

**Review of Competence Progression (RCP)
Outcomes Form**

Trainee Full Name							
Trainee Title							
Training Programme / Specialty							
National Training Number							
GDC Number GMC if applicable							
Grade / Year of Training							
Entry to Grade Date							
CCST / End of Training Date							
Gender			Immigration Status				
Educational Supervisor							
Date of review							
Period covered From			Period covered To				
Panel Members Lay Rep, TPD, External Rep, Academic, etc.			1.				
			2.				
			3.				
			4.				
			5.				
			6.				
Approved clinical training gained through the period				From			
				To			
Grade of training programme reviewed Please insert ✓		ACF	CL	Specialty Trainee	Core Trainee	LAT	Post-CCST
or Other State							
Placement / Post / Experience			Date from	Date to	In / Out of Programme		FT / PT as %
1.							
2.							
3.							

4.					
Evidence considered					
Please insert ✓					
1. Structured report		2. Clinical Logbook		3. PDP with CPD Log	
4. WBA Forms		5. Trainee Feedback Form		6. Report on academic progress	
Other State					

RECOMMENDED OUTCOMES FROM THE PANEL					
Satisfactory Progress					Please insert ✓
1	Achieving progress and competencies at the expected rate				
Inadequate Progress or Insufficient Evidence (also complete Supplementary Evidence section)					
2	Development of specific competences required – additional training time not required				
3	Inadequate progress by the trainee – additional training time required				
4	Released from training / academic programme with or without specified competences				
5	Incomplete evidence presented – additional training time may be required				
Recommendation for completion of training					
6	Gained all required competences and outcomes				
Outcomes for Trainees on Out of Programme (evidence of progress must be provided)					
8	OOPE (Experience)				
	OOPR (Research)				
	OOPT (Training)				
	OOPC (Career Break)				
Panel Chair					
Signature				Date	
Trainee's Signature				Date	
Postgraduate Dental Dean					
Signature				Date	

**SUPPLEMENTARY EVIDENCE for trainees with
OUTCOMES REQUIRING DEVELOPMENT**

Recommended Outcome	Date from	Date to	In / Out of Programme?	FT / PT as %
Detailed reasons for recommended outcome:				
Discussion with trainee				
Mitigating circumstances				
Competences which need to be developed				
Recommended actions				
Recommended additional training time (if required)				
Date of Next Review				
Panel Chair's Signature			Date	
Trainee's Signature			Date	
PGDD's Signature			Date	

These documents should be forwarded to:

- the Training Programme Director (who must ensure that the trainee receives a copy through the further appraisal and planning process).
- the SAC if the trainee is on a CCST programme.

By signing the form, the trainee is indicating that they understand and agree that the information will be shared with other parties involved in their training as outlined above.

Supplementary information for trainees who had a non-standard review outcome

Code	Insert ✓	Reason for outcome requiring development	Explanatory notes
U1		Record Keeping and Evidence	Trainee failed to satisfactorily maintain their e-portfolio including completing the recommended number of Work Placed Based Reviews; Audits; Research; structured Education Supervisors report; in accordance with recommendations for that particular year of training.
U2		Inadequate Experience	Training post(s) did not provide the appropriate experience for the year of training being assessed in order to progress. As a result, the trainee was unable to satisfy the curriculum requirements for the year of training.
U3		No Engagement with Supervisor	Trainee failed to engage with the assigned educational supervisor.
U4		Trainer Absence	Nominated educational supervisor or trainer did not provide the appropriate training and support to the Trainee because of their absence on a sabbatical; through illness or other reasons; and no nominated educational supervisor deputy took over to ensure that an appropriate level of training was maintained.
U5		Single Exam Failure	Trainee failed to satisfy the respective Royal College/Faculty examination requirements to progress to the next year of training.
U6		Continual Exam Failure	Trainee failed to pass the respective Royal College/Faculty examination within the allowable number of examination attempts following a number of re-sits and is therefore unable to progress any further in this Specialty.
U7		Trainee requires additional Support	Trainee has issues to do with their professional personal skills for example: - behaviour / conduct / attitude / confidence / time keeping / communications skills etc and requires additional support.
U8		Other reason	

The trainee signature on the form indicates that they understand the recommendations arising from the review. It does not imply they accept or agree with them and they can have the recommendation reviewed as well as the right of appeal as delineated in the Dental Gold Guide.

Additional information for trainees who DID NOT HAVE A REVIEW

Code	Insert ✓	Reason for outcome requiring development	Explanatory notes
N1		Trainee Sick Leave	Trainee on long term sickness or other health issues have impacted on ability to complete the year of training being reviewed.
N2		Trainee Maternity/Paternity Leave	Trainee cannot be reviewed whilst on maternity leave.
N3		Trainee not in post long enough	Too soon to complete a meaningful Annual Review within the RCP reporting period.
N4		Trainee Missed Review	Trainee did not participate in the review for unknown reasons.
N5		Trainee reviewed in other Deanery/HEE Local Office	Trainee working in another Deanery who completed RCP.
N6		Trainee Contract Termination	Trainee left and had their NTN removed due to lack of progression without achieving competencies to a satisfactory level.
N7		Trainee Gross Misconduct	Trainee currently suspended from training either as a result of GDC Suspension or local Trust or other local disciplinary proceedings.
N8		Trainee Suspension	Trainee suspended for reasons other than gross misconduct.
N9		Other reason	