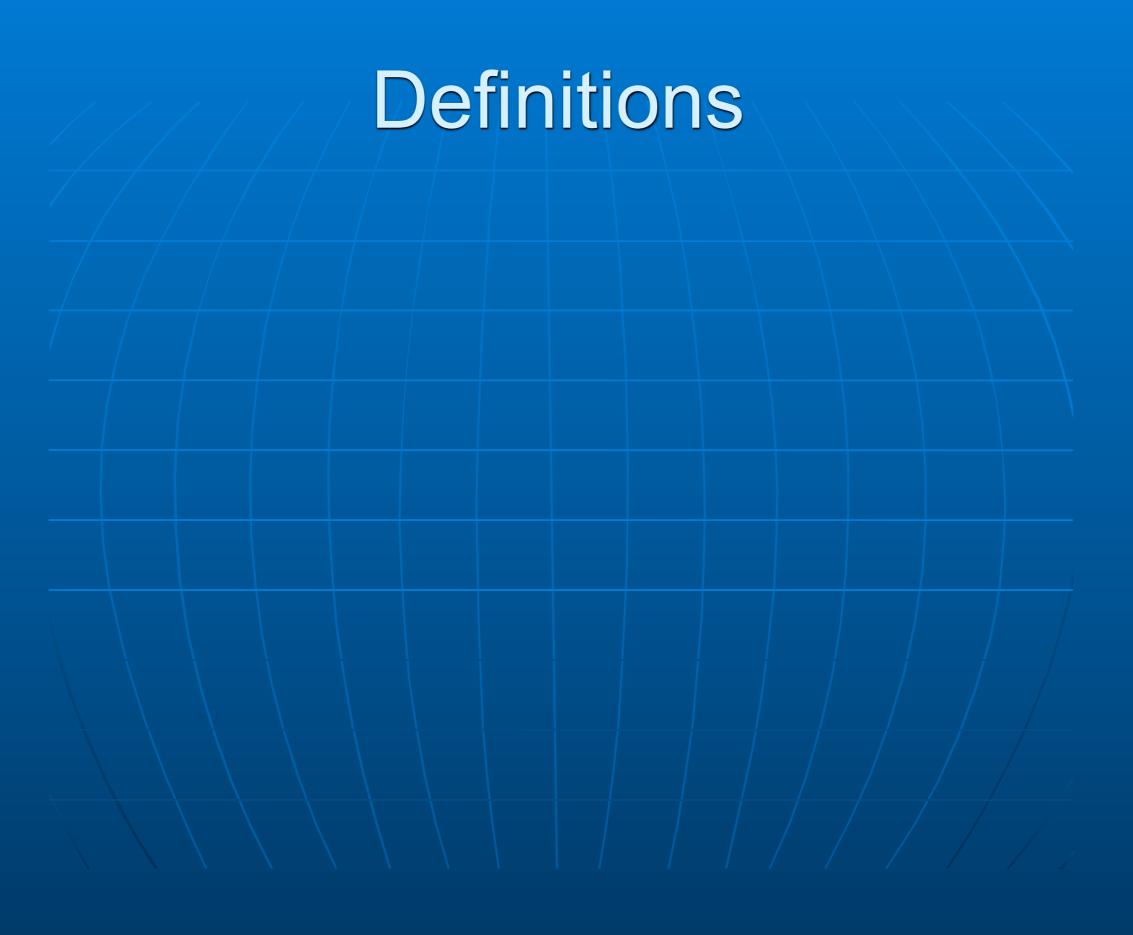
APPRAISAL FOR DOCTORS

APPRAISAL FOR DOCTORS

Dr E. El-malek
Consultant in Emergency Medicine
NMGH



Appraisal is "a process to provide feedback on doctors' performance, chart their continuing professional development and identify their development needs"

Appraisal is "a process to provide feedback on doctors' performance, chart their continuing professional development and identify their development needs"

(Department of Health, 2001)

Appraisal is "a process to provide feedback on doctors' performance, chart their continuing professional development and identify their development needs"

(Department of Health, 2001)

Its primary purpose is formative and developmental. However, it does require evidence to be gathered to support the appraisal and which can also be used to inform the other processes.



