***Please upload this document in the “uploads” section of the AXIA e-portfolio, to acknowledge you have fulfilled each of the requirements and uploaded them in the appropriate place.***

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| **iRCP Requirement**  | **Location of Evidence on AXIA e-portfolio**  | **Uploaded**  |
| Completed educational/learning agreement  | Induction section  | ☐  |
| Completed induction checklist  | Induction section  | ☐  |
| One or more completed clinical supervisor reports | Clinical Supervisor Report section  |      ☐  |
| A **minimum**of 12 completed (signed and saved) supervised learning event entries * **at least 4 DOPS**
* **at least 2 CEX**
* **at least 2 CBDs**
 | Supervised learning events section   | ☐  |
| Supervised Learning Events linked to the curriculum  | Reports, Curriculum log *NB: these must be linked when completing SLE’s for these to appear in this section*  | ☐  |
| Completed Initial and Interim Educational Supervisors meetings (separate from the formal ES report)  | Educational supervisor induction meeting: Induction section  Interim meeting:  portfolio documentation ◊ educational supervisor meeting   | ☐  |
| An Interim Structured Educational Supervisor’s Report   | Review of competency progression: using AXIA template  | ☐  |
| An ES agreed PDP with *SMART* targets and documented progress | Portfolio documentation section ◊  personal development plan  |  ☐  |
| Involvement in Teaching *(not mandatory for iRCP)* | Achievements/Activities section, clearly labelled ‘Teaching’ | ☐ |
| Involvement in Research *(not mandatory unless in an Academic training post)*  | Achievements/Activities section, clearly labelled ‘Research’  | Uploaded  | ☐  |
| Not applicable  | ☐  |
| Clearly labelled logbook of clinical activity  * Within 4 weeks of iRCP date
* Word documents / PDF / Excel spreadsheets acceptable

 *Removing All PID from logs uploaded* | Logs à Clinical Experience Logs    | ☐  |
| Clearly labelled uploaded clinical governance or quality improvement project with progress report and personal reflection (can be Word Document)*Removing All PID from logs uploaded* | Portfolio documentation ◊ Quality Improvement section  | ☐  |
| Clearly labelled attendance at local study days * Can upload summary document if available
* Can create single document with relevant certificates for uploading
 | Portfolio documentation ◊  uploads section  | ☐  |
| Log of CPD * With reflections and development outcome domains akin to that required by GDC (*for monitoring purposes only; will not contribute to Outcome)*

  | Logs, CPD logs section (using AXIA template)  | ☐  |
| Completed MSF (min 10 responses) | Feedback section ◊ multisource feedback   | ☐  |
| A Completed Patient Satisfaction Questionnaire (min 10 responses) | Feedback section ◊ patient satisfaction questionnaire    | ☐  |