

Appraisal Clinic A

Assessing Supporting Information and Writing Appraisal Summaries

3 external CPD points

Introduction

This modular workshop is designed for doctors who are experienced appraisers and wish to further develop their skills.

Course structure

- Date: 12th February 2018
Timings: 13.30 - 16.30
Venue: Vigo Room, Carnival UK, Carnival House, Southampton.

What do I gain?

- The time and space in which to work with other doctors in understanding and exploring many of the issues around this complex subject
- The opportunity to develop and practise key skills with the support of colleagues and useful input from an experienced facilitator
- A valuable contribution towards your ongoing learning as the course delivers three external CPD points

Workshop objectives

- Understand the new GMC guidelines about supporting information
- Help appraisees to write reflective comments that encourage learning and development
- Know what sort of supporting information would best fit each domain element
- Practise evaluating examples of supporting evidence and assessing its suitability
- Examine the differences between Royal College and GMC guidance on supporting information
- Review current best practice for writing appraisal summaries using ASPAT tool
- Discuss how to encourage improved appraisal summaries – and their importance
- Understand how to write comprehensive and complete summaries