Assessment is "a formal process which examines performance"

It is summative rather than formative.

- It is summative rather than formative.
- Designed to ensure competence and safety.

- It is summative rather than formative.
- Designed to ensure competence and safety.
- This process for the colleges and PMETB.

- It is summative rather than formative.
- Designed to ensure competence and safety.
- This process for the colleges and PMETB.
- It covers all areas of Good Medical Practice.

- It is summative rather than formative.
- Designed to ensure competence and safety.
- This process for the colleges and PMETB.
- It covers all areas of Good Medical Practice.
- You will be retrospectively assessed against national standards.

- It is summative rather than formative.
- Designed to ensure competence and safety.
- This process for the colleges and PMETB.
- It covers all areas of Good Medical Practice.
- You will be retrospectively assessed against national standards.
- Issues that have been identified by the assessment process can be addressed developmentally through appraisal.



Revalidation is "the mechanism by which the GMC will grant a licence to practice"

Revalidation is "the mechanism by which the GMC will grant a licence to practice"

 Satisfactory Appraisal and Assessment will together fulfil the requirement for Revalidation.

Revalidation is "the mechanism by which the GMC will grant a licence to practice"

- Satisfactory Appraisal and Assessment will together fulfil the requirement for Revalidation.
- You must have 5 appraisal to be revalidated.

Revalidation is "the mechanism by which the GMC will grant a licence to practice"

- Satisfactory Appraisal and Assessment will together fulfil the requirement for Revalidation.
- You must have 5 appraisal to be revalidated.
- You will be required to demonstrate that you have been practising medicine in line with Good Medical Practice.



Good clinical Care

- Good clinical Care
- Maintaining good medical practice (keeping up to date)

- Good clinical Care
- Maintaining good medical practice (keeping up to date)
- Relationship with patients

- Good clinical Care
- Maintaining good medical practice (keeping up to date)
- Relationship with patients
- Working with colleagues

- Good clinical Care
- Maintaining good medical practice (keeping up to date)
- Relationship with patients
- Working with colleagues
- Probity

- Good clinical Care
- Maintaining good medical practice (keeping up to date)
- Relationship with patients
- Working with colleagues
- Probity
- Health



What must I do?

Familiarise yourself with the appraisal folder

What must I do?

- Familiarise yourself with the appraisal folder
- Build up your portfolio and gather evidence around the principles of Good Medical Practice

What must I do?

- Familiarise yourself with the appraisal folder
- Build up your portfolio and gather evidence around the principles of Good Medical Practice
- Understand the appraisal process

