

2019 ARCP Data Stakeholder Review Phase 1: Data check

Thank you for your work on the 2018/19 ARCP return.

As you will be aware, the Covid-19 pandemic will cause disruption to ARCPs in 2020 and the collection of 2019/20 ARCP records later in the year. We are aware of exam cancellations, PYA postponements and a pause in rotations. The GMC is working with colleagues in all deaneries and HEE local offices to support ARCPs, particularly for doctors at a critical stage of progression. Where possible we aim to support you in reporting ARCP outcomes and progression of doctors during a time of severe service disruption. We will keep you up to date on any developments as they are agreed.

We have de-duplicated and cleansed the submitted data returns and ask you to review your data and our draft version of the visual reports ahead of public release. Instructions for completing this review are included in the first section of this briefing note, [ARCP data review process](#).

The data you provide is used to produce the ARCP reports by postgraduate training bodies which are published on the [GMC website](#). As key data providers we would like to give you a first look at these reports and an opportunity to provide feedback. The ARCP postgraduate reports will be available via GMC connect.

If you notice any errors or inconsistencies within your data, please make us aware of these and the appropriate amends by **17/04/2020**.

We have repeated analysis of the sub-specialty, dual specialty and outcome 4 issues raised in the [2018 ARCP stakeholder review](#) and ask you to review these for quality assurance purposes. Included in the outcome 4 analysis, there are records which were outcome 6 and have an ARCP record in the same specialty in 2019. More information can be found about these analyses from [page 4](#).

We have analysed the programme specialty names for each of the 2018/19 ARCP records returned against the National training numbers (NTN) provided. We have prepared data for you to review the records where there are discrepancies and ask you to review the records with invalid NTNs.

Further details of the data prepared are covered in this briefing note. Where applicable you may have additional excel files in your ARCP document folder to review.

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GMC contact for enquiries

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ARCP data review process

Please follow the steps below in order to review your amended ARCP data set covering all outcomes awarded between 1 August 2018 and the 6 August 2019 and let us know of any data errors before **17/04/2020**.

1. Log into [GMC Connect](#), and open up your Deanery/local office's return folder '2019 ARCP data Deanery/local office/region name'

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GMC Connect

General Medical Council

Home | Logout

Logged in as Jennifer Redman-Tootell - Health Education North East

User Group - Deanery

Document Folders

Document Folder	# Documents	Last Document Date	# Posts	Last Post Date	Details
2019 ARCP Data Validation Tool	2	22/10/2019 10:45	0		View Details
2019 ARCP data HEE North	58	30/12/2019 13:49	0		View Details

2. This folder will contain your previously submitted files as well as a spreadsheet containing the cleansed and de-duplicated ARCP records for your Deanery/local office/region

3. Please download the file named:

'ARCP 2019 FOR REVIEW <<Deanery/local office/region name>>'

4. Please check whether the data matches your records by filtering on the ARCP_DATAYEAR for 2019 to review the most recent ARCP return

5. The data set contains 2018/19 data and data from 2017/18 provided by the Deanery/local office/region that we use for reporting and the relevant fields from the List of Medical Practitioners. If you require the data prior to 2017/18 please email educationdata@gmc-uk.org

6. The first sheet 'ARCP Outcomes' includes all of the records with an ARCP outcome and includes fields as listed in [Appendix 1](#)

7. The second sheet called 'N codes' includes reasons for no ARCP. You will find a description of the fields included in this table listed in [Appendix 2](#)

8. The third sheet called 'U codes' includes all of the records where a doctor received an unsatisfactory outcome and the reason for the unsatisfactory outcome. Where a record has been given more than one U code a separate row has been created for each U code. You will find a description of the fields included in this table listed in [Appendix 3](#)

9. In addition to the duplicate checks that are run locally using the validation tool, we conducted some central checks and de-duplicated the data. The methods used and the results of this process are detailed in [Appendix 4](#)

10. Should you find any discrepancies in the data filtered by ARCP_DATAYEAR '2019', please document them WITHIN the excel file on a separate worksheet and name the worksheet, 'readme'

11. Please also make any changes to the spreadsheet as appropriate, highlight the changes and re-upload the file via GMC Connect using the following format:

ARCP 2019 FOR REVIEW_<< Deanery/local office/region name>>_REVIEWED

12. Please submit this excel file via GMC Connect to the same folder you have downloaded the spreadsheet from and [email us](#) when you have submitted the file

13. If there are no amends to make you do not need to return the file via GMC Connect but please [email us](#) to let us know that there are no changes

14. You may wish to amend records/values in your database to ensure the data are correct at source and prevent erroneous data being reported in future years.

