Dear ST2 Trainee,

Further to Professor Oscar Traynor's correspondence, please see details below re the Connect SA Trainee portal for booking your classes.

As of now ST 2 Module 1 OSS, the first ST2 Specialty days & the rescheduled ST1 OSCE's are now available to book via your page on the portal. OSS Administrator ,Lorraine O'Keeffe, will contact you directly via the OSS email: oss@rcsi.ie to advise when the remaining OSS modules and combined ST2 OSCE's are available to book.

HFPS Administrator, Simone Brennan, will be in touch with you directly via the HFPS email: humanfactors@rcsi.ie to advise when your HFPS/OSS blended dates are available for booking and will provide all other details (links, timelines, uploading certs etc.) regarding the online modules.

To reiterate Prof Traynor's advice please book your class slots as soon as they are published, having ensured you have booked your leave.

Please refer to pages 15-17 of the CST Guidebook 2020 / 2021 here for full details of mandatory attendance, completion of online training and penalties. (note: do not refer to 2019/2020 guide for this information as updates have been made.)

The **Connect SA Trainee Portal** links directly to our Surgical Training CRM database and is designed to manage class attendance and documentation throughout the training span of an RCSI surgical trainee. Along with booking into your mandatory training classes, the portal can be used to store a range of training documents such as:
- Signed training agreement (2020 ST1's onwards but if you are in ST2 you can also upload a copy of your signed agreement if you wish)
- Confirmation of completion of online classes for Human Factors and Patient Safety (details to follow with information on OSS/HFPS classes 2020-21)
- Change of Mind documentation (if applicable)
- Current CV
- Course attendance certs
- Other training documents relevant to your stage of training

 You can access the trainee portal using CHROME at: https://connectsatrainees.rcsi.com   Please use your RCSI.com email & password to access. The Portal is mobile enabled.
A demo for using the portal is available at : https://vimeo.com/347523263/237cd4e374

For any queries relating to classes please contact oss@rcsi.ie or humanfactors@rcsi.ie