



SIMPLE GUIDE TO CURRICULUM 2024

[PART A - FOR RESIDENT DOCTORS \[click\]](#)

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JARGON BUSTER	
Term	Abbreviation
ARCP	Annual Review of Competency Progression
CbD	Case-based Discussion
CCT	Certificate of Completion of Training
CPD	Continuing Professional Development
CRS	Clinical Rating Scale
DOPS/DOPSBi	Direct Observation of Procedural Skills/for Biometry
EPA	Entrustable Professional Activity
ES	Educational Supervisor
ESR	Educational Supervisor Report
GSAT	Generic Skills Assessment Tool
MAR	Multi Assessor Report
MSF	Multi Source Feedback
NCS	Named Clinical Supervisor
OSATS	Objective Structured Assessment of Technical Skills
OST	Ophthalmic Specialist Training
PDP	Professional Development Plan
WpBA	Workplace-based Assessment

PART A – FOR RESIDENT DOCTORS

GETTING STARTED	
Task	Find out more
Understand where you are in the Curriculum, what your current Level is and what you need to do to progress	Curriculum Handbook Matrix of Progression
Familiarise yourself with the ePortfolio	How to use your new ePortfolio FourteenFish RCOphth Training Portfolio



Make sure you meet with your NCS and Educational Supervisor ES as early as you can in your rotation.

ROTATION CHECKLIST – PER 6 MONTH BLOCK FOR A FULL TIME RESIDENT		
Task	Detail	Minimum requirement
Fill in an EPA for your Named Clinical Supervisor	Workplace-based assessment covering the Patient Management domain	1 per rotation
Fill in a GSAT for your Educational Supervisor	Workplace-based assessment covering the six generic domains	1 per rotation
Carry out other assessments (OSATS, DOPS, DOPsBI, CRS, Cbd)	Workplace-based assessments that can feed into your EPA and GSAT	As needed
Organise MAR	Feedback from clinicians who have supervised or worked with you to help support the evidence required for your EPA – the NCS will agree the number you need at the start of your rotation	1 per rotation
Compile ESR	Review progress with your Educational Supervisor	1 per rotation









For more details, see the end-of-rotation checklist in [Appendix 2 of the Curriculum Handbook](#).

ANNUAL AND ONGOING REQUIREMENTS CHECKLIST		
Requirement	Description	Cadence
Multi-Source Feedback (MSF)	Feedback from the wider team	Annual
Surgical Logbook	Record all procedures in the Eye Logbook	Continuous
Cataract Complications Audit	Complete audit	Continuous
50 Consecutive Cases Cataract Audit	Complete one audit (paper + raw data both uploaded to ePortfolio)	Within 3 years of finishing Level 4 Cataract Surgery
Professional Development Plan	Set goals and track progress	Continuous
Form R/SOAR Declaration	Reflect on adverse incidents	Annual - required by the Deanery for your ARCP
Research Agreement	Set research goals and expectations	Continuous – initiated early and updated when needed



You can find details about all these requirements in the [Curriculum Handbook](#), particularly the Level Guides ([Level 1](#), [Level 2](#), [Level 3](#), [Level 4](#)).

TOP TIPS FOR SUCCESS	
Headline	What it means
 Quality over quantity	One well-documented piece of evidence beats ten superficial ones
 Reflect	Remember to record reflections on a regular basis
 Stay connected	Meet supervisors early and often—don't wait for ARCP season
 Plan ahead	Keep your ePortfolio up to date and don't do all your assessments and reports at the last minute before ARCP
 Level-up early	Once your Educational Supervisor recommends you can advance to the next level, you can start acquiring next Level competencies, regardless of your OST year
 Be informed	Ophthalmic Specialist Training webpage – where you can access all information about the OST programme Curriculum 2024 microsite – where you can access the curriculum in detail Curriculum Handbook – the repository of all formal guidance about the curriculum and assessment framework – also available on the Curriculum 2024 microsite



Did you know that Curriculum 2024 has been approved by the GMC?






PART B - FOR SUPERVISORS

TIMELINE OF KEY ACTIONS		
Phase	If you are an Educational Supervisor (ES)	If you are a Named Clinical Supervisor (NCS)
First 2 weeks	<p>Discuss curriculum requirements with your resident</p> <p>Map WpBA needs</p> <p>Co-create PDP</p>	<p>Agree MAR targets with your resident – they have to do at least one each rotation</p>
Throughout rotation	<p>Review progress against learning plan</p> <p>Review and sign-off entries uploaded to Learning Logs on ePortfolio</p>	<p>Provide real-time feedback and observations</p> <p>Encourage reflective practice</p> <p>Document longitudinal observations – you will need these for the EPA</p>
End of rotation	<p>Complete GSAT</p> <p>Complete ESR (2 ES signatures and 1 resident signature required for ARCP panel to be able to view each ESR report)</p>	<p>Complete EPA</p>
At end of training year	<p>Complete GSAT</p> <p>Review ePortfolio to make sure all necessary evidence is there</p> <p>Make a recommendation in the ESR as to the appropriate Level of training for ratification at the ARCP panel</p>	<p>Complete EPA</p>



Check out the [resources](#) on the OST Specialist Training page – including the [Supervisors Training Package](#), helpful [Implementation Notes](#) and [Digital Resources](#) (with links to presentations and videos). For more information about the curriculum structure and supervisor roles, have a look at the [OST Curriculum 2024 structure](#) section of the Curriculum Handbook.






I AM A NAMED CLINICAL SUPERVISOR – WHAT DO I NEED TO DO?

Headline	What it means
 Curriculum mastery	Know the Patient Management syllabi inside out, be familiar with the Curriculum Handbook and know how to access the Curriculum 2024 microsite , where you can access the curriculum in detail
 Clinical oversight	Shape the resident's caseload to match curriculum requirements
 Kick-off meeting (weeks 1-2 of rotation)	Agree the number of MARs to be carried out this rotation and any extra WpBAs with your resident
 Sign off EPA	Verify mandatory and extra WpBAs, as well as other evidence, review MAR(s) and hold wrap-up discussion with resident
 Collaborate	Touch base with the ES to share insights



Did you know that an ES can be an NCS and vice versa?

I AM A NAMED EDUCATIONAL SUPERVISOR – WHAT DO I NEED TO DO?

Headline	What it means
 Know the programme	Understand national training structure, local/regional support policies, ARCP and revalidation processes, be familiar with the Curriculum Handbook and know how to access the Curriculum 2024 microsite , where you can access the curriculum in detail
 Kick-off meeting (weeks 1-2 of rotation)	Outline the curriculum roadmap, co-create the PDP and make sure the resident is in touch with their NCS
 Ongoing review	Have regular PDP check-ins, keep an eye on the ePortfolio, encourage reflective practice, monitor honest feedback from EPAs, GSAT and MSF and ensure the resident's research output is recognized via the Research Agreement
 ARCP preparation	Write the ESR, flag any incidents or complaints and make a recommendation as to progression
 Pastoral and career support	Spot resident doctors who require extra support early, coordinate local support with Deanery and guide career conversations and survey participation (GMC Survey)



Make sure you know how the ePortfolio works and how to view the documentation you need. There are a number of useful guides on the [FourteenFish Help Centre](#) to help you in your role.