Sub-specialty and Dual CCT recording

Last year, our review of reporting ARCP sub-specialty and dual CCT outcomes found a large number were not being reported to us as required as part of the ARCP data collection.

The Gold Guide is clear on the need to record outcomes for each curriculum the trainee follows:

"Outcomes from the ARCP

4.74 The ARCP panel will recommend one of the eight outcomes described below for each specialty/sub-specialty for each trainee, including those on integrated clinical/academic programmes."

It has been encouraging to see more sub-specialty and dual CCT ARCP records returned to us in the 2018/19 return, there were however some ARCP records not returned.

Sub-specialty recording

Since 2014 Deaneries and LETBs have been required to report separate outcomes for sub-specialties please see the [ARCP and RITA Data Collection 2014 - Briefing Note 1](#).

This requirement is based on [Improving the National Consistency and Approval of Sub-Specialty Training Programmes GMC Position Statement – October 2014 \(updated May 2015\)](#) where it states:

“A separate independent ARCP outcome is to be recorded for the sub-specialty training. This does not require a separate ARCP meeting to be held, but there must be appropriate input into the decision.”

We checked specialist register entries since 01/08/2018 to establish if an ARCP outcome had been submitted to us for a sub-specialty.

Sub-specialty programmes not approved

During the 2018/19 data collection there were records for sub-specialty programmes which were not GMC approved by the deanery/HEE local office. Please ensure that all sub-specialty programmes are GMC approved prior to a doctor training in the sub-specialty, [find out more about applying for approval of programmes on the GMC website](#).

Dual CCT recording

It has been a requirement since 2012 for Deaneries and LETBs to return an ARCP outcome for each specialty for dual CCT trainees. Please see the [2012 ARCP briefing note](#). This comes from the [Improving the National Consistency and Approval of Dual CCT Training Programmes position statement](#) which states:

“2.4 ARCP outcomes

There is also the need to ensure that the Annual Review of Competency Progression (ARCP) process for doctors in training undertaking more than one specialty, appropriately records progress for each specialty as if they are undertaking single specialty training.”

We checked dual CCT and Combined programme register entries since 01/08/2018 to establish if an ARCP outcome had been submitted to us for both specialties. Dual CCT was defined as a trainee with two specialties on the specialist register with the same date of entry.

Action

If your deanery/local office are missing sub-specialty or dual specialty ARCP records, we have uploaded an excel file to your ARCP document folder called:

'ARCP_missing_sub_specialty_dual_CCT_data_2019'.

This file contains a record for any doctors who entered the specialist register in 2018/2019 with either a sub-specialty or dual CCT and did not have an ARCP recorded for their sub-specialty or dual CCT in the ARCP data returns. The excel file includes the names of any specialties or sub-specialties missing an ARCP and any ARCP outcomes for other specialties they are registered against. There must be an ARCP outcome which shows that they have completed training in all specialties listed on the register.

In order to ensure data are correctly reported for 2018/19 ARCP progression report please review your ARCP records to check that for doctors on a sub-specialty or a dual CCT an ARCP has been recorded in your system for the sub-specialty or second programme specialty and has been included in the 2018/19 ARCP data return.

Outcome 4 and 6 reported in the previous year

During the 2018/19 ARCP data return we received outcomes for 19 trainees who had received an outcome 4 in the same specialty in the previous reporting year, we also received outcomes for 47 trainees who had received an outcome 6 in the same specialty in the previous reporting year. Where a trainee had an outcome 4 (released from the training programme) we would not expect these trainees to still be in training. Those with an outcome 6 we would expect to either progress to the next stage of training (core or higher specialty) or have completed their training.

Action

Should the described issue affect your deanery we have uploaded an excel file to your ARCP document folder called,

<< Deanery/local office/region name>>ARCP_outcome4_6_201819

This file contains the ARCP records returned in the 2018/19 ARCP data return for any doctor who had an ARCP outcome 4 or outcome 6 returned to the GMC in the 2017/18 ARCP data return.

Please review these records and contact us by [email](#) if the 2018/19 ARCP return for these doctors needs amending.

