

Some guidance on what makes a good Educational Supervisor Report

- Judgements are referenced to evidence available in the portfolio (eg linked to specific WBA, Clinical Supervisor report, curriculum competencies)
- Provides a thorough and comprehensive summary of the training period being reviewed.
- Refers to progress made with the trainees personal development plan
- Refers to any relevant ARCP decision aid when commenting on assessments etc
- Comments on the assessments undertaken and whether the required number have been done, whether these have been appropriately spread out through the period of training being reported on and the range of assessors completing the assessments.
- Comments on the range of CPD undertaken, including mandatory training day attendance, ALS training etc.
- Comments on the reflective practice undertaken by the trainee.
- Comments on audit work, QI work, research experience, management experience where appropriate.
- Comments on progress with curriculum competency sign off (and linked with this all relevant competency areas on eportfolio have been signed off appropriately by the ES)
- Comments on specific achievements, areas of good practice identified.
- Highlights strengths and weaknesses.
- Discusses actions, outcomes and reflections for any serious incidents.
- Identifies areas for development or aspects of training that are unsatisfactory
- Indicates that the trainee has been forewarned of the possibility of a “non-standard outcome” (not an outcome 1) if this is anticipated by the ES
- Makes recommendations for their next year (development needs) and these are appropriate
- Provides some form of handover if there is a transition to a new trainer.
- Completed by the deadlines set by HEE Wessex!