

The Educational Supervisor Report

The following are 3 examples of Educational Supervisor's reports, which are intended to demonstrate their variable nature and also to illustrate how the ES report may assist the ARCP process by highlighting aspects of the trainee's progress which may not be apparent in the trainee's submitted portfolio.

The first, for Dr Goode, is a barely acceptable ES report which does not expand on any information that the trainee will have already submitted. There are a couple of points which could be improved:

- On page 1, the previous ARCP outcome is given as satisfactory, when an outcome 1, 2 or 3 etc should be provided.
- Consultant feedback has only been provided from Dumfries – ideally it should also be available from the trainee's second rotation to the Southern General, but the trainee has only rotated there fairly recently.
- On page 2, the ES report provides only a brief description of all aspects of the trainee's portfolio. The ES should try and provide a little more detail, including their judgement of how the trainee has performed or their expectations for the future months. Examples of this would be *"Failed OSCE in December, but has since been working hard to improve his performance and has organised several practice vivas in house"*, or for audits *"Has completed an audit on checking of ICU resuscitation bag and an audit on preoperative assessment in same day admissions. The first was presented at the ICU meeting and should hopefully lead to a change in practice, and the second is due to be presented shortly."*
- Page 3 provides a brief summary of overall performance but again a valued judgement would be useful, for example *"Making good overall clinical progress. Although she is not in a position to apply for an ST3 post for August, I would expect her to be a good candidate for February ST3 recruitment. She is hoping to publish her case report and aim for a poster presentation of her current audit on same day admissions over the next few months"*

The second example, for Dr Selling, is an exemplary ES report which illustrates some of the above points. It provides an excellent summary of the trainee's achievements during the last year and also includes appropriate points that the trainee is planning to address over forthcoming months.

The report indirectly indicates the content of discussions that have taken place between the ES and Dr Selling and clearly gives an impression that the trainee is progressing extremely well.

Writing a report is undoubtedly easier with a trainee who is performing well and I have been asked how the ES could convey that there may be problems with a trainee when, to date, concrete evidence is lacking.

I have attempted to demonstrate this in example 3, for Dr Parr. It is clear that this trainee has had delays in passing both the Primary and the Final FRCA, and had an extension to training as a LAT CT2 for 1 year. In the free text, there are indicators of the discussions that have occurred between the ES and the trainee regarding the exam, viva practice, the wider aspects of his portfolio (such as audit, teaching and meetings attended), and his involvement in departmental activities. The ES has also conveyed whether these discussions have been of benefit to date and provides pointers for the ARCP panel to reassess at the interim ARCP in six months time.

In conclusion, the ES report can be very helpful to the ARCP panel by highlighting strengths and weaknesses of the individual trainee, giving a professional judgement on overall progress or providing any additional evidence (if available) that may not be apparent in the trainee's portfolio. For a trainee with difficulties, the use of carefully used phrases in the report can indicate concerns of the ES and signal aspects for review at future ARCPs.

WEST OF SCOTLAND SCHOOL OF ANAESTHESIA
EDUCATIONAL SUPERVISOR'S STRUCTURED REPORT FOR ARCP

Trainee Dr P Goode

Year of training CT/LAT 2

CCT Date (if known)

NTN (if known) CW/009/432

Educational Supervisor Dr Lynn Newman

Base Hospital Southern General Hospital

ALL PREVIOUS ANNUAL / INTERIM REVIEWS

DATE	YEAR OF TRAINING	OUTCOME
10/05/12	CT1	Satisfactory

ROTATIONS SINCE LAST REVIEW

DATES	ROTATION	Consultant Feedback Summary Form attached Y / N *
Aug 12-Feb 13	Dumfries and Galloway	Y
Feb 13 – May 13	Southern General – general duties	N
May 13 – Jul 13	Southern General - obstetrics	N

- **Consultant Feedback**, from West of Scotland Consultant Feedback Forms, is required for all sub-specialty units and at least annually for general training. Each summary form **must** be submitted with the ESR.

