no ICM block occurs, a General Theatre MSF is completed.

The trainee sends out 15 forms, to a list of colleagues approved by the Educational Supervisor or College Tutor.

A minimum of 8 returns are required, which must include consultants.

A satisfactory **MSF Summary Form** must be submitted with the Educational Supervisor's Report for a satisfactory ARCP, otherwise an Outcome 5 will be

given. **This is the trainee's responsibility** but support from the Educational Supervisor is expected.

### **Consultant Feedback**

Consultant Feedback (CF) is a completely separate process from MSF. It is organised by the relevant College Tutor for **each sub-specialty rotation**, and, **at least annually for general training**.

'West of Scotland School of Anaesthesia Consultant Feedback Forms' have been created (from the now obsolete 'West of Scotland Trainee Assessment' / 'tick-box' forms).

Forms are completed by all consultants in the department to assess global aspects of professionalism and ability to perform in the post at the expected level. Consultants return the forms to the College Tutor for collating and feedback to the trainee.

All **Consultant Feedback Summary Forms**, available from the relevant College Tutors, must be submitted with the Educational Supervisor's Report for a satisfactory ARCP, otherwise an Outcome 5 will be given. **This is the trainee's responsibility** but support from the Educational Supervisor is expected.

### **Educational Supervisor's report for ARCP**

Minor changes have been made to the ESR emphasising the need to attach MSF and CF summary forms.

### **Training Review Documentation for ARCP**

#### **CLINICAL EXPERIENCE / LOGBOOK / ASSESSMENTS**

The major change has been a return to providing the dates of all satisfactory WPBAs, in a series of tables, for ARCP.

#### **PORTFOLIOS (Research, Audit, Teaching, Education, Management)**

There are no changes to this section.

#### **TRAINEE EVALUATION OF POSTS**

The scoring system has been changed to a 4 point scale.

Please review and use the new documents that have been sent to you. They are on the school website [www.wossa.org.uk](http://www.wossa.org.uk) . **No previous versions will be accepted at ARCP.**

We are in a time of great change and your continued commitment to this process is greatly appreciated.

Any questions should be raised with the relevant College Tutor or Deputy Regional Adviser.

Dr Malcolm Smith  
Deputy Regional Adviser