

22 March 2024

Dear ACP

Clinical Syllabus (ePortfolio) error

RCEM has become aware of an error within the ACP Adult Clinical Syllabus (2022) and ACP Children Clinical Syllabus (2022) on the risr/advance ePortfolio platform affecting **RP3**.

Cardiorespiratory arrest and **RP4. Major Trauma** within the **Resus** domain. The combined adult and children clinical syllabus is not affected.

When accessing the adult or children clinical syllabus from the dashboard or the 'Goals' drop-down menu, ACPs will see that RP3 and RP4 have been merged into a single event target (as shown below):



The impact of this error means that evidence such as WPBAs that have been tagged to **RP4** within the assessment form (event) itself, do not appear against this target (evidence tagged to RP3 is not impacted).

ACPs who commence the credentialing pathway from 22 March 2024 will have an amended version of the clinical syllabus uploaded to their ePortfolio account. Unfortunately, it has not been possible to overwrite the old version of the syllabus with the amended version for ACPs who commenced the credentialing pathway prior to this date. Therefore, to ensure that RP4 evidence appears in the combined RP3/RP4 event target, and the ACP Credentialing Panel are able to view the evidence upon submission, we are asking ACPs to manually link their RP4 evidence to this target from the syllabus itself. This will apply to evidence already tagged to RP4 within assessments, as well as to future evidence that will need to be linked to this area of the syllabus.

We have included instructions below describing how to go about this. If you have any difficulty, please email the ePortfolio team at ePortfolio@rcem.ac.uk. If you have any questions regarding credentialing, please email ACP@rcem.ac.uk. Alternatively, you may telephone the College directly on +44 (0)20 7404 1999, Mon to Fri 09:00 - 17:00 GMT.

Please accept our apologies for any inconvenience this may cause.

Kind regards

The RCEM ACP team

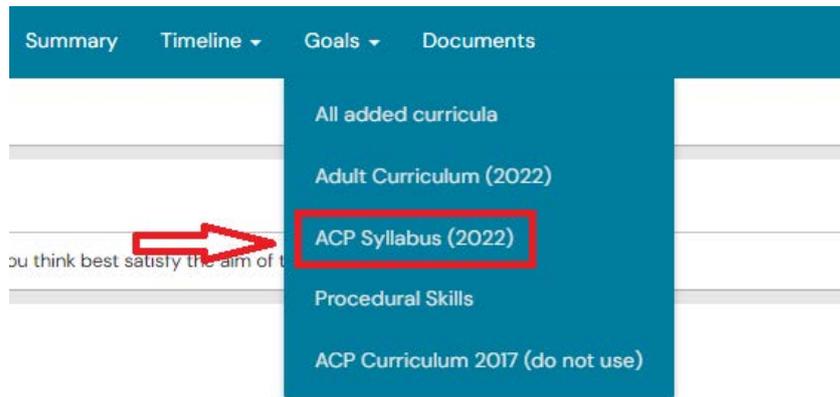
Excellence in Emergency Care

Incorporated by Royal Charter, 2008
Registered Charity Number: 1122689

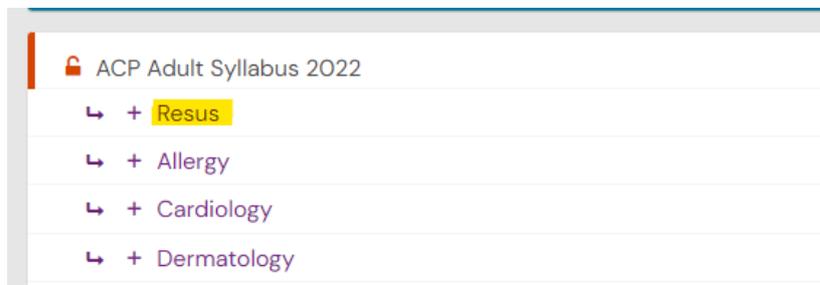
VAT Reg. No: 173205823
Scottish Charity Number: SC044373

Instructions

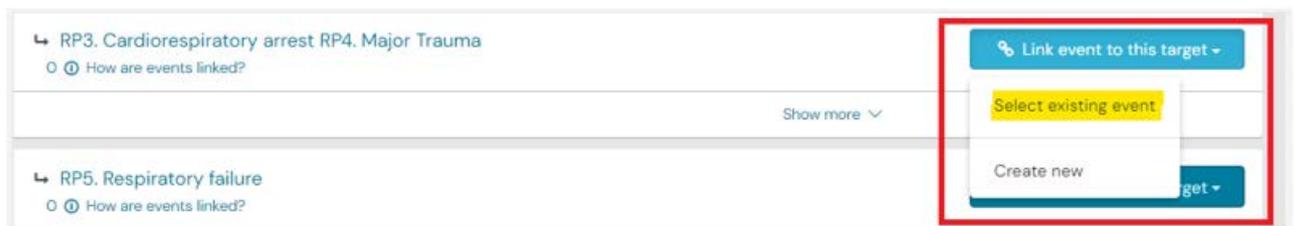
1. Select **ACP Syllabus (2022)** from the **Goals** drop-down menu.



2. Click on **Resus**



3. For the event target **RP3. Cardiorespiratory arrest RP4. Major Trauma**, click on **Link event to this target** and choose **Select existing event** from the drop-down options.



4. The default position means that you will only see events that match this goal's targets. Click on **Show all events**.



5. Type **RP4** into the search field to filter the results to only show events that you have tagged to RP4 within forms/assessments. Then click on **Link this event** for all items of evidence you wish to link to the combined RP3/RP4 event target.

① Currently showing all of your events

RP4

Found 8 items for matching RP4

Events created in June 2023

Reflection - Self-directed Learning  

Title of reflection Difficult intubation
Date of event: [REDACTED] 2023
ACP Pathway Adult

[Link this event](#)  [Show audit log](#) 

RCEM Learning

Module Title: Rapid Sequence Inductions in the Emergency Department
Activity Date: [REDACTED] 2023
Curriculum Codes: [REDACTED]

[Link this event](#)  [Show audit log](#) 

Events created in May 2023

Reflection - Educational Activity Attended 

Title of education: Trauma skills training
Date of education: [REDACTED] 2023

[Link this event](#)  [Show audit log](#) 

6. When you have selected all of the evidence you wish to link, click on

[I'm done Linking](#)