

Process of transfer to the 2009 AIM curriculum

Specialty trainees who started in NTN posts training towards a single CCT or a CESR(CP) in GIM(Acute) between Aug 2007 and July 2009 are now eligible to request to transfer to a single CCT or CESR(CP) in AIM.

Trainees who started in NTN posts in August 2009 training towards a single CCT in GIM using the 2009 GIM curriculum can also apply to follow the 2009 AIM curriculum to undertake a dual CCT (or CESR(CP) with GIM.

A description of the process of transfer (in brief, then in further detail) follows. All requests to transfer will be considered. After the transfer assessment, trainees will know the training required to achieve a CCT or a CESR(CP) in AIM.

Process in brief

Step 1 - Request to transfer

After reading the 2009 AIM curriculum, trainee to complete and submit the brief "Request to transfer" form (see 1.1 to 1.3 below)

Step 2 - Gather evidence

Trainee to gather the required evidence to demonstrate that the competences described in the 2009 AIM curriculum are being achieved. The AIM evidence will be reviewed as part of the existing deanery based ARCP process. There will be SAC or SAC nominated AIM representation on the ARCP. The ARCP transfer proforma will be used. (see 2.1-2.6 below)

Step 3 - Evidence already collected for training already completed

Evidence already collected at Year 1/2/3 ARCP will be used. Trainee to duplicate ePortfolio links from existing evidence in Level 2 GIM and Generic curricula records to the 2009 AIM curriculum record (see 3.1 to 3.3 below)

Step 4 - Collecting evidence going forward

Once application acknowledged by JRCPTB, all new evidence including WPBAs to be linked to the 2009 AIM curriculum record (see 1.4 and 4.1 below)

Step 5 - The role of the Educational Supervisor(s)

Educational supervisor to agree with trainee how evidence will be derived for the current and previous years, to sign off trainee evidence that competences have been achieved in the AIM (2009) curriculum record (see 5.1 to 5.5. below)

Step 6 - Transfer sign-off

The results of the transfer ARCP to be entered into the ARCP section of the ePortfolio. Completed ARCP proformas to be submitted to the SAC in AIM. On receipt of

completed ARCP transfer proforma from AIM representative, JRCPTB / AIM SAC will confirm completion of the transfer (see 6.1 to 6.2 below)

Process in further detail

Step 1 - Request to transfer

1.1

After reading the 2009 AIM curriculum, the trainee who wishes to transfer should complete and submit the [Request to transfer](#) form on the acute medicine page of the JRCPTB website to GIM@jrcptb.org.uk¹. The trainee should make sure to tick the correct box at the top of the form which informs the SAC if the trainee wants to single CCT in AIM or Dual CCT in AIM and GIM

1.2

The trainee is recommended to inform simultaneously his/her Training Programme Director, Educational Supervisor and Deanery administrator that the request has been made.

1.3

The JRCPTB will acknowledge receipt of the transfer request.

1.4

Once the application has been acknowledged by JRCPTB, all new evidence including WPBAs may be linked to the 2009 AIM curriculum record.

Step 2 - Gather evidence

2.1

The trainee must gather the required evidence in his/her ePortfolio as it will be necessary to demonstrate that the competencies described in the 2009 AIM curriculum (and 2009 GIM curriculum is applicable) are being achieved. This is essential for staging and review.

2.2

The AIM evidence will be reviewed as part of the existing deanery-based ARCP process.

2.3

The 2009 AIM curriculum ARCP decision aid will be used to guide decision making at the transfer ARCP and subsequent ARCPs.

2.4

There will be SAC or SAC-nominated AIM representation on the ARCP panels. This could be a member of the SAC in AIM or the Chair or Programme Director of a Deanery's STC in AIM.

2.5

The [ARCP transfer proforma](#) - which is on the acute medicine page of the JRCPTB website - must be completed by all transferring trainees and submitted in good time to the ARCP panel. The recommendation is that this should be 4 weeks prior to the date of the ARCP.

2.6

The ARCP transfer proforma will be reviewed and ratified by the AIM representative on the ARCP panel.

3 - Evidence already collected for training already completed

3.1

All trainees requesting transfer are likely to have already had at least one ARCP when their GIM (Acute) curriculum and Generic curriculum portfolio evidence was reviewed. The evidence already collected can be used to demonstrate progress on the 2009 AIM curriculum which will replace the Generic and 2007 GIM(Acute) curricula for those who transfer.

3.2

The "Emergency", "Top 20" and "Other presentation" competences described in the 2009 AIM curriculum are not significantly different from the Level 2 GIM (Acute) competences. Most trainees will have linked a lot of evidence in their ePortfolio to the individual competences on the Level 2 GIM (Acute) curriculum record.

3.3

The common competences section of the 2009 AIM curriculum is significantly different from the Generic curriculum, but existing evidence for competences in the Generic Curriculum will still be useful evidence for the new curriculum.

Step 4 - Collecting evidence going forward

4.1

Once the "Request to transfer" has been acknowledged by JRCPTB, all new evidence including WPBAs may be linked to the 2009 AIM curriculum record.

Step 5 - The role of Educational Supervisor(s)

5.1

The trainee's Educational Supervisor(s) will need to sign off the relevant competences on the 2009 AIM curriculum record after reviewing the evidence with the trainee. The existing competences signed off on the Level 2 GIM (Acute) curriculum record (and for some of the Generic curriculum) will inform this process.

The sign off process should be done gradually over the next few months before the next major ARCP round in the middle of 2010 when most trainees will complete their transfer to the new curriculum.

5.2

The new curriculum ARCP decision aid requires evidence of sufficient experience seeing patients on the acute medical take and new patients seen in ambulatory care. This evidence will be communicated to the ARCP panel through the annual educational supervisor's report. The current format of the report on the ePortfolio will be modified before the transfer ARCPs in mid 2010.

5.3

Trainees are advised to agree with their Training Programme Director and Educational Supervisor how the required evidence in regard to medical takes, ward consults and

outpatients will be derived for the current and previous years of GIM(Acute) training. Keeping an anonymised personal log of all patients seen in the various settings is one possible method, but it is acceptable for an alternative methodology to be agreed in advance. A clear statement of the trainees' experience by the Educational Supervisor is also acceptable.

A sample logbook (optional) is to be found on the JRCPTB website [here](#).

5.4

The 2009 AIM curriculum ARCP decision aid which is published on pages 208-210 of the curriculum should be used for staging and review purposes. It summarises the targets for 4 AIM years inside a 5 year dual CCT, or CESR (CP), programme.

5.5

It is expected that all or nearly all of the trainees transferring will already have had an ARCP for their first period of GIM(Acute) training. It is therefore recommended that most trainees will use the AIM year 2 ARCP decision aid targets for their transfer ARCP.

Please note that the 2009 AIM curriculum year 4 ARCP decision aid must be used for the final ARCP of the training programme prior to recommendation for the award of a CCT or CESR (CP).

Step 6 - Transfer sign off

6.1

The outcome of the transfer ARCP must be recorded in the ARCP section of the ePortfolio to enable it to be easily shared with the AIM SAC via the JRCPTB ePortfolio team. Explicit reference will be made in the ARCP summary in relation to whether the AIM year targets have been achieved and, therefore, what still remains to be achieved before CCT or CESR (CP).

6.2

Completed ARCP proformas are to be submitted to the SAC in AIM by the AIM representative on the ARCP panel.

6.3

JRCPTB will inform the trainee once the AIM SAC have confirmed that the transfer process has been completed.

Queries should be directed to the SAC in AIM via JRCPTB at GIM@jrcptb.org.uk