We're fielding quite a few requests for "early CCT" so here is a summary of what's possible and what's not possible. We've also had questions about TooT and LTFT training which we have answered in the previous 'ARCP Thoughts' message, but are repeated here for convenience as there continue to be questions

We would ALWAYS recommend reading/checking the **Gold Guide** at the beginning of ST3 and at every waypoint afterwards: https://www.copmed.org.uk/publications/gold-guide/gold-guide-10th-edition before you make any commitments to fellowships or training plans, as this is where everything is laid out for you

This is *your* training, *your* CCT and ultimately, *your* job/responsibility to be aware of the rules that could impact your plans. Important to understand these rules are set out by COPMED and are inflexible

(All the advice set out below comes from the Gold Guide)

LTFT/TooT

Any extensions/recalculations added on to training, through less-than-full-time training or through time-out-of-training, are **added to the end of training**. If no request for early/accelerated CCT is made in time for the ST6 ARCP, these additions fix your new (final) CCT date.

Applications for accelerated CCT can only be made by **submitting a form through the trainee portal *ahead* of the ST6 ARCP**. If accelerated CCT is then agreed, the ST6 ARCP becomes your penultimate ARCP (as successful applicants will CCT after their final ARCP in ST7): https://lasepgmdesupport.hee.nhs.uk/support/solutions/articles/7000097731-accelerated-certificate-of-completion-of-training-cct-

Application submission is the starting pistol for the process that concludes with the ST6 ARCP where acceleration is agreed or declined

Early CCT vs Early Finish

Early CCT: **there is no early CCT option once you have got past the ST6 ARCP**. Early CCT means Accelerated CCT which, if approved at the ST6 ARCP could move a certification date closer. Everyone in training after ST6 ARCP not starting an accelerated programme will get their Certificate of Completion from the JCST on or just before the CCT date on their ISCP

Early Finish: this is different. It is perfectly possible to end the training programme earlier, before your CCT but on delivery of an Outcome 6 at final ARCP (June ST8 year). This is to a **maximum of three months early**, so for first week October CCT the earliest finish date would be second week of July, which means handing in your notice second week of **April ST8**

How to Early Finish

1. Be utterly certain you will get an Outcome 6
2. Hand in your notice to your current Trust who requires 12/52 notice

Outcome 6

Every single t needs to be crossed and i dotted on the checklist and in your portfolio. **None of the items on the checklist are optional**. Present your completed body of work at ST8 Interim Review so we can support you and review to make sure nothing is missing as once you have handed in your notice and ended your notice period, there is no more catching up and plugging gaps to be had - training is over

Common O6 gaps:

- Last few indicative numbers
- Missing L4 PBAs
- Short of the 40 WBAs for last (ST8) year
- L3 CiP (need L4/5s at final ARCP)
- Lack of clarity on x6 AoAs/x2 Closed loops
- Research Methodologies Course/MRes
- GCP/ATLS out of date or too close to CCT
- Absence of formal Leadership **course** (role is not enough)
- Out of Date CV

Following Interim checks, we then alert the SAC Liaison Member that you are proposing to finish 3/12 early. They can then perform their preliminary review: this is *really important* as ultimately, they are responsible for your recommendation to the JCST to CCT or not. There still may be requirements we have missed which they feel are mandatory and will advise you of deficits. These must be remedied if you want to finish early

DO NOT RESIGN YOUR POST UNTIL YOU/WE ARE **CERTAIN** YOU WILL OUTCOME 6

(Resigning is an irreversible step and could mean you finish without CCT if any single one of your ducks are mal-aligned)

Notice period: Twelve Weeks

If absolutely everything is on point, you can make a decision on when to hand in your notice from your current Trust. **The notice period is a non-negotiable 12/52**. You may want to save two weeks' annual leave to bolt on right at the end, which could bring the last day at work a little closer

The Last Step: ST8 FORM R

You must upload a Form R that covers you up to your **final day at work**. Form Rs are GMC documents that must cover the entire period under review. Any gaps in coverage will delay your Outcome 6 until evidence is provided to demonstrate coverage is complete

ST8 ARCP

This will take place at the same time as all the other ARCPs, in June. We have no flexibility on that: it is an 'Annual' Review, and the Deanery/JCST/GMC will not support ad hoc reviews outside of this process. Ideally, we would recommend you are still employed on the programme for this - just in case

(Those whose CCT date has been moved out of the October cycle through TooT/LTFT should expect a Final ARCP 2-3/52 either side of their recalculated date, unless the recalculation is within 6/52 either side of June in which case you will be part of the regular ARCP season)

Once the O6 is agreed, CCT should be assured, *in absentia* (as it is usually). We are currently supported by a very thorough SAC LM whose early pro-active review catches even the smallest of gaps, which can be plugged ahead of the final ARCP.

Hope we've outlined this satisfactorily to answer your questions. Please be aware of your contracted commitment to your training programme and read the Gold Guide