



Faculty of Public Health

Of the Royal Colleges of Physicians of the United Kingdom

Working to improve the public's health

E-Portfolio Update – 2 October 2015

On the 11th of August, we circulated a communication which noted that following the approval of the new 2015 curriculum, work had begun on the next phase of e-Portfolio development to ensure its compatibility with the new curriculum.

A working group, consisting of two e-Portfolio champions, the FPH Director of Training for Curriculum and Assessment as well as FPH staff, has been constituted to oversee the development of the e-Portfolio to bring it into line with the curriculum changes.

The group has agreed a two-phased approach to the work. Phase 1 will involve implementing necessary changes to the e-Portfolio and making it immediately available for use by new Registrars starting in 2015. The second phase will involve transitioning existing Registrars to the new system where required.

Phase 1 work has already begun and we are aiming to have the new e-Portfolio ready for new Registrars to begin logging their work by the middle of November. The Phase 2 work will begin in January 2016 with the development of a plan on how best to transition existing Registrars. We will provide more information on this as we have it.

For new Registrars enrolling with FPH, access to the e-Portfolio will be provided as soon the changes have been implemented and testing has been concluded. We will provide further updates as progress is made.

Submitting e-Portfolio Queries

In relation to submitting queries, all e-Portfolio queries should be sent to educ@fph.org.uk. Please only send them to this address. For any technical issue, please provide as much detail as possible and say whether the problem affects an upcoming ARCP or CCT. Please also provide your permission for us to reset your password in case we need to access your account directly.

Advisory Section

For Registrars:

Activity, Academic and Educational Supervisor roles are distinct in the e-Portfolio. To apply any of these privileges to an account we require confirmation of each Supervisor's name, role and email address from your Deanery or TPD. Please contact your Deanery or TPD with your request and ask them to forward their confirmation to educ@fph.org.uk.

When a LOSOS is submitted, each linked Activity and Evidence item will become locked. This includes Activities which may not yet have been submitted. Where this occurs, the Activity will appear as both 'Open' in the *Status* column and 'Yes' in the *Is Locked* column. These Activities will only unlock if all submitted LOSOS they are linked to are rejected. As this is often impractical or impossible to achieve, we strongly advise all Registrars to submit their Activities for approval before submitting linked
LOSOS.

For Supervisors and TPDs

In the 'My Profile' section you are required to input details of your Educational Supervisor and Training Programme Director. In the 'region' field of both ES and TPD, please select or type 'No Region' and in the Supervisor/Director field please select or type 'System SU'. No Supervisor or TPD should have another Supervisor/TPD's details entered in these fields.

Kind regards,
FPH Education & Training Team