17.5 Guidance on completing an Educational Supervisor's Trainer's Report (ESTR)

The ST doctor should generate this form and populate the following information:

- ☐ ST year
- ☐ Full time or % LTFT
- ☐ Training posts
- ☐ Dates of APLS, NLS/ ARNI, safeguarding training
- ☐ Details of Education events/ CPD attended during training year

Portfolio review:

Use the structured ESTR form provided on Kaizen to review the eportfolio. Appendix B provides guidance on the development and skills log. The ARCP review tools gives illustrations.

The **STANDARDS** expected at each level of training are:

> **Level 1 -** Acquiring a knowledge base
>
> **Level 2 -** Applying knowledge to clinical practice and demonstrating autonomy,
>
> **Level 3 -** Developing professional expertise, analysing and evaluating knowledge, and teaching and developing others

The ESTR form will prompt you to review the PDP, reflection, teaching, research/ presentations/ publications, clinical governance, management and skills log. The drop down menu has a choice of terms to give your opinion. Also review the sections of the eportfolio not covered in the "Portfolio review": clinics, safeguarding, clinical questions and education/ meetings.

Significant events:

Note if the doctor reflected and learnt from significant events.

Curriculum review:

Comment using drop down menu on your view of the doctor's achievements.

SLEs:

Comment on whether the doctor has completed the mandatory assessments. If any assessments require further discussion offer a debrief, and set SMART learning objectives.

MSF:

Comment on strengths, areas for development and areas of concern if any.

<u>Overall review of the trainee:</u>

Triangulate evidence from:

(1) MSF and assessments

(2) PDP, skills and development log, and

(3) Communication with their clinical supervisor and their trainer's report.

Assess their: (a) Clinical knowledge and skills, and (b) Professional behaviours and attitudes and give **your opinion** on their progress in training.

The following is a guide to ensure that all aspects of training are covered:

- ☐ Is the PDP relevant to their level of training and eventual career plan

- ☐ Are PDP goals completed? If not, are they on target to complete them?

- ☐ Progression in ***all GPCs is mandatory in each training level.***

- ☐ Progression in ***all GPCs relating to direct clinical care is mandatory in each training year:***
  - ○ *Professional values and behaviour*
  - ○ *Professional skills and knowledge – communication*
  - ○ *Clinical procedures*
  - ○ *Patient management*
  - ○ *Safeguarding*
  - ○ *Health promotion and illness prevention*
  - ○ *Patient safety*

- ☐ Progress in ***one or more of the non-clinical GPCs is mandatory during each year in level 1, and in two or more non-clinical GPCs during level 2 and 3***
  - ○ *Leadership and team working*
  - ○ *Quality improvement*
  - ○ *Education and training*
  - ○ *Research*

- ☐ Identify areas for development and areas of concern if any

- ☐ Set objectives for the next training year

Progression: Answer "yes" or "no" to the questions in the ESTR on Kaizen