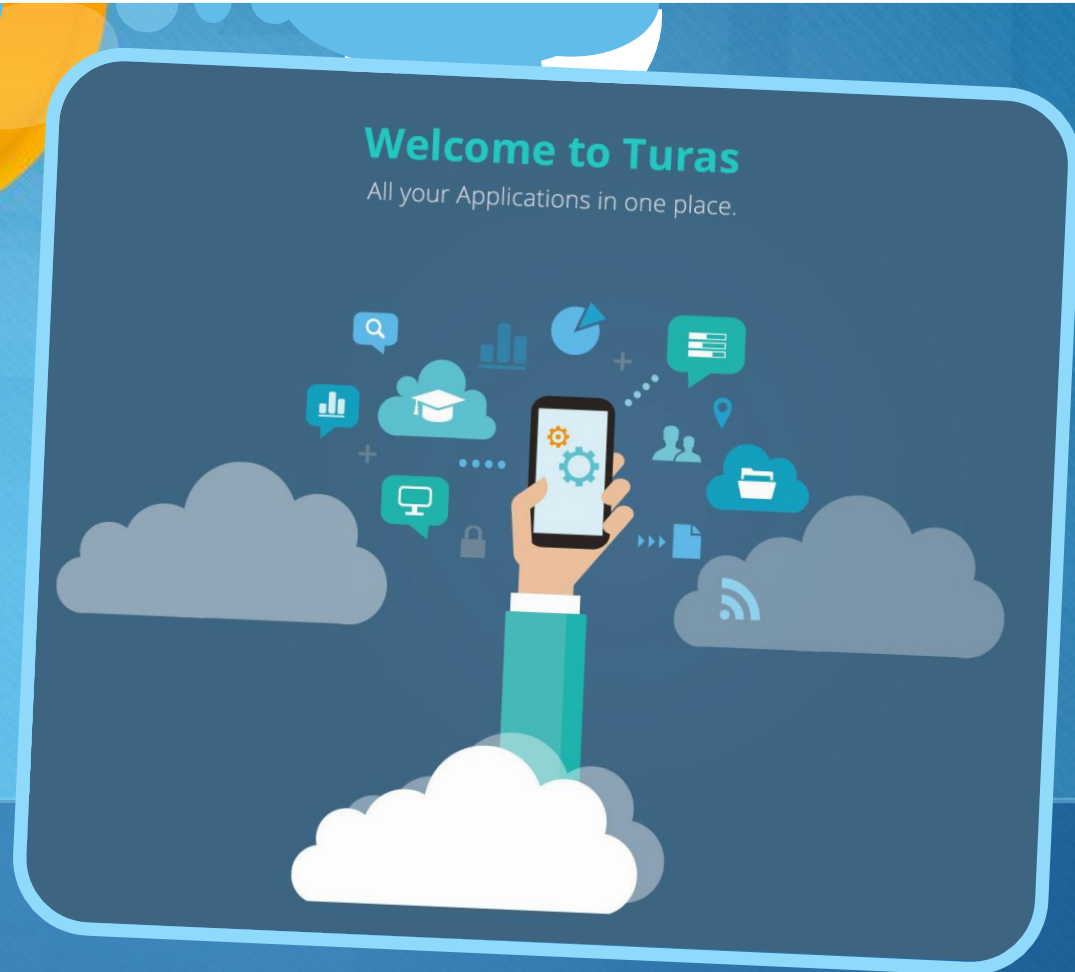# Maximising your TURAS Portfolio

Trainee's Presentation
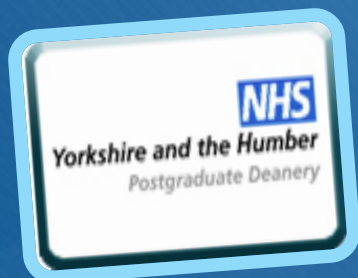
Adam Holder
Former DCT – Yorkshire and Humber Deanery

TURAS Digital Portfolio

Key concepts

- The portfolio is used to demonstrate reflective practice

- Use it as a formal log for your work and experiences throughout the DCT post

- Can be utilised for further tasks such as multi-source feedback

- It forms the basis of the ARCP process

- Little and often is key

Logging in

- Should have been given your login details for your Turas account by now

- Ideally you should have had a brief explore of the entire site

- You may have already completed an SLE and / or meeting

- If you have any issues, speak to your educational supervisor

Portfolio - Trainee Homepage

Ticket Status

No outstanding tickets found.

My Progress Summary

Curriculum coverage   ⊞

Supervised learning events (SLEs)   ⊞

Multi-source Feedback (MSF)   ⊞

Reflections   ⊟

Number of reflections completed for the current year.

