

TRAINEE/CAREER MEDICAL OFFICER ASSESSMENT 2017

All Vocational Trainees and Career Medical Officers are required to undertake a performance assessment with their training supervisor or Unit Head (or delegate) before the completion of the contract period. This assessment must be submitted to Monash Doctors Education by 4th December 2017.

<p>For Submission Scan and Email to : Mededucation@monashhealth.org fax: (03) 9594 2042 For any queries contact Monash Doctors Education Phone: (03) 9594 4809</p>	<p>Mail: Monash Doctors Education Monash Medical Centre Level 1, McCulloch House 246 Clayton Road, Clayton Vic 3168</p>
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NAME OF TRAINEE/CMO:	ROTATION:
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- TRAINEE (eg. JRMO, SRMO, BPT2, Registrar and Advanced Trainee)**
- CAREER MEDICAL OFFICER**

Please tick the appropriate LEVEL.	Clearly below expected level	Borderline	At expected level	Clearly above expected level	N/A Unable to assess
CLINICAL COMPETENCY *					
Knowledge base. Demonstrates adequate knowledge of basic and clinical sciences.					
Clinical skills. Elicits and records accurate, complete history and clinical examination findings					
Clinical judgement / Decision making Organises, synthesises and acts appropriately on information; applies sound knowledge base.					
Self-awareness. Recognises limits of own skills & knowledge, and actively seeks feedback & assistance to continuously improve.					
Procedural skills. Performs procedures competently					
VERBAL & WRITTEN COMMUNICATION SKILLS *					
Patient and family. Interacts effectively and sensitively with patients and families / care givers.					
Medical records / Clinical documentation. Provides clear, comprehensive and accurate records.					
PERSONAL AND PROFESSIONAL CONDUCT *					
Professional responsibility. Demonstrates punctuality, reliability, honesty and self-care.					
Teaching. Proactive in teaching other healthcare professionals, patients and/or care providers.					
Time management skills. Organises and prioritises tasks in an effective manner.					
Teamwork and colleagues. Works with and contributes effectively within a team.					

TO BE COMPLETED BY SUPERVISOR WITH THE TRAINEE.

Overall Performance:

- Clearly Above Expected Level
- Expected Level
- Borderline
- Clearly Below Expected Level

Provide comments/feedback on strengths and areas for further development towards practice improvement.

Clinical management
Communication
Professionalism

PERFORMANCE IMPROVEMENT PLAN (PIP) (must be completed if performance is “borderline” or “clearly below expected level”)

Issue identified	Actions/Tasks to address Issue (including time frame)	Review date and Person responsible

SUPERVISING CONSULTANT

Name (please print) _____ Signature: _____ Date: _____

TRAINEE /CMO FEEDBACK CONFIRMATION

I have seen this report and discussed it with my supervisor

Name (please print) _____ Signature: _____ Date: _____

Trainee/CMO to complete:

I have completed my Monash Health required training (all courses available on Monash Health Learning):

Fire Training	Yes <input type="checkbox"/>	No <input type="checkbox"/>
iBelong	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Patient Centred Care	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Hand Hygiene	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Aseptic Technique	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Medication Safety	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Patient identification and Procedure Matching	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Clinical Handover	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Blood Transfusion Safety	Yes <input type="checkbox"/>	No <input type="checkbox"/>
BLS	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Preventing Falls and Harm from Falls	Yes <input type="checkbox"/>	No <input type="checkbox"/>