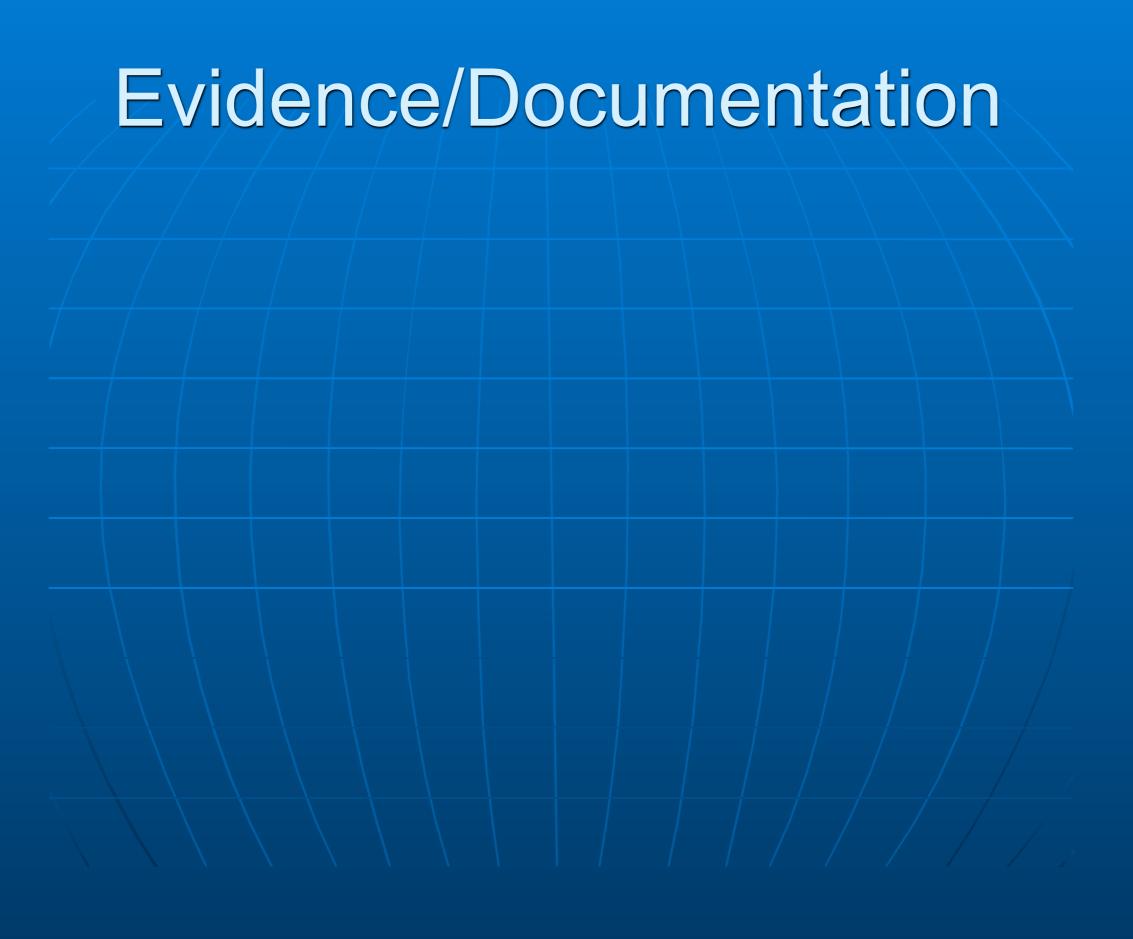


Forms 1&2: personal details, your training and your work

- Forms 1&2: personal details, your training and your work
- Form 3: It gives specific guidance on the data and evidence required. It should include your records of assessment, training, CPD, teaching, relationships with patients and colleagues, 360 degree and declaration for probity and health

- Forms 1&2: personal details, your training and your work
- Form 3: It gives specific guidance on the data and evidence required. It should include your records of assessment, training, CPD, teaching, relationships with patients and colleagues, 360 degree and declaration for probity and health
- Form 4: summary of appraisal discussion and sign off

- Forms 1&2: personal details, your training and your work
- Form 3: It gives specific guidance on the data and evidence required. It should include your records of assessment, training, CPD, teaching, relationships with patients and colleagues, 360 degree and declaration for probity and health
- Form 4: summary of appraisal discussion and sign off
- Form 5: the Personal Development Plan (PDP)



Examples:

