

Trainee Checklist for Annual Review of Competence Progression
General Adult Psychiatry ST4-ST6

You must ensure that you provide the following documentation / E Portfolio evidence at your ARCP. Please note that the panel will be unable to review your progress if you fail to upload the documentation listed below, which may result in you receiving an unsatisfactory outcome. Please ensure your portfolio is indexed so that the relevant sections are easily identifiable by the panel.

- A current Form R and Self-Declaration <https://healtheducationyh.onlinesurveys.ac.uk/london-and-kss-form-r-and-supplementary-information-2>
- A current Educational Supervisors Report
- A current Clinical Supervisors Report
- An up to date CCT calculator – this can be found on the Royal College of Psychiatry’s Website <https://www.rcpsych.ac.uk/training/your-training/training-resources/when-do-i-complete-my-training>
- An up-to-date CV
- If you are an Academic Trainee, you will need to provide an Academic Supervisors Report, an agreed Personal Development Plan and records of research meeting notes in place of the ES report
- If you are currently on OOP, you will need to fill out an [OOP update form](#) in place of the ES report.
- A summary of any research undertaken since the last ARCP
- A summary of any audit projects undertaken since the last ARCP
- Evidence of any publications since the last ARCP
- Letter of thanks or commendations
- Evidence of any formal complaints
- Evidence of any grievances

The suggested minimum numbers of WPBAs for ST4-ST6 trainees in Specialist General Psychiatry Training are:

WPBA	Minimum number required per year		
	ST4 50/50 IP /OP	ST5 (Specialty)	ST6 (Specialty)
ACE	2	1	1
Mini-ACE	2	2	2
CdD	6	4	4
Mini-PAT	2	1	1
SAPE	1	1	1
AoT	2	2	2
DONCS	3	3	3

Please note ST4-6 years are interchangeable dependent on rotation order.

Further information can be found in the curriculum: https://www.rcpsych.ac.uk/docs/default-source/training/curricula-and-guidance/general_psychiatry_curriculum_march_2019.pdf?sfvrsn=9e53c99a_6