



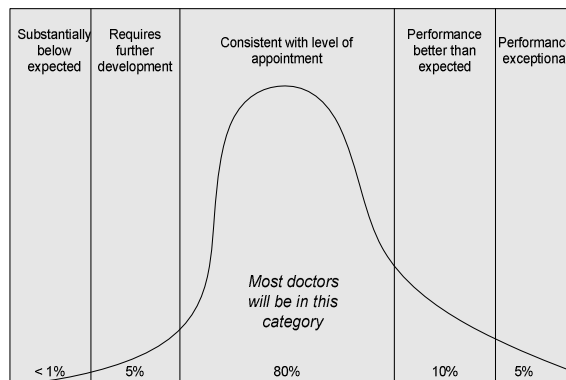
# Supervisors report on doctors registered within a provisional vocational scope

RP5 – Oct 2009  
Registration No:

- Eligible for vocational scope after 12 months supervised practice
- Assessment for vocational scope over 12-18 months supervised practice

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- A supervision report is to be completed and forwarded (through medical staffing office if employed in a hospital) to the Council office every three months, or as requested by the Medical Council.
- Both the supervisor and the doctor being supervised need to sign the report.
- The report must be copied to the relevant branch advisory body before sending it to the Medical Council of New Zealand. Please tick to confirm this has been done



Name: .....

Employer: .....

Doctor is working in the vocational scope of .....

Appointment ends on: ..... / ..... / .....

Report covers work done from: ..... / ..... / ..... to: ..... / ..... / .....

Has the doctor made any changes in employment or supervisor during this period of supervised assessment?

Yes  No Do they intend to in the near future?  Yes  No

### Registration requirements (to be completed by supervisor)

Is the doctor working under assessment for registration within a vocational scope  Yes  No

If yes, what are the assessment requirements:

	1	2	3	4	5	N/A Not observed
Clinical Knowledge and Skills	Substantially below expected	Requires further development	Consistent with level of appointment	Performance better than expected	Performance exceptional	
<b>Clinical knowledge</b> (eg. knowledge of common symptoms, drug doses and side effects, drug interactions, etc)						
<b>Professional knowledge</b> (knowledge of hospital procedures, policy, medico legal aspects)						
<b>Clinical clerking</b> (adequacy of detail in written records, legibility, accurate drug charting)						
<b>History taking</b> (ability to take history and perform physical examination, powers of observation)						
<b>Relevant procedural skills</b> (eg. venesection, arterial blood gases, peak flows, etc)						
<b>Clinical Judgement</b>						
<b>Diagnostic skills</b> (Identifies and prioritises patient problems )						
<b>Patient management</b> (Synthesises data, makes appropriate management decisions, responds appropriately to call outs and provides emergency care as required)						
<b>Time management</b> (Plans and organises work, sets goals and meets them, prioritises calls, seeks advice on priorities if needed)						
<b>Recognising limits</b> (accurate assessment of own skills, refers and consults with others as required, takes responsibility for actions, notifies staff if expecting to be absent from duty)						

	1	2	3	4	5	N/A Not observed
<b>Patient Communication</b>	Substantially below expected	Requires further development	Consistent with level of appointment	Performance better than expected	Performance exceptional	
<b>Communication skills</b> (communicates effectively in English, clarity, logic of expression, quality of case presentation etc)						
<b>Ability to communicate with patients and families</b> (listening skills, respect, avoidance of jargon, coping with antagonism)						
<b>Sensitivity, ethical and cultural awareness</b> (is aware of options and networks available to patients, treats patients as individuals, responds appropriately to different cultures encountered)						
<b>Communication and Teamwork</b>						
<b>Ability to communicate with other healthcare professionals</b> (ability to work in a multidisciplinary team and with all team members irrespective of gender, contributes effectively to teamwork)						
<b>Initiative and enthusiasm</b> (gets involved, able to identify needs of the job, follows up without being prompted, thinks and plans ahead, shows commitment, asks questions of supervisors)						
<b>Takes responsibility for own learning</b> (evidence of reading up on cases, attends seminars and teaching sessions, asks questions)						
<b>Professional Attitudes and Behaviour</b>						
<b>Reliability and dependability</b> (punctual, carries out instructions, fulfils obligations, complies with hospital policies, keep up to date with work including letters, arranging meetings)						
<b>Ability to cope with stress, emotional demands and emergency situations</b> (reports when stressed, shows coping skills)						
<b>Personal manner</b> (approachability, warmth, openness, rapport etc)						

**Supervisor:** Please comment on the doctors strengths, areas for improvement/advancement, and any credentialing of the supervised doctor during this reporting period (use a separate sheet if necessary):

**It is important that you discuss this report with the doctor being assessed and obtain their signature below.** If you have not done so, please explain why not:

Supervisor's name (please print): .....

Reg #: .....

Supervisor's signature: .....

Date: .....

**Doctor:** My signature indicates the supervisor has discussed this report with me. I would like Council to consider the following comments (please use a separate sheet if necessary):

Name (please print): .....

Reg #: .....

Signature: .....

Date: .....