Job plan

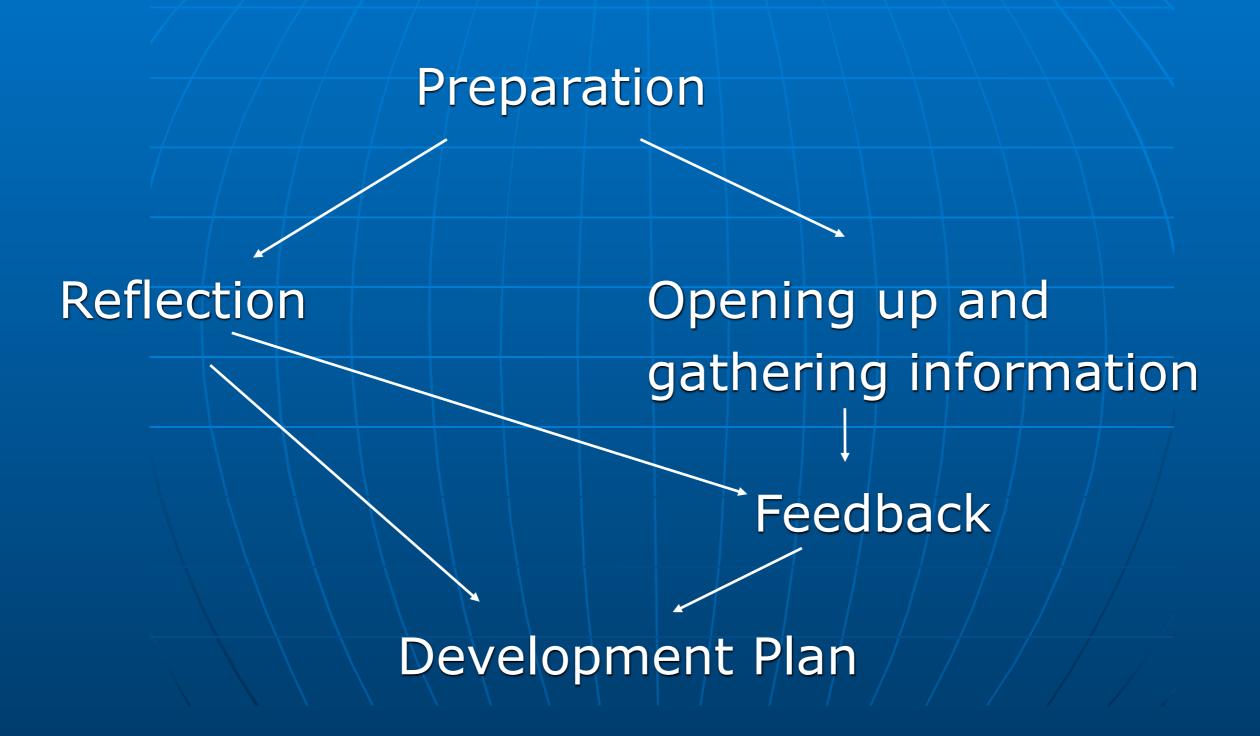
- Job plan
- Assessment, logbook, caseload/ workload, audits and CPD

- Job plan
- Assessment, logbook, caseload/ workload, audits and CPD
- Teaching, management and governance

- Job plan
- Assessment, logbook, caseload/ workload, audits and CPD
- Teaching, management and governance
- Relationships with patients and colleagues

- Job plan
- Assessment, logbook, caseload/ workload, audits and CPD
- Teaching, management and governance
- Relationships with patients and colleagues
- Declaration for probity and health





