Please complete this checklist before submitting your portfolio to ensure that you have included all of the required pieces of coursework.

Trainee’s Name: _______________________________ Institution: _______________________________

<table>
<thead>
<tr>
<th>Portfolio Contents</th>
<th>Trainee: Completed and included</th>
<th>Course organiser: Received</th>
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<tbody>
<tr>
<td>Portfolio Assessment Rubrics</td>
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<td>Numeracy Test</td>
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<td>Scope of Practice</td>
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<td>Personal Drug Formulary</td>
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<td>Personal Development Plan</td>
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<tr>
<td>Drug Monograph and Clinical Application of Drug Use</td>
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<tr>
<td>Presentation Assessment Rubrics</td>
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<td>Learning Log</td>
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<tr>
<td>Prescribing Log x 5</td>
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<tr>
<td>Mini-CEX x 2</td>
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<td>Case-based Discussion x 2</td>
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<td>Final signing off sheet (signed by yourself and Clinical Supervisor)</td>
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Please leave this completed form in the front of your portfolio, followed by the above pieces of coursework in the order listed.