

## ARCP and RITA Data Collection 2012 – Briefing Note 1

### Introduction

The GMC and COPMeD undertake an annual joint project to report on trainee doctors' progress through national GP and specialty training programmes.

This technical briefing note is for Postgraduate Deanery teams who provide ARCP and RITA outcome data to the GMC each year.

This note covers the ARCP/RITA data for the training year 2011 to 2012.

**This year there are additional items in the dataset;** these are detailed below in the table of fields and flagged as new.

### Indicative Project timetable

Date	Steps
July 2012	<b>GMC</b> to issue: Reference Table - This will include a full-list of acceptable specialty values and valid specialty level combinations. <b>Deaneries</b> to confirm: ARCP/RITA Project 2011/12 leads to receive email correspondence and GMC Connect passwords
September 2012 <i>tbc</i>	Validation spreadsheet to check that deanery data matches the reference table (note we will be working on a validation tool similar to the one we used for the Trainee Survey).
<b>31 October 2012</b>	Deaneries submit complete data sets via GMC Connect (note this timing is the same as the due date for the next deanery report).
January 2013	Reports available under password on the GMC reporting platform
Spring 2013	Reports placed in the public domain

### Submission instructions

Data must be submitted via GMC Connect. Please contact Kevin Connor 020 7189 5475 or [kconner@gmc-uk.org](mailto:kconner@gmc-uk.org) if you have any queries. All data will be held on GMC systems. Analysis will be undertaken on the GMC network.

### Enquiries

Daniel Smith, Mob: 07801 331 738, [quality@gmc-uk.org](mailto:quality@gmc-uk.org)

## Scope of ARCP/RITA Data Collection

The data should cover:

- All ARCP/RITA events and their outcomes (there may be multiple outcomes for one event) that occurred between Wednesday 3<sup>rd</sup> August 2011 and Tuesday 7<sup>th</sup> August 2012.

and

- All trainees in a deanery programme for any length of time during this reporting period.

The specialty to which the ARCP refers to must be the trainee's programme specialty, as per their NTN or DRN. Please do not record a trainee's post specialty in the programme specialty field.

The data should NOT include: dentists or non-medical public health trainees as the GMC does not have a statutory responsibility for these trainees.

### ***Approach to trainees on multiple programmes/ leading to multiple CCTs***

Each row of the dataset should consist of one ARCP or RITA outcome per programme. For many events there will only be one row, but there are occasions when more than one row of data is required, for instance dual-CCT trainees:

Dual-CCT trainees should have one outcome per specialty. E.g. trainees with General (Internal) Medicine as second specialty should have a separate outcome recorded for G(I)M. This request was highlighted by The Joint Royal Colleges of Physicians Specialty Advisory Committee for General Internal Medicine:

*"It is common practice currently for General Internal Medicine to be assessed together with another specialty but the ARCP form frequently does not refer to General Internal Medicine at all. Recent reports on unsatisfactory ARCP outcomes published by the GMC reported 1,662 ARCP outcomes for GIM nationally in 2010 – 2011. With around 3,500 trainees enrolled on a GIM programme in the UK it is clear that we are missing the outcome data for over half of the GIM trainees.*

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Dr Brian Bourke

JRCPTB SAC Chair, General Internal Medicine, 13 February 2012

If a trainee was in multiple programmes for a given ARCP event then there should be multiple rows in the return so that ALL the programmes the ARCP event refers to are

listed. If a trainee was in Programme A for part of the period and Programme B for the second part of the period the ARCP refers to then there should be 2 rows of data

### **ACCS Trainees**

To ensure reporting by ACCS theme please ensure your ACCS training is approved by theme, i.e. one approval code per ACCS theme. The GMC uses approval codes to determine specialty and track outcomes against training programmes on data returns.

### **New fields**

#### **Revalidation dates**

To assist with the implementation of revalidation, this year we have requested the trainees' revalidation date as listed in deanery systems. The GMC will compare this to revalidation dates generated from registration information to identify potential areas of discrepancy between GMC and deanery data.

#### **Academic Trainees**

Guidance from The Academy of Medical Sciences *Guidelines for monitoring academic training and progress* (September 2011) indicated that only one outcome should be recorded as this is the outcome of the joint process. Deaneries will need to record separately whether trainees remain on the academic programme as per the requirement of the guidelines:

*“Although the panel is assessing both clinical and academic outcomes, if sufficient academic progress has not been achieved the trainee should not be given an outcome 2 or 3. There may however be consideration as to whether the trainee remains on the academic programme or whether they should return to the clinical training programme.”*

#### **Sub-specialty programmes**

To date, the GMC has not separately identified sub-specialty training within the approved specialty training programmes. However this has meant that there are limitations in the ability to track where sub-specialty training is delivered and the number of trainees undertaking sub-specialty training. The GMC will therefore be setting up a project to review the approach and to assist with this we are requesting information on the number of trainees who are undertaking sub-specialty training as part of this data collection.