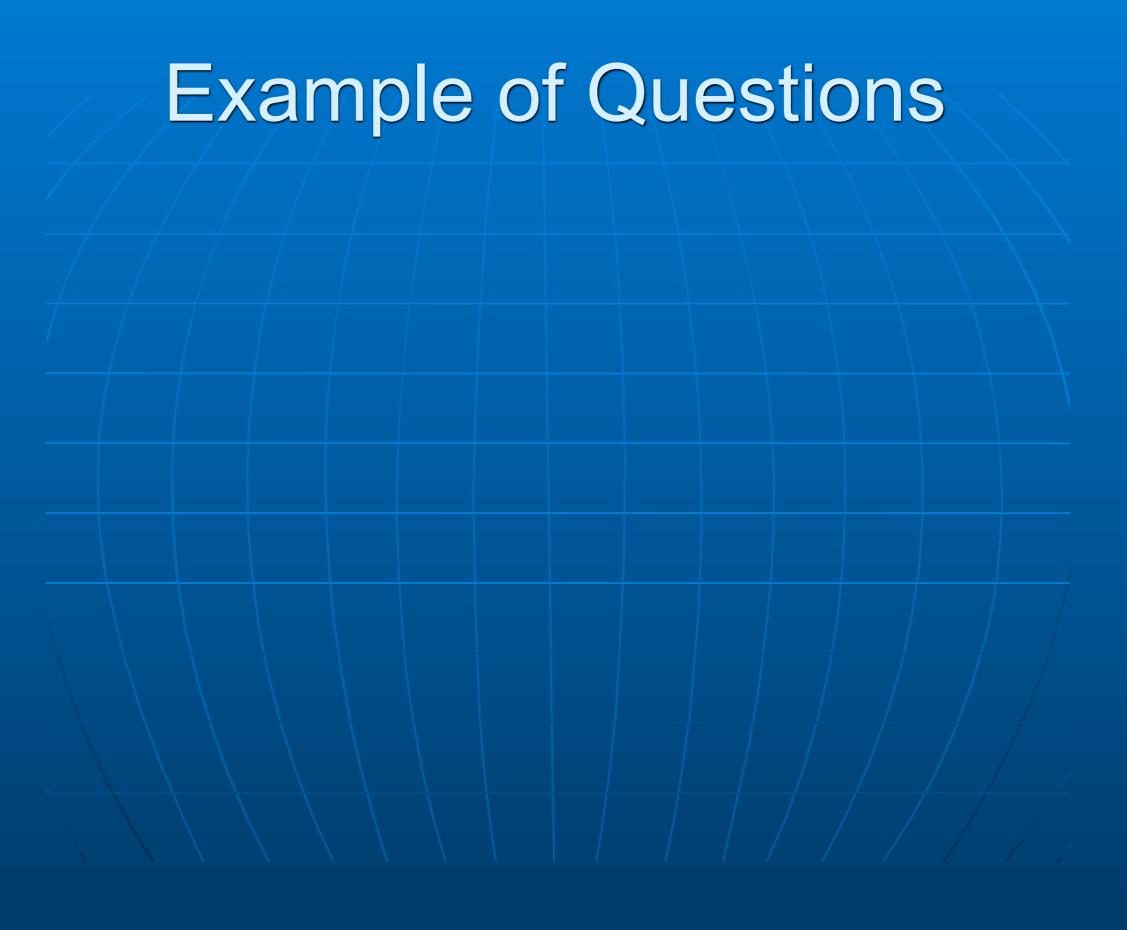


Preparation: gather evidence, prepare appraisal folder, prepare for interview, appraisee and appraiser.

- Preparation: gather evidence, prepare appraisal folder, prepare for interview, appraisee and appraiser.
- Context: Adequate and <u>Protected</u> time, avoid interruptions, comfortable seating and privacy and confidentiality.

- Preparation: gather evidence, prepare appraisal folder, prepare for interview, appraisee and appraiser.
- Context: Adequate and <u>Protected</u> time, avoid interruptions, comfortable seating and privacy and confidentiality.
- Contract: Time, purpose, agenda, expectations and confidentiality.

- Preparation: gather evidence, prepare appraisal folder, prepare for interview, appraisee and appraiser.
- Context: Adequate and <u>Protected</u> time, avoid interruptions, comfortable seating and privacy and confidentiality.
- Contract: Time, purpose, agenda, expectations and confidentiality.
- The interview





- What did you manage, or not, achieve?
- Which part of your folder you most proud of?

- What did you manage, or not, achieve?
- Which part of your folder you most proud of?
- How are things going at the moment in your job?

- What did you manage, or not, achieve?
- Which part of your folder you most proud of?
- How are things going at the moment in your job?
- Which part of your job do you enjoy most? Why?

- What did you manage, or not, achieve?
- Which part of your folder you most proud of?
- How are things going at the moment in your job?
- Which part of your job do you enjoy most? Why?
- What put you under pressure? How does affect you?

- What did you manage, or not, achieve?
- Which part of your folder you most proud of?
- How are things going at the moment in your job?
- Which part of your job do you enjoy most? Why?
- What put you under pressure? How does affect you?
- How would your colleagues describe you? What would they like about you?

