

JRCPTB ePortfolio V2.o Known Issues

This document records known problems and request with the ePortfolio. We are working to have these resolved in the coming weeks and months according to the assigned priority. This list will be updated at regular intervals.

Topic	Problem / Request	Temporary Solution	Priority
Admin - Trainees	Improvements needed to the way administrators can manage the list of trainees, including additional selection and sort options as well as display of more information.		1
Curriculum	The detailed content of the GIM(Acute) and Generic curricula needs to be set up correctly.	Currently disabled curriculum access until all data converted from V1.	1
Associations	The association functions that allow linking of assessments and reflections to curriculum topics need to be reworked to be easier to use and clearer in redisplaying these links.	Consider recording notes of relevant competencies on the assessment form. Add links to curriculum once fixed.	1
Curriculum	The evidence column does not give any indication of whether evidence has been associated - you have to click on every item to see. V1 (attainment screen) shows counts and we need this.	Currently disabled curriculum access until all data converted from V1.	2
Supervisor	Select trainee list - not clear if this is just showing current trainees for this supervisor or all trainees ever supervised and there is no way to select between these 2 options as can be done in V1.		2
Curriculum	Too many clicks required to get from curriculum to adding rating/comment. Description of View under Action is confusing when it is also the way to add/edit. Icon to directly update the ratings/comment would help.	Currently disabled curriculum access until all data converted from V1. Usable just inconvenient	2
Curriculum	For clarity put the date underneath the rating in the 2 ratings columns. Supervisor name should also appear with the date for ratings as in V1	Currently disabled curriculum access until all data converted from V1. Usable just inconvenient	2
Admin Users	It is possible to give people a role of Limited Admin but if you log in with this role there are no menu options available at all.	Do not use Limited Admin at present	3
Admin Posts	Editing training year details - when selecting training year it gives me a long list based on other locations and dates.	Confusing but usable	3
Admin Posts	Clarification to text needed about adding years and posts.	Confusing but usable	3
Request External Work Based Assessment	Choice of posts allows "Programme" but this should be removed	Confusing but usable	3
User Roles	New roles needed for Clinical Supervisor Programme Director Regional Reviewer Central Reviewer	Will continue to manage with existing roles. Can now add more than 1 educational supervisor to allow access for clinical supervisors.	3
Login page	Links for Contact Us, About Us and Site Map do not contain anything.	Confusing but usable	3
Appraisal	"Meeting Date" to be added to the Induction Appraisal and Mid-Point Review forms.	New feature – managed without in V1	3
Assessment	In version 1 we removed the numbers from the ratings in the assessment forms to remove any suggestion that ratings had numerical meaning. The numbers have reappeared in V2 but should be removed.	Misleading but usable	3

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PDP	The layout of the PDP page now means it is not possible for the supervisor to scan down the page and see all the objectives without having to click into each one. Current columns mainly of less interest.	Usable just inconvenient	3
PDP	Not possible to select to see only active items - may become a long list.	Usable just inconvenient	3
PDP	Supervisor sign-off of PDP entries is not required and should be removed to avoid any suggestion that we require supervisors to do this. It does not work well anyway as it is, as a supervisor might sign it to show approval of the objective but then the trainee can never update it as having been achieved.	Text added to explain that supervisor not expected to use this.	3
Administering posts	List of specialties is wrong	Usable just inconvenient	3
Reflection	Trainees build up large numbers of reflections so we need tools to allow for selection of which entries should be displayed. Exists in V1. Inclusion of data range selection would be a big help to supervisors.	Usable just inconvenient	3
Reflection	Supervisor's countersignature on reflections is not needed and should be removed as we do not want to give the impression that it is a requirement for supervisors to "approve" reflections. Ability to add comments is still needed.	Text added to explain that supervisor not expected to use this.	3
Summary Overview	The "Type" column is unnecessary, the text "2 submissions" is too long - just the number would do, and the wording "create new" on every row is not needed. Tidying this up would allow each row to be kept at 1 line reducing scrolling. Addition of a date column showing the date of the most recent addition in each row would help so that a supervisor could then see what had happened in the last week/month that they should look at.	Usable just inconvenient	3
ARCP	This page to be made active rather than just text description	Access via summary page	3
Supervisors Report	This page to be made active rather than just text description	Access via summary page	3
Messaging	Messaging not working yet		4
Download	Download not yet working		4
PDP	Default to shared not private	Usable just inconvenient	4
Status Report	Status reports not yet available		4
Declarations	On the probity and health declarations there is an option for the supervisor to edit and save these but this is meaningless as there is nothing to edit.	Misleading but usable	4
Menus	Font size on the trainee menu seen from the supervisor view seems very small	Usable just inconvenient	4
Appraisal	Should be able to add a selected appraisal from the appraisal overview page rather than unnecessary steps of "add new" form then selecting the appraisal from the following page.	Usable just inconvenient	4
Summary Overview	Ability to select a date range and only show rows where data exists in this range would be a big help to supervisors in knowing what to look at.	Usable just inconvenient	4
ARCP	There is a mistake (from the original documentation) on the V1 ARCP form which needs correcting in V2. What is currently described as "Outcome 7 Out of programme experience approved" should be "Outcome 8 Out ...". We also need to include a new option "Outcome 7 Fixed-Term Competencies Achieved".	Can still use ARCP form	4

