

December 2017

A further update on the transition from Gprime2 to Pivotal from the beginning of the 2018 training year, 5 February 2018. To enable the changeover, there will be no access to gprime during January 2018.

Progress report

- Pivotal presentation made at November Supervisor Workshop ✓
- Training dates have been scheduled ✓
- Appointment of an EV Program Information Systems Officer ✓

RT&Cs

- November RT&Cs are due for completion in gprime by **14 December**, or earlier if possible.
- December RT&Cs to be completed using the offline form and return by **7th January** (if possible) so they can be migrated to Pivotal.
- All late RT&Cs will need to be completed in Pivotal.
- Note: RC&Ts will be referred to as RTCl in Pivotal.

Timeline for Program Activities

Last date for all data entry in gprime2: 20 December 2017

14 December 2017	RT&Cs November records due 14 December (or earlier)
20 December 2017	Supervisor Feedback
20 December 2017	ECTVs
20 December 2017	Registrar Feedback
20 December 2017	Training Advisor Reports (offline report available)
20 December 2017	Training portfolios are to be up to date for stage of training
7 January 2018	RT&Cs December – submit using offline form (early as possible)
5 January 2018	Date of last access
6 January 2018	Gprime access ceases
6 Jan – 4 Feb 2018	No online access for Registrars, Supervisors, Practice Managers & Medical Educators
5 February 2018	Date of first access to Pivotal for Registrars, Supervisors, Practice Managers & Medical Educators
5 February 2018	Pivotal HELP site available

Registrar Update

End of Training Preparation

The End of Training interview will take place during the last Training Advisor visit so ensure that this has been organised well in advance. It is the registrar's responsibility to ensure that the Registrar Portfolio is up to date and all activities, including feedback reports, RT&Cs, procedural skills log, projects (community issues, peer teaching and GP audit) and the learning planner have been **completed before** the cut-off date.

Continuing in Training

Registrars must check their Registrar Portfolio in gprime to ensure that all feedback reports, RCTIs and activities for their stage of training have been **completed before** the cut-off date.

Registrars who **commenced GPT1/PRR1 prior to S2.2016** must ensure they have completed the Procedural Skills Log in gprime by the cut-off date. For further information, refer to the [Registrar Handbook](#)

Practice Update

Supervisor and ECTV Feedback Reports

We are asking all supervisors to submit the Supervisor Feedback and ECVT reports in gprime by the cut-off date to allow time to process and migrate these forms. Any forms not completed by this date will need to be completed in Pivotal or supervisors can request an offline form.

Medical Educator Update

Access to gprime will cease as from 6 January 2018 therefore all **End of Training interviews and forms** will need to be completed by the cut-off date. After this date, program staff can provide copies of the registrar's training portfolio and offline forms on request.

Pivotal Training

EV has scheduled the following training for stakeholders:

Medical Educators	Churchill Workshop (morning)	12 February 2018
	Teleconference (evening)	14 February 2018
Practice Managers	Workshop (day) – venue TBA	13 February 2018
Supervisors	East Gippsland Workshop (evening)	20 February 2018
	Central Gippsland Workshop (evening)	21 February 2018
	South Gippsland Workshop (evening)	22 February 2018
Registrars	GPT1/GPT2 Workshop	22 February 2018

Resources

Work on the Pivotal HELP site is progressing well. This site will provide information on how to perform a range of activities including RCTIs, feedback forms, events etc. The HELP site will be available from 5 February, 2018.

Resources	Online Videos FAQs Online Help	Available on EV website and in development
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Final Reminders

- Please ensure relevant practice staff are advised that the key date regarding the close off for data entry is 20 December
- Advise all staff that there will be no online access to training records or data during January 2018.

Thank you

We thank you all for your patience and appreciate your time and efforts in submitting reports early.

For more information contact EV

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Past editions of this newsletter can be found [here](#)