WEST OF SCOTLAND SCHOOL OF ANAESTHESIA
EDUCATIONAL SUPERVISOR'S STRUCTURED REPORT FOR ARCP

CAREER DEVELOPMENT SINCE LAST REVIEW

ACTIVITY	COMMENTS
Exam status	Has MCQ and viva Failed OSCE Dec
Log book	Satisfactory
Research	None as yet
Audit	Completed 2 audits this year
Courses / Meetings	Using study leave budget appropriately Attended Simulator and exam courses
Teaching delivered	IMPACT ALS
Presentations given	Journal clubs x2 in dumfires Case report on myasthenia gravis
Management	Organised xmas rota SGH

WEST OF SCOTLAND SCHOOL OF ANAESTHESIA
EDUCATIONAL SUPERVISOR'S STRUCTURED REPORT FOR ARCP

OTHER OUTCOMES

ACTIVITY	COMMENTS
Complaints	Nil
Reported adverse incidents	Nil
Satisfactory number of Workplace Based Assessments & units of training completed ?	yes
Multi Source Feedback attached ? *	Y
Overall performance	Making good clinical progress. Sitting OSCE again in May

* **MSF** is due annually: from ICM if block completed, otherwise from general training if no ICM block. The MSF summary form **must** be submitted with the ESR.

I confirm that this is an accurate summary of the trainee's learning portfolio, covering the period from the date of last paperwork submission :
to :

Signed (Educational Supervisor) *Lynn Newman*

Date 12th April

Signed (Trainee)

Date

WEST OF SCOTLAND SCHOOL OF ANAESTHESIA
EDUCATIONAL SUPERVISOR'S STRUCTURED REPORT FOR ARCP

Trainee Dr X Selling

Year of training CT/LAT ST3

CCT Date (if known)

NTN (if known) CW/245/189

Educational Supervisor Dr Lynn Newman

Base Hospital Southern General Hospital

ALL PREVIOUS ANNUAL / INTERIM REVIEWS

DATE	YEAR OF TRAINING	OUTCOME
09/05/2011	CT1	Outcome 1
16/05/2012	CT2	Outcome 1

ROTATIONS SINCE LAST REVIEW

DATES	ROTATION	Consultant Feedback Summary Form attached Y / N *
01/05/12-31/07/12	Forth Valley – obstetrics	Y
01/08/12-07/10/12	SGH – general rota	N
08/10/12-02/01/13	SGH – ICU	Y (plus MSF)
03/01/13-06/02/13	SGH – general rota	Y
07/02/13-04/03/13	Glasgow hospitals – pain rotation	Y
05/03/13-02/06/13	SGH - obstetrics	Y

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WEST OF SCOTLAND SCHOOL OF ANAESTHESIA
EDUCATIONAL SUPERVISOR'S STRUCTURED REPORT FOR ARCP

CAREER DEVELOPMENT SINCE LAST REVIEW

ACTIVITY	COMMENTS
Exam status	X has passed the MRCP UK in October 12 and the Final FRCA written in March this year. He is studying hard for the June sitting of the SOE and has taken part in several practice vivas within the department.
Log book	Good cumulative numbers, with significant obstetric cases during the last year due to specialty blocks. Increasing numbers working with distant supervision. A notable deficit is upper limb blocks, which he is planning to address.
Research	Recent ICU case report and letter awaiting publication. He is collecting data for a project with Dr Lang in which he is comparing the efficacy of blind landmark and ultrasound guided fascia iliaca blocks for fractured neck of femur.
Audit	Completed a number of projects, which have been presented. These include sugamadex usage, cooling after cardiac arrest and fasting protocols. Assisted with quality improvement by updating fasting protocol, including section on diabetes.
Courses / Meetings	Wide variety of courses and meetings including GAT, SSA trainee's day and Ultrasound guided regional anaesthesia course in Glasgow. Attending Final examination course WoS
Teaching delivered	Presented teaching on several occasions at department tutorials and to FY trainees on central line insertion. Positive feedback obtained. Moving forward in intermediate training he has recognised teaching to be a significant interest and wishes to attend a teaching course.
Presentations given	Presented poster at GAT Presented to the anaesthetic department on 4 occasions, again with positive feedback. Engages and contributes to M&M meetings.
Management	Involved in updating fasting protocols within the department (see above). Assists in organising monthly journal club.

