

## Educational Supervisor Programme

HEEYH have created a training package for Educational Supervisors (ES). This is a blended learning programme of e-learning materials and face to face teaching.

We recommend that new ES' undertake the full package of blended learning when new in post (both the eLearning elements and the face to face ½ day training). Existing ES are welcome to access the materials at any time to update themselves.

The face-to-face element can be booked directly at Medical Education Centres in most Trusts.

### How to complete the package

#### Step One

##### **Completion of eLearning**

ES access and complete the following e-learning materials via e-lfh;

- a. [Supervision](#)
- b. [Video: ARCP – Specialty and GP](#)
- c. [Supervision of Less than Full time Trainees](#)
- d. [Diversity, Equal Opportunity and Human Rights](#)
- e. [Video: Hospital - Case Based Discussion \(CBD\)](#)
- f. [Supporting Learners](#)
- g. [Effective Feedback](#)
- h. [Video: Hospital - Direct Observation of Procedural Skills \(DOPS\)](#)
- i. [Video: Hospital - Multi-Source Feedback \(MSF\) \(Mini-TAB\)](#)
- j. [Video: Hospital - Mini Clinical Evaluation Exercise \(Mini-CEX\)](#)
- k. [Video: Hospital - Introduction to workplace assessments](#)
- l. [Workplace and Practice Based Assessment](#)
- m. [Video: Hospital – Feedback](#)

ES downloads an activity report in the eLFH system to evidence completion of the materials. Instructions on how to create an activity report are available [here](#). ES should take their activity report to their face-to-face session once booked.

#### Step Two

##### **Face to face training**

ES face to face training is delivered in Trusts across Yorkshire and Humber through a ½ day face to face session. ES should approach their local Medical Education Centre to book a place.

## Step Three

### *Refresher sessions*

HEEYH recommend that ES refresh their skills every five years. Trainers are free to undertake the whole package again, or they may undertake just one element.

HEEYH recognise that there are many courses available that would be deemed equivalent to the HEEYH blended learning programme so trainers are not required to undertake multiple training to evidence competency. A list of suggested equivalent courses is available [here](#).

Trainers are required to maintain their skills as part of revalidation so employers will retain training details for their ES.