

Horus ePortfolio update – December 2017

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Summary

- [Horus ePortfolio](#) website performing well. Tuesday 5 December 2017 was our busiest day so far and the average page load time remained under 2 seconds. Development of further features continues.
- [Horus Support Site](#) being updated almost daily with [FAQs](#) and [general updates](#)
- 583 non-trainee grade ([NTG](#)) doctors using HEE Horus to record their own competences
- Approximately 300 'out of synch' FDs remain on NES ePortfolio during FP2017
- [HEE FP e-portfolio archive](#) system ("the Archive") performing well.

Important guidance for all Horus users

- [TAB requirements](#) are published in the [curriculum](#) and cannot be derogated from. A TAB should not be marked as "Satisfactory" unless ALL requirements have been met. Local education providers and foundation schools should ensure that TABs are being completed appropriately.
- A maximum of **two** [foundation doctors can count](#) towards the total number of TAB responses. More can be requested and will be displayed in the TAB summary, but they will not add to the minimum requirements.
- The [TAB summary](#) cannot be reverted to draft once it has been submitted, as this could risk loss of anonymity. Supervisors and administrators should ensure that no further changes are expected to the TAB before they save the TAB Summary.
- The TAB summary **can** be completed [after the 45 days of TAB](#) have expired.
- E-Learning for Healthcare (E-LfH) modules should continue to be completed by FDs – any modules that are completed within the "[Foundation \(FND\)](#)" programme will be available to view (and map to the curriculum) within Horus [once account linking is available](#) in early 2018.
- The Quality Improvement form cannot be signed by a supervisor/administrator in Horus. Please note the [purpose of the QI form](#) in Horus.
- The [forms within Horus](#) are not designed by the Horus team. Any queries or feedback about forms in Horus or the requirements of the foundation programme should be discussed with your local postgraduate centre team / foundation programme director / HEE foundation team / foundation school director.
- [Technical queries](#) should be sent to the Horus helpdesk: servicedesk.horus@hee.nhs.uk (not the 'enquiries' email address).

Developments during mid-November-December 2017

- Features released: [Foundation doctor photos](#); PSG feedback process updated to allow up to 20 respondents; SLEs and CPs can now be deleted when in "nominate new signatory" mode
- In progress development: ARCP; 'My Activity'; number of smaller additions and enhancements
- Much work has been done in the background to further improve database and website performance.

Plans for December 2017 – January 2018

- Release outstanding features: 'My activity'; Mid-year review, Career planning and PDP progress (self-evaluation) forms; ARCP; e-LfH linking; mandatory certificates; noticeboard; further admin reports

HEE FP e-portfolio archive

- 17,000 users have logged in in 96 countries in the past 3 months (since release).
- The system is [read-only](#): it is not possible to add, delete or change information (except email address and password). This includes adding new users and updating permissions. Every HEE [foundation school team](#) has at least one (most will have more) member of staff who has access to the Archive.
- Forms and certificates can be [downloaded](#) by 'printing to pdf' using your browser's in-built pdf print function or a number of free to download pdf printer add-ons for a variety of browsers.
- [Technical queries](#) should be sent to the Archive helpdesk: websupport@hee.nhs.uk (not the 'enquiries' email address).

Queries

If you have any queries or suggestions about HEE Horus, please consult our "[Contact us](#)" webpage.

Important links

Website	URL
Horus ePortfolio	https://horus.hee.nhs.uk
Horus Support Site	https://supporthorus.hee.nhs.uk
HEE FP e-portfolio archive	https://fpeportfolioarchive.hee.nhs.uk
FP Curriculum 2016	http://www.foundationprogramme.nhs.uk/curriculum/
UK foundation schools	http://www.foundationprogramme.nhs.uk/pages/home/deaneries-foundation-schools