Year (DCT2)
17 completed

Quick Reflection Starter

Post *
-- Please Select --   ▾

Focus of reflection *
-- Please Select --   ▾

When did it happen? *
05/09/2017   📅

Title of Reflection *

Current Status

Grade: DCT2

Dates: 07/09/2016 to 06/09/2017

Education Provider: Sheffield Community

Specialty: Dentistry

Educational Supervisors

The Curriculum

A brief overview

COPDEND DCT Curriculum

○ Draft document published in August 2016

○ Approved December 2016

○ Provides a guide as to the ideal education requirements expected of a DCT

○ This doesn't just apply to MaxFax, applies to all specialties including paediatrics, restorative, etc

○ It is wise to 'marry up' your own TURAS portfolio as closely to the DCT portfolio as possible

TURAS Portfolio Curriculum

The TURAS curriculum is split into four subcategories:

1. Professional Behaviour and Trust

2. Communication, teamworking and leadership

3. Clinical safety and quality

4. Clinical care

Linking portfolio to curriculum

- Almost everything you input into the portfolio can be linked to the TURAS curriculum

- This includes SLE's and reflections

- Over time you will see your curriculum coverage increase

- **Don't link more than 2 criteria to each entry however**

- Sufficiently covering the curriculum is a requirement for successful ARCP completion

Personal Development Plan

Also known as PDP

The PDP

- Has a dedicated section on TURAS

- The PDP's you set need to be agreed with your educational supervisor

- There is no set number of PDP's that you have to log, however using the COPDEND DCT curriculum is a good guide

- For example for Community Dentistry, there are 20 criteria listed for assessment

Meetings

Meetings overview

○ Essential part of your portfolio, and your training year overall

○ The meetings are between you and your educational supervisor

○ Meetings have to be held regularly - at least 3 documented meetings expected in a year

○ These 3 essential meetings are - Initial meeting, Interim / general meeting, and Final Structured report.

○ The meetings are also used to help when performing the final assessment for ARCP purposes

SUPERVISED LEARNING EVENTS

Also known as SLE's

Essential requirements

- Minimum of 24 Supervised Learning Events (SLE's) must be completed in the year

- SLE's fall into different domains – try and have as good a spread of SLE's as possible

- 15 SLE's need to be completed by IRCP in March (at least 4 DOPS, 2CBDs and 2 Cex)

- At least 24 by the ARCP date in July - **not end of year** - (at least 8 DOPs, 4 CBDs, 4 Cex and 1 developing the Clinical Teacher)

- Therefore you need to be averaging around 3 a month between now and June

Categories of SLE's

- Mini – clinical evaluation exercise

- Developing the clinical teacher

- Case based discussion

- Direct observation of procedural skills

Categories of SLE's   (2)

- **Mini – clinical evaluation exercise**
  Such as – "Mutlidisciplinary care of patient under GA"

- **Developing the clinical teacher**
  Such as – "Delivery of teaching to junior doctors"

Categories of SLE's   (3)

○ **Case based discussion**
  Such as "Referral of patient to consultant clinic"

○ **Direct observation of procedural skills**
  Such as "Surgical extraction of tooth"

Reflections

Reflections

- Reflecting throughout a trainee's portfolio is essential, and reflecting forms a mandatory part of trainee's CPD documentation.

- However the 'Reflections' section itself on TURAS is optional

- This is because a trainee may wish to integrate their reflective practice within an event or an SLE logged elsewhere on the portfolio

- The Reflections section may be used in instances where an SLE isn't the best reflective option, and can be linked to your TURAS curriculum

- Useful to "reflect on your reflections" over the course of the year

Multisource feedback

Ideally to be done twice in the year

Multisource feedback

- May have done this in DFT year, or if you've worked in practice

- The aim is to get honest, constructive feedback from your work colleagues

- The better the spread and the more people you get feedback from, the better

- Requires a minimum of 10 responses to be completed

- Your educational supervisor reads the responses and then releases the anonymous results to you

Other sections include Quality improvement and Achievements

In these sections you can add things like audits, literature reviews, your CPD log, poster presentations and journal articles etc to your TURAS portfolio

ARCP

ARCP

- Interim RCP in March (also known as IRCP)

- Final RCP in July each year (Also known as ARCP)

- Portfolio must be completed and up to date before the deadline

- Must include a log of trainee's work, e.g. how many surgical extractions performed – (can use RCS eLogbook or similar for this)

- The process of ARCP is complemented by the meetings the trainee has held with you over the course of the year

- Aim is to get an "Outcome 1" for the DCT year

Marathon not a sprint

- The portfolio can be your friend

- But you have to dedicate time and effort to make it a success

- The key is "little and often"

- Ask as often as possible (where appropriate) to do more supervised learning events etc

- Ensure your meetings are held regularly and that these are well documented, as it really helps with ARCP – at least 3 documented meetings expected in a year

- Don't leave things until the last minute

- Reflect on what you've learnt and achieved over the year using the portfolio

- Save a record of your portfolio after you complete your ARCP

References / Resources

- Turas Digital Portfolio

- COPDEND DCT Curriculum 2016 - http://www.copdend.org/content.aspx?Group=foundation&Page=2017%20recruitment