JRCPTB
Joint Royal Colleges of Physicians Training Board

Training

Federation Portfolio Pathway Assessor

Job Description

Job Title: Portfolio Pathway Assessor

Accountable To

The Federation of the Royal Colleges of Physicians of the UK through the JRCPTB. Assessors operate under the oversight of the relevant Specialty Advisory Committee (SAC) Chair/Portfolio Pathway Lead who is responsible for specialty oversight.

Purpose of the Role

The Federation is contracted by the GMC to assess applications submitted through the Portfolio Pathway (formerly known as CESR). Assessors provide independent expert assessment of evidence submitted by doctors seeking entry to the GMC Specialist Register outside an approved training programme.

The role helps ensure that decisions are fair, evidence-based, consistent, and aligned with the standards expected of a consultant physician. By undertaking this role, Assessors contribute directly to patient safety, workforce development, and the maintenance of professional standards within their specialty.

Key Responsibilities

Assessment and Evaluation

- Review Portfolio Pathway applications and supporting evidence.
- Evaluate evidence against the relevant specialty curriculum and consultant-level capabilities.
- Determine whether evidence demonstrates the breadth and depth of practice expected for specialist registration.
- Participate in independent or panel-based assessment processes as required.

Reporting

- Contribute to the preparation of assessment reports.
- Review and approve final recommendations and reports submitted through the JRCPTB process.
- Provide clarification where requested by the GMC following submission of an assessment.

Professional Standards

- Ensure assessments are objective, fair, and evidence-based.
- Apply Equality, Diversity and Inclusion principles throughout the evaluation process.
- Declare and manage any conflicts of interest.
- Maintain confidentiality regarding applicants and application materials.

Training and Development

- Complete Assessor training provided by the JRCPTB.
- Keep up to date with changes to specialty curricula, GMC requirements, and Portfolio Pathway processes.
- Participate in calibration and quality assurance activities to support consistency of assessment and decision making.

Person Specification

Essential Criteria

Applicants must:

- Hold full GMC registration with a licence to practise.
- Be included on the GMC Specialist Register in the relevant specialty.
- Have a comprehensive understanding of consultant-level practice within their specialty.
- Be a Member of Fellow of one of the Royal Colleges of Physicians of the UK
- Be familiar with the relevant specialty curriculum and capability framework.
- Have a good understanding of of UK Postgraduate Medical Education
- Have a good understanding of Equality, Diversity and Inclusion principles and the requirements of the Equality Act 2010.
- Be able to make balanced and objective professional judgements based on evidence.
- Demonstrate strong written communication skills.

Conflict of Interest Requirements

Assessors must:

- Not to have been involved in the applicant's educational supervision, clinical supervision or assessment where this could reasonably create a conflict of interest.

Assessors must declare any actual, potential or perceived conflict of interest before accepting an application.

- Not be actively communicating with the applicant regarding the application.
- Be free from any conflict that could impair the independence of their assessment.

Time Commitment

- Approximately 4-5 hours per application.
- Usually 2-4 applications annually, depending on specialty demand and application volume.

Benefits of the Role

By becoming a Federation Portfolio Pathway Assessor, you will:

- Support patient safety and high professional standards.
- Help shape the future consultant workforce.
- Contribute to fair and robust specialist registration decisions.
- Enhance your understanding of curriculum standards and consultant capabilities.
- Gain professional recognition for an important national contribution to medical education and workforce development.

Recognition

Although this is a voluntary, non-remunerated role, Assessors will receive formal recognition of their contribution through a letter from the JRCPTB Medical Director for Training and Development.

Applications

Please send a CV and a short expression of interest to: portfoliopathway@thefederation.uk