**About the Central ARCP panel**

You have been referred to a central ARCP panel as a result of some unsatisfactory evidence or a previous non-standard outcome. Below is some information, so that you will know what to expect.

The panel members are:

Chair – Usually: Dr Jamie Green APD, Dr Anjila Sharman APD, Dr Kathryn Oliver TPD or Mr Pete Wells TPD  
At least two other panel members who will be: APDs, PDs or trainers.  
A lay partner may be present. Their role is to ensure fairness and that the panel follow the Gold Guide (see below).  
There is sometimes an external representative from the RCGP as part of the national Quality assurance process.

The trainee needs to submit any confidential information, additional to the e-portfolio, 2 weeks before the ARCP panel meet. This information should be anything else the registrar thinks is relevant to their training and has impacted on their work but for some reason is not detailed in the eportfolio.

On the day of the ARCP panel:

The panel members will read through the trainee’s e-portfolio and any other confidential submitted information, in great detail. Other information includes: Occupational Health reports, PSU reports and information submitted by the trainee. They will be guided by The Gold Guide which sets out the standards for postgraduate training: <http://www.copmed.org.uk/publications/the-gold-guide>

The Chair will write up the ARCP form to inform the trainee of the decision. This decision is reached using the e-portfolio and the other information mentioned above. This decision is communicated to the registrar via the eportfolio. The panel will write the ARCP outcome report, which will be up loaded onto the trainee’s e-portfolio, usually within 48 hours.

The trainee is required to accept the report electronically as soon as possible and, if an outcome 2 or 3 has been given by the panel, they should arrange a meeting with their ES and PD as soon as they can do, to discuss the recommendations.

This page helps to explain the meaning of the different possible outcomes:

<https://www.eastmidlandsdeanery.nhs.uk/page.php?id=952>