



# Supervision report

For doctors registered in the **General scope** or **vocational scope** only

SR1  
For office use only  
Registration No:

- This form must be completed if you are supervising a doctor registered in the **General scope** or a **vocational scope** ONLY.
- Both the supervisor and doctor under supervision need to sign the report. We can only accept this supervision report if it is completed by the supervisor approved by Council.
- If you have given any ratings of 1 or 2 on this report, Council will consider the report as an unsatisfactory report. This period of supervised practice will not be counted and the doctor will need to extend their supervision period.

**Please include comments about unsatisfactory performance on a separate sheet.**

Name of doctor under supervision: .....

Scope of practice: General  Vocational

Area of medicine: .....

Employer / place of work: .....

Report covers work for the period: ...../...../..... to: ...../...../.....

	Below expected standard		Meets expected standard	Exceeds expected standard		Not observed
	1	2	3	4	5	
<b>Knowledge and skills</b>						
<b>Knowledge</b> (Demonstrates knowledge and skills relevant to the doctor's discipline of medicine)						
<b>Professional knowledge</b> (Knowledge of workplace procedures, policies, medico legal aspects)						
<b>Documentation</b> (For example adequate clinical details in written records, legibility, accurate drug charting)						
<b>History taking</b> (For example the ability to take a patient's history, perform physical examination, powers of observation)						
<b>Relevant procedural skills</b> (For example venesection, arterial blood gases, peak flows, biopsies)						
<b>Clinical judgement</b>						
<b>Diagnostic skills</b> (For example identifies and prioritises patient problems)						
<b>Patient management</b> (For example synthesises data, makes appropriate culturally safe 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 own actions)						

	Below expected standard		Meets expected standard	Exceeds expected standard		Not observed
	1	2	3	4	5	
<b>Communication with patients</b>						
<b>Communication skills</b> (For example communicates effectively in English, logic of expression, quality of case presentation)						
<b>Ability to communicate with patients and their whanau</b> (Listening skills, sensitivity, respect, establishing and maintaining trust)						
<b>Demonstrates cultural safety</b> (Engages in ongoing self-reflection and self-awareness, considers the effect of their own culture, history and attitudes on patient care, shows respect for patient's cultural values and practice)						
<b>Communication with the team and teamwork</b>						
<b>Ability to communicate with other healthcare professionals</b> (For example the ability to work in a multidisciplinary team and with all team members, contributes effectively to teamwork)						
<b>Initiative and enthusiasm</b> (For example gets involved, able to identify needs of the job, follows up without being prompted, thinks and plans ahead, shows commitment, asks questions of supervisors, appropriately assertive)						
<b>Professional attitude and behaviour</b>						
<b>Reliable and dependable</b> (Punctual, ethical, carries out instructions, fulfils obligations, complies with hospital policies, keeps up to date with work including referral letters, arranging meetings, notifies staff if expecting to be absent from duty)						
<b>Takes responsibility for own learning</b> (For example evidence of self-directed learning, attends seminars and teaching sessions, asks questions)						
<b>Ability to cope with stress, emotional demands and emergency situations</b> (For example reports when stressed, shows coping skills, self-monitors and takes care of own health)						
<b>Personal manner</b> (For example approachability, warmth, openness, rapport)						

**To be completed by supervisor:**

Did you make your assessment by directly observing of the doctor's practice?  yes  no

If not, please record how you are making your assessment below:

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

**Please discuss this report with the doctor under supervision and have them sign below.** If you have not done so, please explain why:

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

Supervisor's signature: ..... Date: .....

**To be completed by doctor under supervision:** 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: .....