**Introduction letter to the COVID** **self-certification document**

The purpose of this document is to highlight and acknowledge additional skills that healthcare professionals gained or contributed during the COVID-19 pandemic. This includes (but is not exclusive to) those who have provided patient care beyond the scope of their usual training curriculum in any of the following areas:

* care of COVID-19 positive patients (any setting including general medical or palliative wards)
* acute medical admission unit or acute respiratory admission unit
* medical or surgical high dependency unit
* critical/intensive care unit: (the \***FICM self-certification ‘skills passport’** may be used instead for those who gained extensive procedural skills in critical care)
* redeployment outside usual area of clinical practice
* significant change in usual way of working even if not re-deployed
* contributions or other skills acquired during shielding i.e. virtual/remote consultations

This document can be used by **any healthcare professional (medical or non-medical)** and adapted to suit their professional requirements, as not all sections may be applicable. Transferable capabilities acquired can be categorised according to Generic Professional Capabilities of the General Medical Council (GMC) or other relevant professional bodies such as the Nursing and Midwifery Council (NMC) code; the 4 Allied Health Professional (AHP) pillars; or the General Dental Council (GDC) outcomes.

An account of the skills and experiences gained can be summarised in the attached self-certification document and uploaded to the e-Portfolio. In addition to completing this self-certificate, healthcare professionals are strongly encouraged to write a reflection on their experience. This document is not a requirement for Annual Review of Competency Progression (ARCP) appraisals but may be considered as additional evidence towards curriculum competencies.

It is desirable, but not mandatory, for the completed document to be emailed to a consultant or clinical/educational supervisor, senior nurse, senior AHP or line managerfor verification; ideally one with whom the healthcare professional has worked closely with during the pandemic. **Electronic signatures are encouraged to minimise the administrative burden of printing and scanning.**

The self-certification process is **completely optional.** Some healthcare professionals may prefer to document their experiences of working during the pandemic through usual e-portfolio work-place based assessment and reflections, or during scheduled educational supervisor meetings/appraisals.

Please note: this self-certificate does not replace the need to evidence procedural competence by direct observation of procedural skills (DOPs) and should not be interpreted as evidence of independent practice or clinical competence.

We would appreciate your feedback **AFTER** you have completed the self-certification process, using this link <https://www.surveymonkey.co.uk/r/TBN3SCM> The survey will remain open until **28th February 2021**.

\*The Faculty of Intensive Care Medicine (FICM) skills passport can be found at:

<https://www.ficm.ac.uk/news-events-education/news/ficm-and-hee-launch-covid-skills-passport>

Thank you.