

Horus ePortfolio update for Local Education Provider (LEP) staff – January 2017

Introduction

The aim of this document is to

- [detail training arrangements](#)
- explain what you can do to [help](#)
- [update](#) you on progress made on the development and roll out of the Horus
- [outline plans](#) for between now and August 2017

Training arrangements

- **National training workshops**
 - o Run by Horus ePortfolio team March – April 2017
 - o Aimed at foundation school and selected LEP staff (administrators)
 - o Held locally in each foundation school area / HEE region
- **Local training**
 - o Run by local foundation school teams or LEP representatives who attended national training – arrangements to be made locally
 - o Aimed at LEP staff
 - FPDs
 - ESs / CSs
 - Other trainers
 - Other administrators
 - o A number of training sessions should be arranged to reach as many local users as possible
 - o We recommend that you make arrangements to train FY1 doctors before move on to FY2
 - They will be able to help support incoming FP2017 FY1s just before they complete FY1 and once they have started FY2
- **Horus ePortfolio support site**
 - o Being developed by HEE, to be made available by April 2017
 - o Will contain
 - Quick start guides
 - FAQs
 - Short training videos
- **Webinars**
 - o The Horus ePortfolio team will run webinars near the end of the current training year and throughout the next training year to demonstrate functionality. Further details will be issued in due course.

What can you do to help?

- Keep local users (FPDs, ESs, CSs, other trainers, FDs) up to date with how the changes will be affecting them
- Attend a regional training event if you've been invited by your foundation school
- Support local training events and local users
- Give us regular feedback on the information we're providing and whether there is anything further you need

Update on progress between August 2016 and January 2017

- All of North West of England Foundation School using Horus since August 2016
- Horus user survey run in October 2016 and again in January 2017 – lessons learned are being implemented
- Addition of HEE locations to Horus database and increasing system flexibility
- Foundation Programme Curriculum Delivery Group review and rationalisation of all e-portfolio forms
- National training event arrangements made
- Format of access to historic HEE data in NES ePortfolio confirmed and development work begun
- High level UAT of core database structure (new users, user permissions, placements)

Plans for August 2017

- Jan-Feb 2017
 - NES ePortfolio archive data interface developed
 - Work on upgrading Horus hosting, capacity and helpdesk
 - User interface/functionality updates (including core content) for FP2017
- March-April 2017
 - User acceptance testing (UAT) for FP2017 updates
 - Train the trainer and cascaded training events
 - NES ePortfolio archive data interface completed
- May-July 2017
 - Cascaded training events, updated training materials published
 - New users granted access to Horus
 - New users granted access to NES ePortfolio archive data interface
- August 2017
 - All foundation users within HEE will have access to and be using Horus

Queries

If you have any queries or suggestions about the move to Horus, please

e-mail hee.horus@nhs.net and/or

see <https://www.nwpgmd.nhs.uk/horus-eportfolio-foundation-training-england> for further details.