Aims of the Reache North West Portfolio

- Record of reflection, feedback and learning which will be useful as evidence for GMC registration, appraisal and job applications and interviews
- Developing the skill of recording reflections on practice
- Improving awareness of professional standards and frameworks (Good Medical Practice)
- Promoting independence as a learner

What sort of things should be in your portfolio?

- PDP (Action/Learning Plan) updated at least every year (use the Reache PDP Template)
- CV with summaries of your clinical experience in practice both outside and in the UK
- SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis or other self-analysis (in PDP Template)
- Certificates for courses attended or done online, with reflections on what you have learnt
- Log of clinical conditions of the patients you have seen in UK practice
- Log of your use of clinical and communication skills
- Reflective pieces in the Foundation Curriculum / Good Medical Practice themes:
    - Relationships with patients
    - Relations with colleagues/Team working
    - Knowledge, skills and performance
    - Safety and quality
    - Maintaining trust
    - Resources for learning and keeping up to date
    - Teaching/Presentation skills
    - Ethical/legal issues
- Feedback from:
    - Placements
    - Drug of the Week presentations that you have given
    - PLAB Medical Update teaching you have given
    - Compliments from patients and colleagues
    - Complaints from patients and their outcome

BMJ Portfolio Setup

- Find by searching BMJ Portfolio or from the bottom of any BMJ Learning page (link on Reache website)
- Access using your BMJ Learning login and password (available free)
- First-time setup:
    - Once logged in, click on "Site settings" at top right
    - Make selection for "Columns", we recommend: Link, Date Started, Notes, Learning Need, Objectives, Outcomes, Future practice.
    - Make selection for "Tags", we recommend: Foundation Programme (all)
    - Click "Submit"
- Click "Add new Entry" button and enter your reflective log, and add as many tags as appropriate from the dropdown "Foundation Programme" and "Type". You can add personal tags if these help you. You can later filter by tags to sort your entries
- For job applications you can print a PDF summary of all or some of your entries (filtered by tag) by clicking "Download" button at top right.