ARCP and RITA Data Collection 2014 – Briefing Note 2

Introduction

This note summarises the changes to the ARCP 2014 validation tool. The validation tool was released to Deanery and LETB staff working on the annual return on 5 September 2014.

This note should be read in conjunction with Briefing Note 1 issued on issued 25 June 2014

ARCP validation tool 2014 – Changes

Including foundation trainees

The tool will allow data from foundation trainees.

The "Programme Start Date is not after full registration date" validation error will be updated to exclude Foundation trainees from this check (as they will not have a full registration date).

Using previous surnames

Where a doctor's surname does not match the GMC number provided in the ARCP return, the validation tool will look-up the doctor's most recent previous surname (where applicable) and return this in a new information column (called 'Doctor's previous Surname'). The date of the name change will also be returned in a new information column (called 'Date of name change')

If the surname provided matches the doctor's previous surname, the following warning will be returned:

"Doctor has updated their surname on the GMC register; your records reflect the previous surname"

and the existing "Surname does not match the GMC reference number provided" error **will not** be returned.

Level Assessed

The "Level Assessed" field will only be mandatory for trainees who have had an ARCP. Therefore the "Level Assessed is missing", "Level Assessed is invalid" and "Level Assessed is invalid for specialty of ARCP" checks will be updated so that they only apply to trainees whose "ARCP" value is "Yes".

Exclude Core Academic trainees from the NTN specialty and specialty supplied check.

Academic trainees can be on core programmes despite having an NTN with a specialty code. Therefore the "NTN/DRN specialty and specialty supplied DO NOT match" check should not apply to trainees whose "Post Type" value is "Core" AND whose "Academic Trainee" value is not "No" (ie they are an academic trainee in a Core post).

Change minimum programme length check to a warning only.

There are instances where trainees fail the "Minimum programme length is 23 months" validation error for *bona fide* reasons (such as trainees who have joined the programme mid-training or trainees who were appointed to a higher starting level due to prior experience). As such, the "Minimum programme length is 23 months" check will be changed from a validation error to a validation warning.

New check added to the programme length check for Foundation trainees (700 days).

Exclude NTN "075" and "AEM" from the NTN Specialty check

There are inconsistencies in the use of NTN code "075", which resulted in validation errors. To get around this issue, code "075" is excluded from the "NTN/DRN specialty and specialty supplied DO NOT match" validation check. Acute Care Common Stem (Emergency Medicine) is also excluded from these checks as some trainees will have converted to run-through and will have a '030' code not an 'AEM' code, but we require them to be reported as Acute Care Common Stem (Emergency Medicine).

Check for duplicate records

A new validation check has been implemented to prevent deaneries from returning duplicate returns for trainees. The duplicate check functionality will return a validation error (against all records deemed to be a duplicate), where more than one record has the same values for the following columns:

- GMC Number
- Review Date
- Period Start Date
- Period End Date
- Programme Specialty
- Level Assessed
- Outcome Type

Amend "Outcome" format to string

The "Outcome" column contains multiple data types, which causes issues when importing the data into MS Access for reporting purposes. The validation tool will be amended such that the 'Validate Data' macro will automatically re-configure the "Outcome" data type to "string" (the new values will overwrite the existing values within the existing "Outcome" column).

Remove "Date of Expected Revalidation" check

The "Date of Expected Revalidation" is now catered for via the Revalidation API, so this column and associated "Revalidation Date is missing" validation warning has been removed from the validation tool.

Allow sorting on ARCP Data sheet

The inability to sort on a protected sheet in Excel is a known product defect. A work-around to this issue has been delivered through the introduction of a series of 'Sort' buttons which allow users to sort the data in ascending order for specified columns:

- ARCP
- Review Date
- Programme Specialty
- Outcome Type

Validate that the "Period Start Date" is before the "Review Date"

The validation tool has been amended to include a new validation check to ensure that the trainees' "Period Start Date" is before their "Review Date". If the "Period Start Date" is on the same day or after the "Review Date", a new validation error is returned.

It will return the following message: "Please check the dates for this case. Period start date must be before the review data"

Academic check

If Academic Trainee Field = "No" then Academic continue must be blank.

The N codes match the codes used in the ARCP Foundation Guide May 2014 (pdf)

2013 validation tool	2014 validation tool
N16 Dismissed no remedial training	N16 Dismissed
N17 Dismissed received remedial training	N17 Dismissed no remedial training
N18 Dismissed no GMC referral	N18 Dismissed received remedial training
N19 Dismissed – following GMC referral	N19 Dismissed no GMC referral
N20 Resignation no remedial training undertaken	N20 Dismissed - following GMC referral
N21 Resignation received remedial training	N21 Resignation no remedial training undertaken
Did Not Exist	N22 Resignation received remedial training