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| Name of educational supervisor: | Specialty: |
| Name of trainee: | Level of trainee: |
| Date of ARCP Panel: | ARCP outcome: |

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|  | Education Supervisor Report Criteria | |  | | Free text comments to support Panel Chair in giving feedback to ES |
| 1 | Report completed two weeks before ARCP? | | Yes | No | If not when was report uploaded? |
| 2 | Does it map or reference to trainee’s learning objectives for this period of training | | Yes | No | *N.B. Required to assist confirmation that trainee has completed all components required for this stage* |
| 3 | Suggestions for trainee development are made AND are appropriate to next stage of training | | Yes | No | *N.B. ES responsible for overseeing trainees’ ‘trajectory’ through training* |
| 4 | Additional achievements or successes | | Yes | No | *N.B.it is desirable for trainers to acknowledge* |
| 5 | Areas needing development, or that are unsatisfactory, have been identified and appropriate guidance/ actions have be undertaken | | Yes | No | *N.B. This is essential when there are concerns* |
| 6 | A clear statement in the ES report that anticipated outcome of the ARCP was discussed with the trainee | | Yes | No |  |
| 6 | Overall quality of the report | | | | |
|  | Excellent (report >14 days before panel AND detailed narrative fields 2,3 and 4, **plus** 5 if indicated**)** | | | |
|  | Satisfactory level of information to assist ARCP panel to determine Outcome | | | |
|  | Inadequate information for panel to make judgement: ***trainee will get Outcome 5, revised when a second ES report is presented*** | | | |

Form completed by ……………………………….. ……..on behalf of the panel

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| Reflections for Appraisal including any identified development needs |
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Form template updated: J Siddall, FRCOG, FAcadMEd, Dec 2017

Form templated updated: J Hazelgrove FRCA FFPMRCA and D Cope MRCGP FRCPsych Mar 2018