WEST OF SCOTLAND SCHOOL OF ANAESTHESIA
EDUCATIONAL SUPERVISOR'S STRUCTURED REPORT FOR ARCP

OTHER OUTCOMES

ACTIVITY	COMMENTS
Complaints	Nil
Reported adverse incidents	M&M perioperative MI reported and presented
Satisfactory number of Workplace Based Assessments & units of training completed ?	Making steady progress with CUTs, including ICU, pain and some general. Obstetric block complete but final sign off due. Organises himself well in ensuring WPBAs completed continually
Multi Source Feedback attached ? *	Yes from ICU block Dec 12
Overall performance	Another excellent year. X is a very organised and motivated trainee, who is well respected and reliable. Clinically he is very capable and able to work with increasingly distant supervision. Particular strengths are his practical and communication skills. After completing the exam, he is planning to focus on developing his teaching, completing his research project and enhancing his CV in order to apply for a research post.

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I confirm that this is an accurate summary of the trainee's learning portfolio, covering the period from the date of last paperwork submission :
to :

Signed (Educational Supervisor) *Lynn Newman*

Date 10th June 13

Signed (Trainee)

Date

WEST OF SCOTLAND SCHOOL OF ANAESTHESIA
EDUCATIONAL SUPERVISOR'S STRUCTURED REPORT FOR ARCP

Trainee Dr B Lowe Parr

Year of training CT/LAT ST4

CCT Date (if known) tbc

NTN (if known) CW/245/997

Educational Supervisor Dr Lynn Newman

Base Hospital Southern General Hospital

ALL PREVIOUS ANNUAL / INTERIM REVIEWS

DATE	YEAR OF TRAINING	OUTCOME
15/05/09	CT1	1
09/05/10	CT2	3
24/05/11	CT2 LAT	7.1
18/05/12	ST3	1
07/06/13	ST4	3

ROTATIONS SINCE LAST REVIEW

DATES	ROTATION	Consultant Feedback Summary Form attached Y / N *
03/06/13-04/09/13	SGH – general rota	N
05/09/13-06/12/13	SGH – ITU	Y
07/12/13-02/02/14	SGH – general rota	Y

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WEST OF SCOTLAND SCHOOL OF ANAESTHESIA
EDUCATIONAL SUPERVISOR'S STRUCTURED REPORT FOR ARCP

CAREER DEVELOPMENT SINCE LAST REVIEW

ACTIVITY	COMMENTS
Exam status	Passed the written FRCA in September 13 (3 rd attempt) Failed the SOE in December. Repeat sitting of SOE in June but also sitting Irish Fellowship in March 14 as training extension finishes at end of July. Despite encouragement he has participated in very few practice vivas in the department
Log book	Logbook numbers are good, as would be expected from the additional time in training. Broad spread of specialties. Previous weakness identified was fiberoptic intubations but no additional experience gained in last six months.
Research	No research to date
Audit	Previous ICU audit (on documentation of discussions with relatives) completed in May 13. No recent audit as focussing on exam preparation
Courses / Meetings	Attends departmental meetings Has attended WoS Final FRCA course and attended Mersey SOE course in September 13 Few national or regional meetings attended in last 12 months
Teaching delivered	Teaching to new starts on neuromuscular blocking drugs Sept 13
Presentations given	Presented case of drug administration error at M&M meeting
Management	No recent management activity. Wishes to commence LAMP courses after exam success

WEST OF SCOTLAND SCHOOL OF ANAESTHESIA
EDUCATIONAL SUPERVISOR'S STRUCTURED REPORT FOR ARCP

OTHER OUTCOMES

ACTIVITY	COMMENTS
Complaints	Nil
Reported adverse incidents	Drug error reported on datix and presented at M&M meeting, where midazolam administered instead of ondansetron
Satisfactory number of Workplace Based Assessments & units of training completed ?	No recent WPBAs as all required CUTs achieved for intermediate training
Multi Source Feedback attached ? *	Yes
Overall performance	<p>B has had difficulty passing the Final FRCA and is now intending to sit both the Irish and London exams. He has not always fully engaged in the opportunities available to him, such as practice vivas.</p> <p>His audit and teaching portfolios have lapsed due to concentrating on the exam and he accepts that it will require a lot of hard work to catch up with his peers. I have also encouraged him to utilise study leave and attend more meetings.</p> <p>His Consultant feedback is satisfactory but there is a tendency for him to avoid involving himself in any departmental activities. We have discussed this and I would hope that this will improve once he has passed the exam.</p>

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I confirm that this is an accurate summary of the trainee's learning portfolio, covering the period from the date of last paperwork submission :
to :

Signed (Educational Supervisor) *Lynn Newman*

Date 11th Feb 14

Signed (Trainee)

Date