



## Remedial Portfolio of Learning – Process Flow Diagram

### Eligibility:

1. Registrars who have completed a satisfactory portfolio of learning (accepted by the local and national clinical competency committees) and have not been successful in passing the FCFP exams thirty-six months after exiting the registrar training programme.
2. Candidates under this dispensation will be permitted four (4) attempts to write and pass the exit Fellowship exams over a maximum period of two (2) years after completing the additional training. The first re-attempt may be taken as early as 6 months prior to the completion of the further training programme, and remaining re-attempts may only be taken after completion of the further training.

| Step                                        | Process                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|---------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Registrar Engagement & Setup             | <ul style="list-style-type: none"> <li>• Contact the Academic HOD/PG coordinator to be considered for the programme to motivate for re-registration</li> <li>• University to determine if and how the student is to be registered based on its internal rules and regulations</li> <li>• Arrange access to the Family Medicine e-Portfolio</li> <li>• Pay annual SAAFP fee to get access to the Scorion ePortfolio (through university or privately)</li> <li>• Nominate faculty supervisor</li> <li>• Begin using e-Portfolio resources</li> <li>• Arrange for their own remuneration, accommodation and expenses as a supernumerary registrar in their assigned setting.</li> </ul> |
| 2. Learning Plan Cycle (6 Monthly)          | <ul style="list-style-type: none"> <li>• Create a learning plan with a supervisor</li> <li>• Identify learning needs &amp; activities</li> <li>• Implement structured workplace learning</li> <li>• Monthly supervisor meetings</li> <li>• Mid- &amp; end-allocation reflection</li> <li>• Supervisor signs learning plan</li> </ul>                                                                                                                                                                                                                                                                                                                                                  |
| 3. Workplace-Based Assessments (Continuous) | <ul style="list-style-type: none"> <li>• Ten core EPAs needed</li> <li>• Four elective EPAs needed</li> <li>• WBAs (Mini-CEX/ DOPS/ EBD/ Teaching assessments/ logbooks etc) aligned to EPAs</li> <li>• Multi-source feedback (MSF)- at least one per year</li> <li>• Reflections and feedback with periodic assessments.</li> </ul>                                                                                                                                                                                                                                                                                                                                                  |



|                                                |                                                                                                                                                                                                                                                                                                                                                                   |
|------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 4. Monitoring Entrustability (EPA Development) | <ul style="list-style-type: none"><li>• Track progress across 10 core + 4 elective EPAs</li><li>• Supervisor confirms ad-hoc entrustment levels</li><li>• Evidence accumulates toward Level 4</li></ul>                                                                                                                                                           |
| 5. University CCC Review                       | <ul style="list-style-type: none"><li>• CCC reviews portfolio 2 times per year (interim and final)</li><li>• Discussion with registrar &amp; supervisor</li><li>• Recommendation: satisfactory/further remedial work needed</li></ul>                                                                                                                             |
| 6. National CCC Review & Exit Exam Preparation | <ul style="list-style-type: none"><li>• University CCC assesses the candidate at 18/24 months to determine eligibility to sit the final FCFP exams and recommends eligibility to the HOD.</li><li>• HOD signs off remedial PoL ideally <math>\geq 3</math> months before exam</li><li>• National CCC peer review and provide an accept/decline decision</li></ul> |
| 7. Eligibility to Sit the FCFP(SA) Examination | <ul style="list-style-type: none"><li>• Portfolio accepted → Registrar invited to examinations</li><li>• Registrar registers for the FCFP examination</li></ul>                                                                                                                                                                                                   |