NTN check against programme specialty names

In the 2018/19 ARCP records returned we have checked the programme specialty name for each record against the NTN and produced four reports identifying:

- Trainees missing an ARCP record for one of their dual specialties
- Trainees missing a sub-specialty ARCP record
- Trainees with an invalid dual specialty combination
- Trainees with an incorrect NTN

An ARCP record should be returned for each of the specialties listed in the NTN specialty component for each trainee. For example, if the NTN is LON/003-001/1234567/C, there

should be an ARCP record for 003 Infectious Diseases and an ARCP record for 001 General (internal) Medicine. Where a doctor spent the reporting period in one of the dual specialties, there should be an ARCP with an outcome for the one they were in training in and an ARCP record with the reason for no ARCP for the other specialty using the N code – N3 Trainee not in post long enough.

There were ARCP records for more than one specialty which are not on the list of valid specialty combinations. The list of valid specialty combinations can be found in the [National training numbers appendix on the GMC website](#).

We have also discovered some incorrect NTN. For many of these we were able to make changes to the ARCP programme specialty names to reflect the correct NTN or change the format of the NTN to correct it.

Action

If the issues described above were found in your deanery/ local office 2018/19 ARCP return we have uploaded an excel file to your ARCP document folder called,

<< Deanery/local office/region name>>ARCP_NTN_checks_201819

Where trainees are missing an ARCP record for a dual specialty or sub-specialty, we have provided all the ARCP records returned to us in 2018/19 for each doctor and the name of the missing specialty against each ARCP record. Reasons for missing dual or sub-specialty ARCP records may include an incorrect NTN or where a doctor has not had an ARCP or has an outcome 8 and this has only been reported against one of the programme specialties in the NTN specialty component.

We have checked the invalid NTN specialty combinations with colleagues in the GMC curricula and approvals team and we ask you to please check if the specialties included in the NTN and the ARCP records returned with them are correct or if the NTN should be amended. Royal colleges and faculties are responsible for submitting applications for a new dual CCT pairing, more information can be found on the GMC website to help [apply for a new dual CCT pairing](#).

A fourth document includes all ARCP records which had an incorrect NTN and has been changed to reflect the correct programme specialty names in the ARCP records. For example, the most incorrect NTNs were for trainees completing two years of Combined infection training prior to training toward their CCT in Infectious diseases, Medical microbiology, Medical virology or Tropical medicine. NTNs such as, LON/CIT-003-001/1234567/C should be LON/CIT/1234567/C and we only require one ARCP record to reflect their progression through ST3 and ST4 in Combined infection training. We ask you to check the NTNs we have changed and please make any amends to your scripts for future data collections to ensure the correct NTN is returned with the ARCP records.

Appendix 1 ARCP Outcomes list of fields

Field name	Source	Description
GMCREFNO	Deanery/local office data collection	
ARCP_ID	GMC derived identifier – a unique consecutive number generated on load the return in the GMC's database	
REVIEWDATE	Deanery/local office ARCP data collection	Date of ARCP
ARCP_PERIOD_START_DATE	Deanery/local office ARCP data collection	Start of period that the assessment refers to
ARCP_PERIOD_END_DATE	Deanery/local office ARCP data collection	End of period that the assessment refers to
ARCP_POSTTYPE	Deanery/local office ARCP data collection	<ul style="list-style-type: none"> • FTSTA • LAT • Foundation • Core • Specialty
PRIMARY_PMQ_WORLD_REGION	LRMP	Region in which the Doctor obtained their primary medical qualification, based on the current classification of the country
LRMP_UKONLY_PMQAWARDINGBODY	LRMP	UK Medical School at which the primary medical qualification was obtained
ARCP_DATAYEAR	ARCP derived	The year in which the data were collected
DEANERY_OR_FOUNDATION_SCHOOL	Deanery/local office ARCP data collection	The Deanery/local office which submitted the data
SPECIALTY	Deanery/local office ARCP data collection	Specialty to which the ARCP refers
ARCP_TRAININGLEVELASSESSED	Deanery/local office ARCP data collection	Level of training at the point of assessment

