### Summary of Evidence for ARCP for all Y&H Dental Specialty Trainees

**Setting up a placement and learning agreement on ISCP:**

Placements are set up by the trainee by: Dashboard – Trainee Setup – Training History – Add a New Placement. (or by Add – Training History – Placement)

Please note that placement dates should be set up from ARCP to ARCP. There should be no overlap in placements nor gaps between placements.

<table>
<thead>
<tr>
<th>Evidence</th>
<th>For Trainees</th>
<th>For ARCP panel</th>
</tr>
</thead>
<tbody>
<tr>
<td>Red = essential</td>
<td></td>
<td>Location on ISCP at ARCP:</td>
</tr>
<tr>
<td></td>
<td>Location to upload on ISCP:</td>
<td>(Trainee Progress – Viewing - )</td>
</tr>
<tr>
<td>Up to date CV</td>
<td>Dashboard – Trainee Setup –</td>
<td>Summary</td>
</tr>
<tr>
<td></td>
<td>Upload a CV</td>
<td></td>
</tr>
<tr>
<td>Clinical Supervisor Comments</td>
<td>Clinical supervisors should be prompted by ISCP to complete these fields. Trainees can also email clinical supervisors to request they do this prior to lockdown. Once clinical supervisors have completed their report this should be visible within the current learning agreement.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>In order for clinical supervisors to be able to add a comment, clinical supervisors must be added to the current ‘placement’ by the trainee. This should be done when setting up a new placement. Alternatively, if a placement is already set up and you need to add a clinical supervisor retrospectively, go to: dashboard – trainee set up - training history, click on the current placement, retract, edit accordingly and re-submit placement.</td>
<td></td>
</tr>
<tr>
<td>AES Report</td>
<td>Learning – Your Placements &amp; Learning Agreement – click on current placement. All aspects of the objective setting, interim review and final review meetings need to be completed to be able to open up and complete</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Progress – Learning Agreement – Current ARCP Period</td>
</tr>
</tbody>
</table>

**Note:**

- **Evidence Red = essential**
- **Location to upload on ISCP:**
  - Dashboard – Trainee Setup – Upload a CV
- **Location on ISCP at ARCP:**
  - (Trainee Progress – Viewing - )
<table>
<thead>
<tr>
<th>Section</th>
<th>Evidence Type</th>
<th>Additional Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Logbook</td>
<td>Add – Other Evidence - Miscellaneous</td>
<td>Evidence – Other Evidence - Miscellaneous</td>
</tr>
<tr>
<td>Collated Clinical supervisors Assessment form.</td>
<td>Add – Other Evidence – Miscellaneous.</td>
<td>Evidence – Other Evidence - Miscellaneous</td>
</tr>
<tr>
<td></td>
<td></td>
<td>A Clinical Supervisor Recommend Outcomes Form should be sent to all clinical supervisors. Each CS should complete and send this form to the ES who shall collate all the responses. The collated form is then shared with the trainee and uploaded by the trainee.</td>
</tr>
<tr>
<td>Academic progress Report (for academic trainees only)</td>
<td>Add – Other Evidence – Miscellaneous.</td>
<td>Evidence – Other Evidence - Miscellaneous</td>
</tr>
<tr>
<td>PDP</td>
<td>Add – Other Forms - PDP</td>
<td>Other Forms</td>
</tr>
<tr>
<td>Direct Observation of Procedural Skills (DOPS)*</td>
<td>Add – Evidence - DOPS</td>
<td>Evidence</td>
</tr>
<tr>
<td>Clinical Evaluation Exercise (CEX)*</td>
<td>Add – Evidence - CEX</td>
<td>Evidence</td>
</tr>
<tr>
<td>Case Based Discussion (CBD)*</td>
<td>Add – Evidence - CBD</td>
<td>Evidence</td>
</tr>
<tr>
<td>Participation in Audit</td>
<td>Add – Other Evidence - Audit</td>
<td>Evidence – Other Evidence</td>
</tr>
<tr>
<td>------------------------</td>
<td>-----------------------------</td>
<td>---------------------------</td>
</tr>
<tr>
<td>Multi-Source Feedback (MSF)*</td>
<td>Add – Evidence - MSF</td>
<td>Evidence</td>
</tr>
<tr>
<td>CPD</td>
<td>Add – Other Evidence – Miscellaneous</td>
<td>Evidence – Other Evidence - Miscellaneous</td>
</tr>
<tr>
<td>A CPD log should be uploaded in a format that meets GDC enhanced CPD requirements. A CPD activity log template can be found on the GDC website.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Examinations</td>
<td>Add – Other Evidence - Examinations</td>
<td>Evidence – Other Evidence</td>
</tr>
<tr>
<td>Patient Feedback</td>
<td>Add - Other Evidence – Patient Feedback received</td>
<td>Evidence – Other Evidence</td>
</tr>
<tr>
<td>Presentations</td>
<td>Add - Other Evidence – Presentation</td>
<td>Evidence – Other Evidence</td>
</tr>
<tr>
<td>Research</td>
<td>Add - Other Evidence – Research</td>
<td>Evidence – Other Evidence</td>
</tr>
<tr>
<td>Teaching</td>
<td>Add - Other Evidence – Teaching sessions by trainee</td>
<td>Evidence – Other Evidence</td>
</tr>
<tr>
<td>Positions of responsibility</td>
<td>Add - Other Evidence – Positions of Responsibility</td>
<td>Evidence – Other Evidence</td>
</tr>
<tr>
<td>Significant Events</td>
<td>Add - Other Evidence – Significant Event/Critical Incident</td>
<td>Evidence – Other Evidence</td>
</tr>
<tr>
<td>Awards &amp; Prizes</td>
<td>Add – Other Evidence – Awards &amp; Prizes</td>
<td>Evidence – Other Evidence</td>
</tr>
<tr>
<td>Publication</td>
<td>Add – Other Evidence - Publication</td>
<td>Evidence – Other Evidence</td>
</tr>
<tr>
<td>Project</td>
<td>Add – Other Evidence - Project</td>
<td>Evidence – Other Evidence</td>
</tr>
<tr>
<td>Rota</td>
<td>Add – Other Forms - Rota</td>
<td>Other Forms</td>
</tr>
<tr>
<td>Journal Entry</td>
<td>Add – Other Forms – Journal Entry</td>
<td>Other Forms</td>
</tr>
<tr>
<td>--------------------------------------------------</td>
<td>-----------------------------------------------------------------------------------------------</td>
<td>----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Assessment of Audit (AoA).</td>
<td>Add – Evidence – AoA/CEXC/OoT/PBA</td>
<td>Evidence</td>
</tr>
<tr>
<td>Clinical Evaluation Exercise for Consent (CEXC).</td>
<td>These items are not currently in routine use but may be added under specific circumstances</td>
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</tr>
<tr>
<td>Observation of Teaching (OoT).</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Procedure Based Assessment (PBA)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*See SAC Guidance for numbers