

Suggested Evidence to collect in relation to the role as a supervisor for revalidation and appraisal purposes.

Mapped to the Academy of Medical Educators (AoME) 7 key areas of supervisory practice and endorsed by the GMC in the Recognition and Approval of Trainers (<http://www.gmcuk.org/education/10264.asp>)

1. Ensuring safe and effective patient care through training

- a. Details of courses attended on supervision, learning or teaching (including online.)
- b. Trainee audits or QI projects supervised.
- c. Examples of helping trainees with critical incident analysis.
- d. Evidence of design/participation in departmental induction programmes.
- e. Departmental training plans including information sharing between trainers.

2. Establishing and maintaining an environment for learning

- a. Trainee feedback (e.g. cards, e-mails, letters.)
- b. Feedback from MDT colleagues (for multi-professional training.)
- c. Details of learning opportunities provided for trainees (e.g. timetables, projects, courses or content developed etc.)
- d. GMC survey feedback.
- e. Details of courses attended on supervision, learning or teaching (including online.)

3. Teaching and facilitating learning

- a. Details of participation in teaching programmes.
- b. Records of e-portfolio activity for trainees (e.g. exported activity/screenshots)
- c. Involvement in initiatives to enhance teaching and training.
- d. Evidence of promotion of teaching and training

4. Enhancing learning through assessment

- a. Details of timetables indicating ways learning is assessed and the relevance of assessments to learning.
- b. Evidence of attendance at ARCPs.
- c. Evidence of involvement in examinations, e.g. OSCEs., question writing etc.
- d. Evidence of external or professional body assessment activity.

5. Supporting and monitoring educational progress

- a. Anonymised records of trainee progress (e.g. ARCP outcomes.)
- b. Involvement in recruiting, training committees (local, regional or national) etc.
- c. Participation in recruitment.
- c. Trainee feedback.

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6. Guiding personal and professional development

- a. Anonymized examples of support, careers advice provided to trainees.
- b. Anonymized examples of case studies, meetings with trainees, managing the trainee in difficulty etc.

7. CPD as an educator

- a. Records of courses undertaken relating to training and education (e.g. medical education conferences, workshops, personal etc.)
- b. Qualifications gained (e.g. Post Graduate Certificate in Medical Education or higher)
- c. Membership of professional education body (e.g. AoME , AMEE)
- d. Reports of peer-review of teaching (review of your own teaching or review of others' teaching)
- e. Feedback on teaching practice
- f. Awards or commendations