The Royal College of Pathologists
Pathology: the science behind the cure

Learning Environment for Pathology Trainees

(LEPT System)

Guidance notes and application form for Portfolio Pathway Doctors

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Guidance notes on how Portfolio Pathway doctors can access The LEPT system

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1. Who are Portfolio Pathway doctors?

The Portfolio Pathway is the route to specialist registration for doctors who have not completed a GMC-approved programme in the relevant specialty, but who can demonstrate that they have the relevant knowledge, skills and experience.

Doctors applying for specialist registration via the Portfolio Pathway will need to provide evidence that they have the knowledge, skills and experience required to practise as a specialist in the UK. Doctors are no longer required to demonstrate equivalence to the respective Certificate of Completion of Training (CCT) curriculum but must instead demonstrate how they meet the high-level outcomes, known as Capabilities in Practice.

2. What is the LEPT system?

The Learning Environment for Pathology Trainees (LEPT) system is an ePortfolio which is designed to capture trainees' progress during training. It records workplace-based assessments including multi-source feedback (MSF) and a functionality to support the Annual Review of Competence Progression (ARCP) process. The ePortfolio also provides the Educational Supervisor Structured Report (ESSR) which gives a snapshot of a year's training which is used to inform the ARCP.

3. Who is the LEPT system for?

The LEPT system is principally for registered medical trainees in the following CCT specialties:

- Chemical pathology
- Diagnostic neuropathology
- Forensic histopathology
- Histopathology
- Paediatric and perinatal pathology

The LEPT system is also available for use by Portfolio Pathway doctors in the above specialties who wish to make direct applications to the Specialist Register.

The LEPT system is also in use for trainees training in oral and maxillofacial pathology.

4. What does the process for applying for a CCT specialist qualification via the Portfolio Pathway route entail?

The process involves submitting a range of evidence to the GMC to demonstrate the equivalent knowledge, skills and experience. Some of these competencies can be demonstrated by capturing information via an ePortfolio.

Doctors applying via the Portfolio Pathway route must have knowledge, skills and experience in a specialty that is approved for the award of a CCT specialty gained outside of an GMC approved training programme. To be eligible to apply you must have either a specialist medical qualification or at least six months' continuous specialty training in the

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specialty you are applying for. The specialist medical qualification or specialist training can be obtained in any country.

5. How do I apply for the Portfolio Pathway route?

Doctors will need to apply to the GMC, who will then send the applications to The Royal College of Pathologists (RCPath) for evaluation.

Some Portfolio Pathway information is available on the College website at Specialist Registration.

6. How will the LEPT system help the assessment of my Portfolio Pathway application?

The LEPT system will support applications to be assessed for the Portfolio Pathway route as it contains elements of the curriculum. It:

- collects and stores evidence such as workplace-based assessments which are aligned with the specialty curriculum,
- gives access to the completion of MSF assessments,
- generates an ESSR which summarises a trainee's progress in specialty training.

7. Specialty curricula

The specialty curricula are listed at: Training by specialty (rcpath.org)

The latest curricula are dated 2021 and are incorporated in the new LEPT system.

8. Unsuccessful Portfolio Pathway applications

For unsuccessful Portfolio Pathway applications, the GMC will provide a list of recommendations which may also state the missing evidence or the top-up training that is required. The LEPT system can also be used to record training following the GMC's recommendations.

9. How do I gain access to the LEPT system?

Please print and complete the application form which is at the end of this document and return it to the email address below.

The College database will be updated with the necessary information and will sync to the LEPT system.

10. Why do I need an Educational Supervisor/Mentor?

The support of an educational supervisor/mentor is important in assisting Portfolio Pathway doctors in reviewing progress during the training. An educational supervisor/mentor must be selected in the LEPT system before the ePortfolio can be used. It is a mandatory requirement. It is the Portfolio Pathway doctor's responsibility to ensure they have a designated educational supervisor/mentor and that the person have agreed to the role of reviewing the content of the Portfolio Pathway doctor's ePortfolio via the LEPT system. The educational supervisor's/mentor's consent must also be given on the application form.

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11. I have had previous access to the LEPT system. Do I still need to complete the application form?

Yes, this is because some of the details may have changed, and we must keep the records up to date for optimum ePortfolio experience.

12. How much does it cost to access the LEPT system?

The fee is £220 for one years' LEPT access, from the date the application is processed.

13. How should the payment be made?

Card payment must be made via the College website. Following the receipt of the application form, an email notification, within two weeks, will be sent to advise that the College website is open for the card payment to be made.

14. How will I know that I have been given LEPT access?

LEPT access will begin following the processing of the application. An email notification, within two weeks of the receipt of the application will be sent to advise accordingly.

15. Can I re-apply to access the LEPT system for a further year?

Yes, a new application form and fee must be submitted towards the end of the year in which LEPT access is nearing an end.

16. Who should I contact regarding further LEPT queries?

Please address LEPT system queries to:

Sandra Dewar
Assessment Manager

Tel: 020 7451 6765 (direct line)

Email: sandra.dewar@rcpath.org

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Portfolio Pathway Doctors

Application form to access the LEPT System

Prior to completing this application form, please first read the guidance notes above on how Portfolio Pathway doctors can access the LEPT system.

Title:		**Surname:**	

Forename(s):	

I will be undertaking pathology training:	In the UK		Overseas	

Home address including postcode or ZIP code:

Is this your correspondence address?
Yes ☐ No ☐

Daytime telephone number – home/work/mobile (please delete as applicable):	

Email address (in block capitals):	

Workplace address including department, postcode or ZIP code:

Is this your correspondence address?
Yes ☐ No ☐

Please select your specialty:

	Chemical pathology		Diagnostic neuropathology
	Histopathology		Paediatric and perinatal pathology
	Forensic histopathology		

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This declaration is for the completion of the designated Educational Supervisor/Mentor.

(Please tick each box below and sign and date the application form).

☐ I am the designated educational supervisor/mentor for the above Portfolio Pathway doctor, and I agree to use the LEPT system to review progress during their training.

☐ I agree to have the following information/data processed by The Royal College of Pathologists.

Full name of educational supervisor/mentor:	

GMC number: (applicable in the UK)		**Email address:**	

Deanery/LETB: (applicable in the UK)	

Workplace address – including department and ZIP code: (applicable to those outside the UK)	

Signature of educational supervisor/mentor:		**Date:**	

This declaration is for the completion of the Portfolio Pathway doctor who is seeking access to the LEPT system.

(Please tick as applicable and sign and date the application form).

☐ I agree to have my information/data processed by the Royal College of Pathologists.

☐ I understand that access to the LEPT system will be granted for a year from the process date of my application.

☐ If applicable, I attach relevant documentation from the GMC listing additional training requirements.

Portfolio Pathway Doctor's signature:		**Date:**	

Please note: We always ensure we protect everyone's privacy including any personal information that is shared with us. Please refer to our Privacy Policy at https://www.rcpath.org/about-the-college/college-policies/privacy-policy.html.

Please return this completed form to: sandra.dewar@rcpath.org

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