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**Check list for PCF Proposal** 25/04/2017

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| --- | --- | --- | --- |
| **Domain** | **Essential** | **Desirable** | **Evidence** |
| **Details of PCF training to be delivered**  A specific outline of the area of practice delivered by the PCF and specific training needed. The information should be contemporaneous.  For **each** organisation involved there should be:  Timetable of programme for duration of PCF  theatre and outpatient activity summaries with a note of the activity currently without trainee involvement as operator ( ST observed - no clash)  risk assessment of impact on OMFS ST trainees  Detail and thoroughness in this area will be one of the most important components of the application. | Yes |  | The proposal should use nomenclature used in OMFS curriculum and detail levels of competence/mastery to be delivered  Curriculum must be outside the CCT curriculum and |
| **Training status of lead trainer and all trainers involved**  There should be a named lead trainer for the whole programme who has evidence of training competence.  evidence of experience of training (ISCP/elogbook) for each named Educational Supervisor  Previous experience of training a fellow | Yes |  | Evidence on ISCP of training activity of high quality |
| **Support from Trust/organisations**  Written confirmation of support for fellowship from Training Trust(s) | Yes |  | Copy of letters of support in portfolio |
| **Evidence of sub-specialty interest**  *Objective – training for independent practice*  Has more than the minimum pre-CCT experience (indicative numbers) in the area of the curriculum specified in the fellowship.  *Objective – mastery*  Significant experience in the area concerned with clear evidence of advanced skills, knowledge and experience in the area of the fellowship. | Yes |  | Logbook summary  Published papers |
| **Funding**  *Training activity*  If there is funding available from the additional activity generated by the PCF and the Trust(s)/organisations can help support the PCF this should be clear within the proposal.  *Non-PCF activity*  If there is funding available from the additional non-training activity generated by the PCF (on-call, general duties) which are required to maintain the PCFs skill-mix which the Trust(s)/organisations can help support the PCF this should be clear within the proposal. |  | Yes  Yes | Letter e.g. from training organisation(s)/ Trust(s) providing details of support or training programme that they will allow trainee to work their grace period in this post |
| **Support From Industry** |  | Yes | Letter detailing the nature of this support |
| **Completion of Application Form for Senior Fellowship Approval from RCS England**  <https://www.rcseng.ac.uk/education-and-exams/accreditation/rcs-senior-clinical-fellowship-scheme/> | Yes |  | Completed Fellowship application document |