- What did you manage, or not, achieve?
- Which part of your folder you most proud of?
- How are things going at the moment in your job?
- Which part of your job do you enjoy most? Why?
- What put you under pressure? How does affect you?
- How would your colleagues describe you? What would they like about you?
- Do you have a management role in your work?

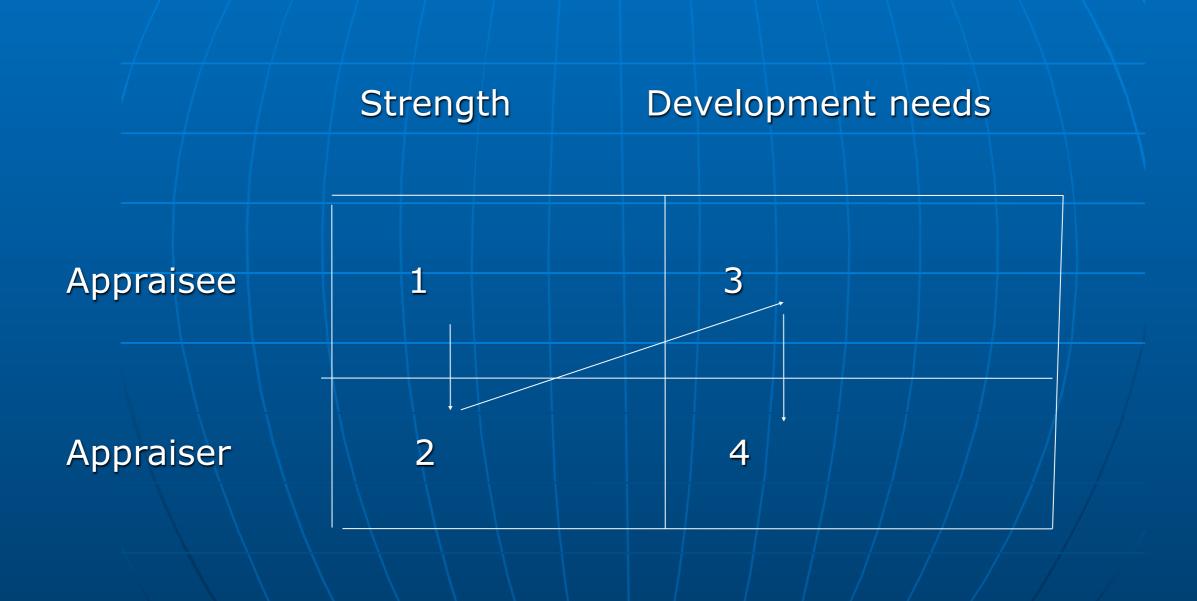
- What did you manage, or not, achieve?
- Which part of your folder you most proud of?
- How are things going at the moment in your job?
- Which part of your job do you enjoy most? Why?
- What put you under pressure? How does affect you?
- How would your colleagues describe you? What would they like about you?
- Do you have a management role in your work?
- What are you doing to keep up to date?

- What did you manage, or not, achieve?
- Which part of your folder you most proud of?
- How are things going at the moment in your job?
- Which part of your job do you enjoy most? Why?
- What put you under pressure? How does affect you?
- How would your colleagues describe you? What would they like about you?
- Do you have a management role in your work?
- What are you doing to keep up to date?
- What are your priorities for next year CPD? Why?