### **Equalities and Diversity Data**

Please do not include E&D data. The GMC will link the ARCP/RITA data to E&D data collected in the trainee survey. The collection notice on the screen for the E&D questions in the National Trainee Survey has been changed to make it clear the information trainees share will be used to help regulate medical education and make

sure progression through GMC approved training programmes is fair and free from discrimination.

## ReadMe Sheet

To assist in our evaluation of the work and ensure nothing is lost, please document the following WITHIN the file on a separate worksheet:

### Assumptions

- Issues – for example notes on the reliability of a particular field
- Source field of the data – this is especially important for Hicom deaneries for which we have been informed different deaneries are using different fields
- Any formulae used to derive the values in a given field, if the value does not come directly from an existing field

Please include in your documentation anything you have previously raised with us to ensure nothing is lost.

### Table of fields required in the data return

Field	Description	Format	Possible values	Complete for
GMC number		String 7 characters	As per GMC register.	All rows
Review Date	Date of RITA or ARCP Event	DD/MM/YYYY	Must be between 03/08/2011 and 07/08/2012	With ARCP only
<b>Date of expected revalidation: (NEW)</b>		DD/MM/YYYY		All rows
Period Start Date	Start of period that the assessment refers to	DD/MM/YYYY	Must be more recent than 04/08/2010	With ARCP only
Period End Date	End of period that the assessment refers to	DD/MM/YYYY		With ARCP only
Level assessed	Grade of trainee at the point of assessment or at the point of the missed assessment	String	CT1, CT2, CT3, ST1, ST2, ST3, ST4, ST5, ST6, ST7, ST8 and SpR	All rows
Post type	FTSTA/LAT	String	FTSTA LAT Core Specialty	All rows
Military Trainee	At the time of the ARCP/RITA was the trainee a	String	Yes No	All rows

Field	Description	Format	Possible values	Complete for
	defence DPMD trainee			
Academic Trainee	At the time of the ARCP/RITA was the trainee an academic trainee	String	ACF CL ACL No	All rows
<b>Remain on academic programme (NEW)</b>			<b>Yes</b> <b>No</b>	<b>Academic trainees only</b>
Programme start date		DD/MM/YYYY		All rows
Estimated or where available actual CCT date or programme end date for core programmes or programme end date if the trainee moved programmes		DD/MM/YYYY		All rows
GMC programme approval code to which ARCP/RITA refers	The GMC (PMETB) programme approval code	String	As per GMC data on GMC Connect	All rows
NTN or DRN at the point the ARCP/RITA was conducted NOT at the point this report is generated	National Training Number/ Deanery Reference Number [DN: Get Scotland format]	i. three letters which identify the Deanery, ii. three digits for the specialty or core specialty in which the CCT training programme is being. Some codes are different in Scotland iii. three digits to identify the individual holder ("the individual identifier" element); e.g. 324 and iv. a single letter suffix to identify other classifications.		All rows

Field	Description	Format	Possible values	Complete for
Specialty to which the ARCP/RITA refers/would have referred	CCT programme list or core programme	String (code or name)		All rows
Specialty 2 to which the ARCP/RITA refers for dual-CCT/would have referred [Separate rows]	CCT programme list or core programme	String (code or name)		All rows
<b>Sub-specialty to which the ARCP/RITA refers (NEW)</b>	Sub-specialty value	String		All rows
Less than full-time	Trainee less than full-time during any part of the period covered by the ARCP (using Period Start and Period End dates)	String	Yes No	All rows
Outcome	ARCP or RITA outcome. Note for outcome 8 OOPC does NOT include Maternity leave.	String	1,2, 3, 4, 5, 6, 7.1,7.2,7.3,7.4, 7.5, 8, 9 OR C, D, E, F, G	With ARCP only
Outcome Type		String	Clinical Academic	With ARCP only
Reason for no ARCP/RITA		For deaneries that have implemented the new ARCP form these data can be checkbox 0/1 fields (one field per reason with a 1 indicating presence of the given reason); for deaneries that have not implemented the new ARCP form these data can be in	Trainee Sick Leave Trainee Maternity/Paternity Leave Trainee not In Post Long Enough Trainee fell outside annual reporting period Trainee Post CCT Trainee Missed Review Trainee Inter Deanery Transfer Trainee reviewed in other Deanery Trainee Contract Termination Trainee Alleged Gross Misconduct Trainee	No ARCP only

Field	Description	Format	Possible values	Complete for
		string format in one field or checkbox 0/1 fields.	Suspension Other reason	
Reason for no ARCP – other		String	Free text	No ARCP only – where other selected
Reason(s) for unsatisfactory outcome. <b>List all that apply</b>		For deaneries that have implemented the new ARCP form these data can be checkbox 0/1 fields (one field per reason with a 1 indicating presence of the given reason); for deaneries that have not implemented the new ARCP form these data can be in string format in one field or checkbox 0/1 fields.	Record Keeping and Evidence Inadequate Experience Inadequate Engagement with Supervisor Trainer Absence Single Exam Failure Continual Exam Failure Trainee requires Deanery Support Other reason	Cases with ARCP, unsatisfactory outcome – 2, 3,4, 7.2, 7.3, 7.4, D, E