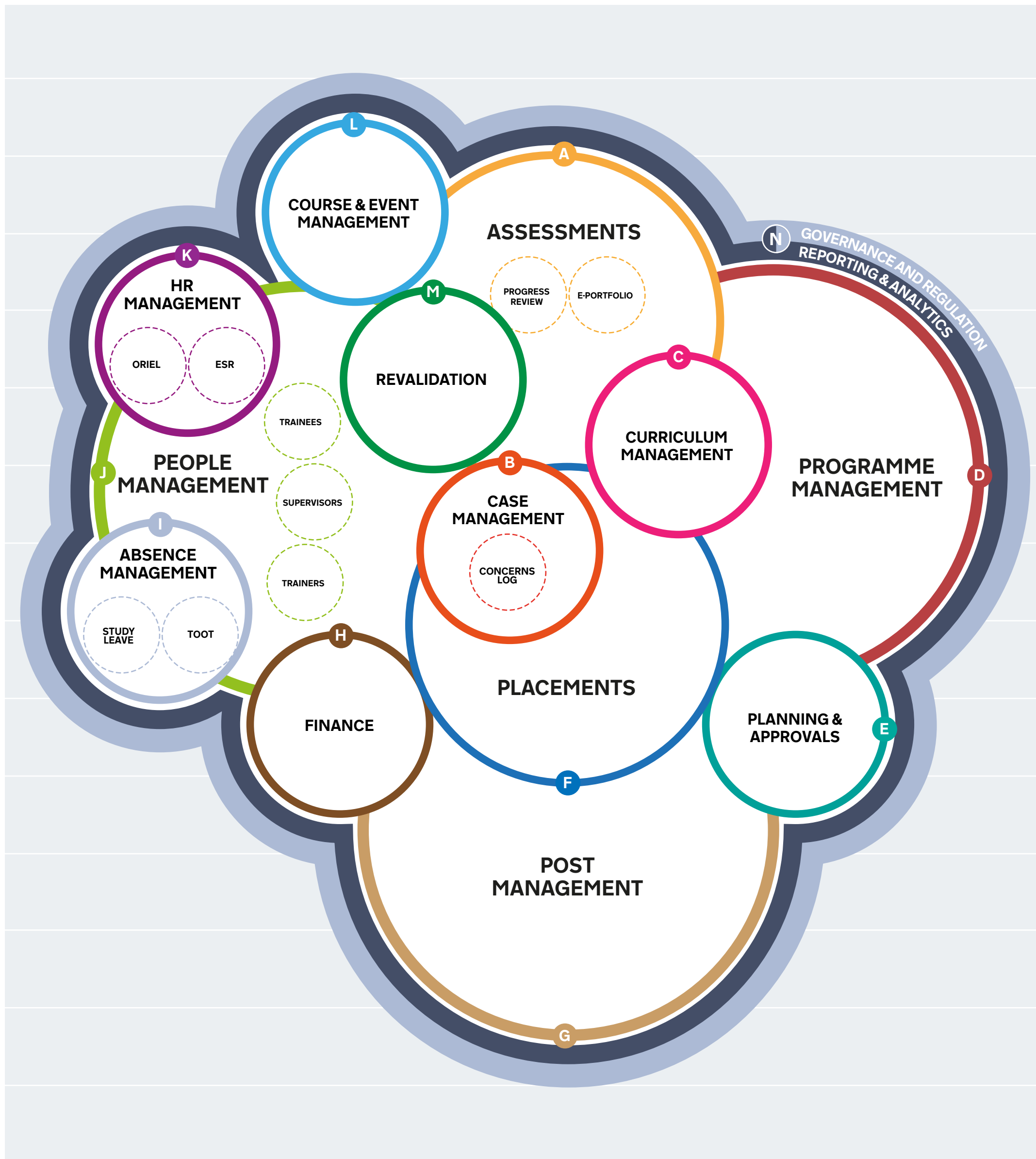
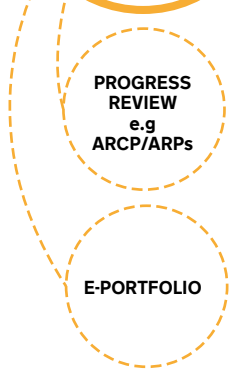


# TRAINEE INFORMATION SYSTEM

## THE BIG PICTURE



The management of the assessment pathway. Learners are assessed against the competencies/ requirements of the curriculum/curricula they are following throughout their training. Formal assessment will occur at least once a year. Encompasses the planning the assessment to final outcome.



A formal process which uses evidence to support the achievement of competencies/programme requirements in order to review the progress of the learner in their training programme. A review should take place at least once a year.

Recording the learner's progress towards the achievement of competencies required on training programme. This can be via the recording of workplace based assessments, updating of log books, exams etc. Multiple versions of e-portfolio exist throughout the training landscape.



Record of any issues or concerns about the learner in their learning process N.B. not academic concerns as these are captured in the Assessments component.



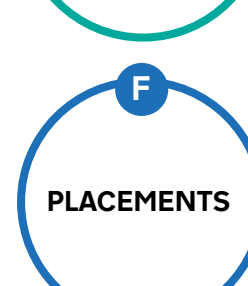
The collection of competencies that a learner must achieve in order to successfully complete their training programme. This falls under the remit of Royal Colleges for medical and dental training programmes, The National School of Health Care Science for Healthcare Scientists and The General Pharmaceutical Council for Pharmacists.



The management of the training programmes delivered within HEE (either at a local office level or national school level). Has links to curriculum management, posts, placements, approvals, people, assessments and revalidation.



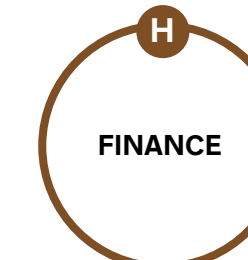
All training programmes should be approved by the appropriate regulator, College or other approval giving body or individual.



Formerly known as rotation management. The management of placing learners into posts which can deliver the competencies they need at that stage in their training.



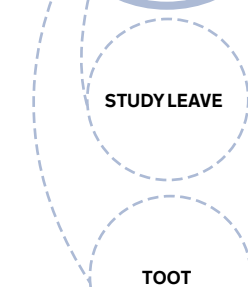
The management of the establishment of posts in each local office area – links to approvals and funding. Each training post should deliver an element of the competencies required within the curriculum/curricula attached to the training programme.



The management and recording of the funding of training. This can be post funding, funding linked directly to the trainee and study leave funding.



The management and recording of any absence undertaken by a learner or trainer.



Record of the study leave a learner or trainer has taken and the funding related to each study leave episode. This can be courses, training sessions or study leave as we currently know it.

Any time out of training that could cause the learner's completion date to change.



Management of people either undertaking training (learner) or involved in the delivery of training (trainer).



The interface between the recruitment system, TIS and ESR. To support new starter information flow and the transfer of changes to the learner record. Captures what was undertaken and when.



A system to support the management and delivery of events and courses.



A GMC governed process which requires that each doctor is revalidated every five years. Comes under the remit of the Responsible Officer in each local office.



The overarching management and governance of the quality of the training programme.