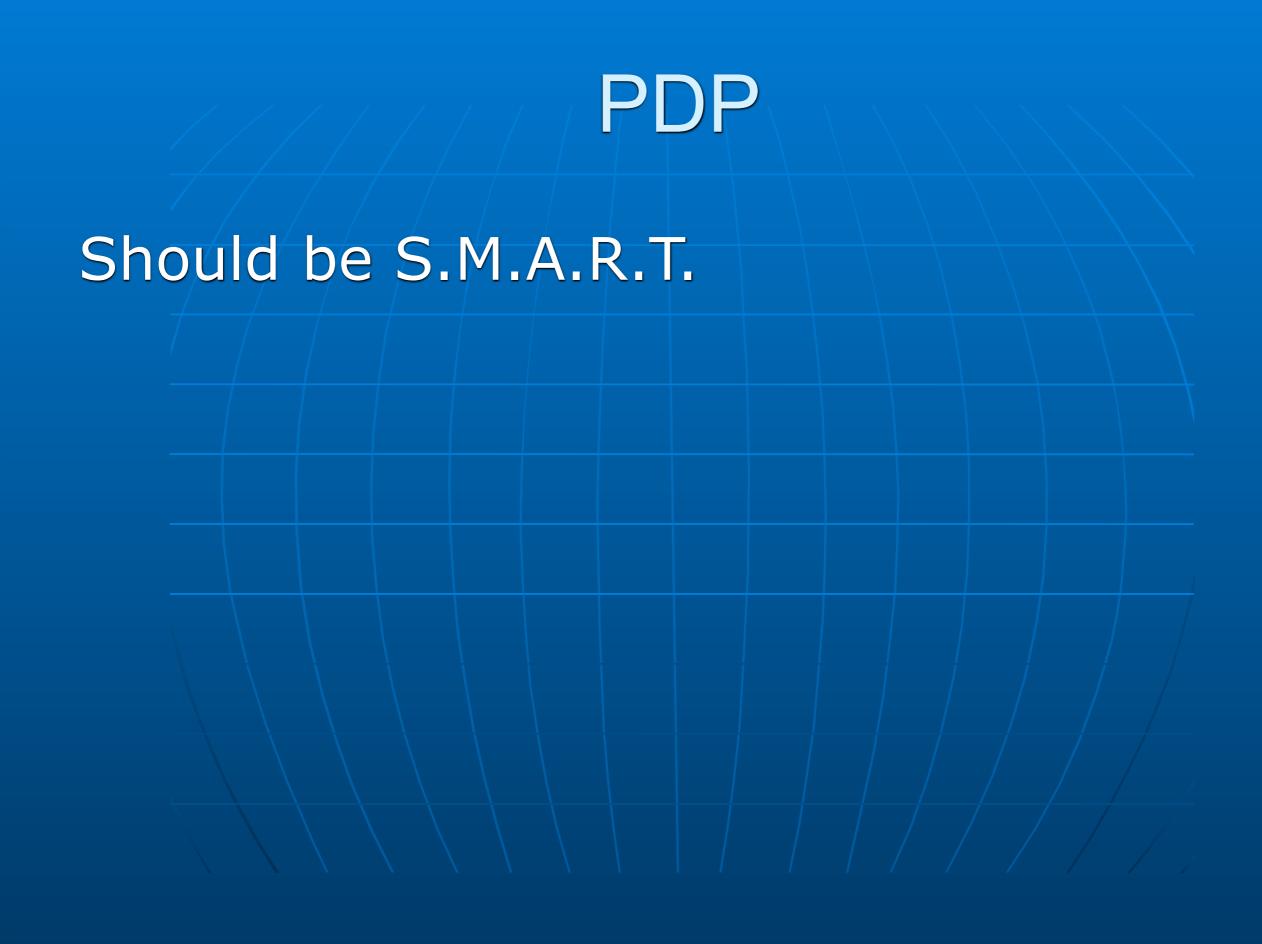
- What did you manage, or not, achieve?
- Which part of your folder you most proud of?
- How are things going at the moment in your job?
- Which part of your job do you enjoy most? Why?
- What put you under pressure? How does affect you?
- How would your colleagues describe you? What would they like about you?
- Do you have a management role in your work?
- What are you doing to keep up to date?
- What are your priorities for next year CPD? Why?
- How do you "switch off" at the end of the day?



Feedback and Development Plan







Should be S.M.A.R.T.

Specific

- Specific
- Measurable

- Specific
- Measurable
- Achievable

- Specific
- Measurable
- Achievable
- Relevant

- Specific
- Measurable
- Achievable
- Relevant
- Timed

