**E-Portfolio WPBA Quick Reference Guide**

**ST1**

* 6 COTs/ miniCEXs
* 6 CBDs
* CEPS (including any mandatory assessments documented in learning log)
* 2 x MSFs (each of 5 clinicians; except if completed in GP ST1 placement when 10 responses required of 5 clinicians, 5 non-clinicians). Complete in month 5/6 and then 2-4 months later.
* 1 CSR per post (includes GP and hospital placements. NB. 8 month paediatric placement only requires 1 CSR)
* 2 ESRs if FT, but if LTFT the requirement is 2 ESRs per calendar year.
* At least 2 clinical learning logs per month (with additional logs for other learning such as CEPS, SEAs, OOH, tutorials)
* 1 placement planning meeting learning log entry following meeting with each new clinical supervisor.
* Recommended 1 PDP item per post
* GMC survey completion code entered as learning log

**ST2**

* 6 COTs/ miniCEXs
* 6 CBDs
* CEPS (including any mandatory assessments documented in learning log)
* 1 CSR per post (includes GP and hospital placements. NB. 8 month paediatric placement only requires 1 CSR)
* 2 ESRs if FT, but if LTFT the requirement is 2 ESRs per calendar year.
* At least 2 clinical learning logs per month (with additional logs for other learning such as CEPS, SEAs, OOH, tutorials)
* 1 placement planning meeting learning log entry following meeting with each new clinical supervisor.
* Recommended 1 PDP item per post
* GMC survey completion code entered as learning log

**GP ITP (whether in ST 1 or 2)**

* Acute unscheduled care / OOH and document in learning, preferably with running total of hours (24 hours in ITP)
* 1 x PSQ (of at least 40 respondents)

**ST3**

* 12 COTs (at least 1 audio COT; up to 3 can count towards overall number of COTs)
* 12 CBDs
* CEPS -5 mandatory (male genital, female genital, rectal, prostate and breast examinations) and range of other CEPS in learning log
* 2 x MSFs (each of 5 clinicians and 5 non-clinicians). Complete in month 28-30 and then 2-4 months later
* 1 x PSQ (of at least 40 respondents)
* 2 ESRs if FT, but if LTFT the requirement is 2 ESRs per calendar year.
* At least 2 clinical learning logs per month (with additional logs for other learning such as CEPS, SEAs, OOH, tutorials)
* PDP entry for each review
* Acute unscheduled care / OOH and document in learning, preferably with running total of hours (72 hours in ST3)
* Level 3 Child Safeguarding entered as learning log (must be a current certificate) and a minimum of 1 learning log entry to demonstrate understanding of child safeguarding
* CPR and AED training entered as learning log
* Audit or QIP project entered as learning log
* Leadership project entered as learning log
* GMC survey completion code entered as learning log

**Additionally a Form R declaration MUST be completed prior to each ARCP panel and entered as a learning log with a copy of Form R uploaded as an attachment.**

**For more in depth information go to:**

[**http://www.rcgp.org.uk/training-exams/training/mrcgp-workplace-based-assessment-wpba.aspx**](http://www.rcgp.org.uk/training-exams/training/mrcgp-workplace-based-assessment-wpba.aspx)