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Assessment	On the ticket forms page when the assessment forms are show we need to include a link to the description of each method as is shown on the assessment page to trainees/supervisors		4
Assessment	When entering an assessment via a ticket the system knows the grade of the assessor but it is not carried onto the assessment form and has to be re-entered.	Usable just inconvenient	4
Supervisor view - trainees	The list of trainees is not sorted by name. Should usually be a short list for supervisors so not a priority.	Usable just inconvenient	4
ARCP	The following fields should be auto filled from existing data: Deanery, Specialty and Training Year.	Usable just inconvenient	4
ARCP / Personal Details	NTN should be auto filled on the ARCP form but this relies on it being added as a new field in Personal Details	New feature – usable without this.	4
ARCP	The list of posts should be based on the dates selected.	New feature – usable without this.	4
ARCP	Need to change references to "Record of Competence" and "Shared Logs" to reflect new terminology in ePortfolio	Terminology only	4
ARCP	Outcomes don't look good squeezed onto page and with spelling mistake "outcome". Should we change both Interim and ARCP outcomes to be drop-downs lists? Use of the Interim or ARCP outcome should be limited according to what was selected in the first question.	Improvements in presentation only	4
Curriculum	The "breadcrumbs" trail at the top of the curriculum pages refers to Home>curriculum>Foundation Curriculum	Misleading but not a problem	4
Assessment	Trainees should be able to add comments to assessment forms (DOPS, mini-CEX, CBD, ACAT), which have been entered by someone else.	New feature – usable without this.	4
Assessment	Autofill the trainee's year (designation) on assessment forms, as ratings are dependent on stage of training.	New feature – usable without this.	4
Assessment	The Clinical Setting is a drop down list which is not a complete set of possibilities – we think it would be easier to just make it a text box as for mini-CEX and make it non-mandatory	New feature – usable without this.	4
Download	Allow the ability to limit the data, e.g. by date range, academic year, "programme" (e.g. Foundation, CMT), by posts.		4
MSF	Process of requesting tickets for individual assessors is slow and cumbersome. Need a way of recording the list and making this visible to supervisor so they can see who has been asked and who is yet to respond.	New feature – usable without this.	4

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Assessment	<p>For assessments entered via the trainee's username there should be an optional field for assessors work e-mail address. Once the form is submitted an e-mail should be sent to this address notifying the assessor that the assessment has been completed in their name and showing the content of the assessment (either as text, attachment or by a link to a web page). The e-mail address should be visible to anyone else seeing the content of the assessment form, thus a supervisor could see if the supposed assessor has been sent details.</p> <p>For assessments entered via a ticket the e-mail address of the assessor is already known to the system and the same process of sending an e-mail and showing the address should apply.</p>	New feature – usable without this.	4
Appraisal	All appraisal forms should allow for explicit sign-off by both the supervisor and trainee and for the trainee to have the opportunity to add comments. Also applies to ARCP.	New feature – usable without this.	4
MSF	<p>If a rater selects the answer "Yes" in response to the question "Honesty and Integrity, do you have any concerns?" then the box "If yes please state your concerns:" should become mandatory.</p> <p>We would like the addition of a "Supervisor's Comments" text box on the summary page where a supervisor can record their feedback.</p>	New feature – usable without this.	4
Supervisor's Report	Display of post data, assessment counts, defaulting of fields, etc. to be improved	New feature – usable without this.	4
Curriculum	Ratings for competencies are not sorted logically but are in alphabetical order	Usable just inconvenient	4
Summary Overview	In the Summary Overview page we think the date / specialty / hospital needs to be displayed in the subheading for each post – we don't think date and hospital is enough at the moment	Usable just inconvenient	4
Assessment	On mini-CEX, DOPS, CbD, ACAT forms can we have a new field for "date of assessment" which defaults to today but can be changed. This allows for cases when the actual assessment encounter took place on one day but the form was filled in later.	New feature – usable without this.	4
Associations	Being able to link an individual MSF form as evidence is not appropriate.		4
Personal Library	When viewing the personal library it would be better if the folder/file tree was automatically expanded to make it easier for people (especially supervisors) to see what was there.	Usable just inconvenient	5
Alerts	Alerts not working yet		5
Administering Information	Under construction		5
Supervisor - Select Trainee page	This statement is not correct: "You can sort the results by clicking on the header columns of the table."		5