Field name	Source	Description
ARCP_ACADEMICTRAINEE	Deanery/local office ARCP data collection	At the time of the ARCP was the trainee a defence DPMD trainee
ARCP_MILITARYTRINEE	Deanery/local office ARCP data collection	At the time of the ARCP was the trainee an academic trainee
LTFT	Deanery/local office ARCP data collection	Trainee less than full-time during any part of the period covered by the ARCP (using Period Start and Period End dates)
ARCPOUTCOME	Deanery/local office ARCP data collection	Outcome awarded at the ARCP
ARCP_OUTCOMETYPE	Deanery/local office ARCP data collection	Clinical or Combined Clinical/Academic
ARCP_UNSATOUTCOME	ARCP derived for reporting purposes from ARCPOutcome	Classified here Outcome awarded at the ARCP
ARCP_OUTCOME4	ARCP derived for reporting purposes from ARCPOutcome	
ARCP_OUTCOME5	ARCP derived for reporting purposes from ARCPOutcome	
ARCP_OUTCOMETARGET2ANDD	ARCP derived for reporting purposes from ARCPOutcome	
ARCP_OUTCOMEREPEAT3ANDE	ARCP derived for reporting purposes from ARCPOutcome	
ARCP_UNSATOUTCOMEEXCLUDE5	ARCP derived for reporting purposes from ARCPOutcome	

Field name	Source	Description
ARCP_EXAMFAILURE	ARCP derived from codes : U5 Single exam failure U6 Continual exam failure	
ARCP_UNSATOUTCOMENOTEXAM	ARCP derived for reporting purposes from ARCPOutcome and ARCP_ExamFailure	
ARCP_BENCHMARKGROUP	ARCP derived from ARCP_ProgrammeSpecialty	
ARCP_SPECIALTYBAND	ARCP derived for reporting purposes from ARCP_TrainingLevelAssessed	

Appendix 2 ARCP N codes list of fields

Field name	Source	Description
ARCP_EVENTID	GMC derived code	
GMCREFNO	Deanery/local office data collection	
ARCP_REVIEW_DATE	Deanery/local office data collection	Date of RITA or ARCP
NOOUTCOMEREASON	Deanery/local office data collection	Reason for no ARCP outcome.
REASON_DESCRIPTION		
ARCP_DATAYEAR	ARCP derived	The year in which the data were collected.
ARCP_SUBMITTINGDEANERY	Deanery/local office data collection	The Deanery/local office which submitted the data
ARCP_PROGRAMMESPECIALTY	Deanery/local office data collection	Specialty to which the ARCP/RITA refers
ARCP_TRAININGLEVELASSESSED	Deanery/local office data collection	Level of training at the point of assessment.
ARCP_SPECIALTYBAND	ARCP derived for reporting purposes from ARCP_TrainingLevelAssessed	
ARCP_BENCHMARKGROUP	ARCP derived from ARCP_ProgrammeSpecialty	

Appendix 3 ARCP U codes list of fields

Field name	Source	Description
ARCP_EVENTID	GMC derived code	
GMCREFNO	Deanery/local office data collection	
ARCP_REVIEW_DATE	Deanery/local office data collection	Date of RITA or ARCP
ARCP_DATAYEAR	ARCP derived	The year in which the data were collected.
ARCP_SUBMITTINGDEANERY	Deanery/local office data collection	The Deanery/local office which submitted the data
ARCP_PROGRAMMESPECIALTY	Deanery/local office data collection	Specialty to which the ARCP/RITA refers
ARCP_BENCHMARKGROUP	ARCP derived from ARCP_ProgrammeSpecialty	
ARCP_OUTCOMETYPE	Deanery/local office data collection	
ARCP_OUTCOME	Deanery/local office ARCP data collection	
ARCP_TRAININGLEVELASSESSED	Deanery/local office data collection	Level of training at the point of assessment
ARCP_SPECIALTYBAND	ARCP derived for reporting purposes from ARCP_TrainingLevelAssessed	
UNSATISFACTORYREASON	Deanery/local office data collection	
REASON_DESCRIPTION		

Appendix 4 Methods of de-duplicating records

DUPLICATE_TYPE	Number of cases	Number of cases kept
1 – Exact Duplicate	6	2
2 – Duplicate outcome	122	122
3 – level Duplicate	14	4
6 - Outcome and Grade at next rotation	596	594
7 - Outcome and Grade at next rotation and U codes	66	66
8 - Outcome and Grade at next rotation, TOOT and U codes	48	48
10 - Second specialty	66	20
12 - Level assessed and grade at next rotation	4	2
13 - Prog dates and 2nd specialty	8	2
14 - Stacked N codes	2	0
15 - NTN, Approval Code and programme dates	2	0
16 - ARCP, Outcome and N codes	4	2
17 - ARCP, Outcome and N codes, Grade at next rotation	6	3
18 - ARCP, Outcome and N codes, U codes, Grade at next rotation	2	1
TOTAL	946	866
Manually reviewed	104	56