

Severn Deanery School of Primary Care

Learning Log recommendations (Naturally Occurring Evidence)

Updated April 2012

Learning Log category	Minimum requirement	Notes	Competencies Demonstrated
Clinical Encounter	At least three per month	Choose cases that demonstrate personal learning/highlight learning needs or illustrate good performance relating to a competency area	2 Practicing Holistically 3 Data gathering 4 Making a Diagnosis 5 Clinical Management 6 Managing Medical Complexity 8 Working with Colleagues 9 Community Orientation 10 Learning and Teaching 11 Ethical Approach
Professional Conversation	No minimum, but should record all formal meetings with supervisors. Any complaints or feedback must be recorded.	Supervision meetings should reflect on recent learning and progress to date, and key objectives for next stage.	10 Learning and Teaching 11 Ethical Approach 12 Fitness to Practice
Tutorial	No minimum, but all tutorials should be documented	Entries should itemize areas of learning, and reflect on future learning needs	10 Learning and Teaching
Reading	No minimum	Enter details of key learning points that are likely to affect your practice	10 Learning and Teaching
Lecture/Seminar	All Day release sessions should be documented PLUS once per six months at least one reflection on doing a presentation or case study	Trainees are expected to have attended at least 70% of Day Release sessions. It is also required to demonstrate competency in teaching. A presentation or case study might be presented at day release sessions, practice meetings or departmental meetings	10 Learning and Teaching
Out of Hours	All OOH sessions documented	Learning from cases should be documented with the supervision document added as an	10 Learning and Teaching 12 Fitness to Practice

		attachment	
Audit/Project	At least one complete audit cycle at some time during training, or other project involving critical review, analysis of data and change in practice. See separate doc on audits.	This might be best done in your main training practice, and might partly be done during “days in practice” with final data collection during the ST3 year. Projects/inquiries undertaken as part of the MSc will meet this criterion	7 Primary Care Admin and IMT 8 Working with Colleagues 9 Community Orientation 10 Learning and Teaching
Significant Event Analysis	Recommend 3 per 6 month job (2 per 4 month job)	There should be personal involvement and may involve clinical or administrative issues	8 Working with Colleagues 10 Learning and Teaching 11 Ethical Approach 12 Fitness to Practice

Note:

1) All Learning log entries need to have adequate personal reflection, answering the questions:

- What could be done differently in the future?
- What further (personal) learning needs did you identify?
- How and when will you address these?
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These actions can then be transferred to form part of your PDP

2) Less than full time trainees, will be expected to complete these requirements on a pro-rata basis

3) Should minimum recommendations for Naturally Occurring Evidence not be met, then the ARCP panel may award an unsatisfactory outcome 5 (Insufficient Evidence), or other unsatisfactory outcome, depending on whether there is sufficient alternative strong evidence in the portfolio to support the relevant competency areas.