## 2. The Clinical Portfolio

Portfolios are increasingly being used in both undergraduate and postgraduate education. They fulfill a number of objectives, the most basic being to provide you with a structure with which to log your work, experiences and achievements. In addition, when used creatively they can provide a framework for professional reflection. We hope you will use the GPSA portfolio for both these important functions. Personal reflection is both an essential aspect of our professional development and a GMC obligation. A doctor who doesn’t reflect on his/her practice will not develop and ultimately puts their patients at risk. Students at medical school have a lot of clinical exposure and experiences, but the experiences themselves are not enough for real learning. It is only when one reflects on an experience that one can learn from it. This theory was famously expounded by the educationalist David Kolb:

Kolb cycle:

It is no coincidence that the GMC is planning to use portfolios as the basis for revalidation of all doctors in all specialties, and being able to show evidence of reflection (in terms of audits, SEAs and case reports) will be essential.

Your portfolio will have a few fixed elements. Record basic aspects of your practice’s team and demography on this [sheet](https://education.med.imperial.ac.uk/Years/6-1213/GPSA/practicedemo.doc). We suggest you complete this early on in your attachment as it will allow you to put what you are seeing into context.

**Recording consultations**

You are required to write a *brief* report on at least six of your own consultations during your attachment. Without wishing to be too prescriptive we would like you to try to include some of the following topics:

* + - Diabetes
		- Cardiovascular disease
		- Hypertension
		- COPD
		- Asthma
		- Chronic rheumatological condition
		- Chronic neurological condition
		- Polypharmacy or co-morbidity
		- A case with a significant lifestyle or dietary component

To save you time, you may choose to copy and paste from your clinical system (making sure you do NOT copy names ensuring patient confidentiality)

You should record

* + - * what happened
			* what you did
			* any decisions made
			* whether the patient’s current plan / therapy is in line with best practice / national guidance

Your submissions should be:

* *brief*, but thoughtful
* usually less than 1 side of A4 (*never* more than 2)

There are examples of a brief report on the intranet.

Each week your GP Teacher will choose *one* of your submissions for the basis of a case-based discussion (CBD). The results of this discussion will be recorded in your portfolio using this [form](https://education.med.imperial.ac.uk/Years/6-1213/GPSA/cbdform.doc). Your GP should also complete a Clinical Observation Tool (COT) of one of your consultation sessions, using this [form](https://education.med.imperial.ac.uk/Years/6-1213/GPSA/COTform.doc).