

360-Degree Appraisal For Psychiatric Registrars

Registrar Name: _____

This registrar is undertaking a 360-degree appraisal as part of their training. They will rate their own performance and be rated by a number of colleagues. You have been asked to act as one of the appraisers. This questionnaire, which will take about 20 minutes to complete, asks you to rate their effectiveness on behaviours that are considered central to good practice for a registrar. Your feedback will be collated anonymously.

Considerations

- **Be honest – the registrar wants to learn about themselves and to develop**
- **One aspect of the registrar's personality should not influence all the ratings**
- **Use *current* behaviour and competence as the basis for ratings**
- **The results of this 360 degree appraisal will contribute to this registrar's progress in training**
- **If an issue is not known to you regarding this registrar or is not relevant to them, tick “not known”**

This registrar's rating on each of the following items is:								
Please <u>tick a box</u> to rate each item, as far as you are able from your work with the registrar.		Very poor	Poor	Somewhat below average	Somewhat above average	Good	Excellent	Not known
CLINICAL SKILLS AND ACTIVITIES								
1.	Competent in psychiatric interviewing and in assessment skills, including mental state and cognitive examinations							
2.	Competent in managing more challenging assessments, e.g. with very unwell patients or people with disabilities, and adapts their style of communication and word usage as appropriate							
3.	Competent in carrying out risk assessments							
4.	Implements risk management plans competently and weighs up safety issues affecting staff or patients in decision-making							
5.	Competent in developing a diagnostic formulation and considering appropriate differential diagnoses							
6.	Competent in presenting cases (to the team, in supervision, on call) – succinct yet clear and covers all the important details							
7.	Competent in implementing management plans with an appropriate level of supervision and support – incorporating biomedical, psychological and socio-cultural aspects							
8.	Competent in the effective use of physical treatments (medication and ECT), with minimisation of unwanted effects							
9.	Competent regarding medicine in relationship to psychiatry – e.g. performing or arranging physical examinations, organising screening & monitoring investigations, appropriate liaison with GPs and with other medical colleagues							
10.	Competent in basic psychotherapy skills or at least in psychological interactions with patients							
11.	Competent in implementing the Mental Health Act and in following local policies in their clinical work							
12.	Ensures that information is gained from an appropriate range of collateral sources before decisions are made							
13.	Ensures that team members are included in decision-making processes wherever possible and that other key professionals (other teams, referrers) are involved as needed							
14.	Manages an appropriate balance between using team-based decision-making and the occasional need to act decisively on the basis of clinical need							
15.	Appropriately advocates for the needs of patients and their families							
16.	Works well with patients and families from all cultures, showing appropriate cultural awareness and the ability to manage any linguistic barriers, e.g. via use of interpreters							

This registrar's rating on each of the following items is:							
Please <u>tick a box</u> to rate each item, as far as you are able from your work with the registrar.	Very poor	Poor	Somewhat below average	Somewhat above average	Good	Excellent	Not known

COMMUNICATION AND COLLABORATION							
17.	Communicates clearly and effectively						
18.	Actively listens to others and is interested in their point of view						
19.	Is consistently respectful of others						
20.	Participates in meetings in a way that encourages the participation of all present						
21.	Can debate issues where opinions differ, without becoming adversarial or causing offence, so as to aid resolution						
22.	Shows warmth, empathy and psychological understanding in relationships with others						
23.	Works collaboratively in a multidisciplinary team and recognises the limits of their own professional expertise						
24.	Gives positive feedback and encouragement to team members as appropriate, and helps build morale						
25.	Provides some inservice teaching to staff on the team, and these sessions are at a reasonable standard						
26.	Provides some clinical leadership, as appropriate and according to their stage of training						
27.	Maintains appropriate relationships with team members in other services and staff in other agencies						
28.	Is able to accept advice and constructive feedback from others and to act on this appropriately						
29.	Is able to problem-solve should any conflicts arise in working or clinical relationships						
30.	Is able to be firm and set limits when this is required						

MANAGERIAL AND PROFESSIONAL ATTITUDES AND BEHAVIOUR							
31.	Displays motivation and commitment						
32.	Displays high ethical standards with integrity and honesty, and maintains clear boundaries						
33.	Written communications and case records are clear, accurate and timely (assessments, update notes, letters, reports etc.)						
34.	Is readily accessible and contactable via an established method (e.g. pager or mobile phone)						
35.	Attends work reliably as required, keeps appointments and is punctual						
36.	Is available and willing to undertake day to day clinical work						
37.	Is able to organise and prioritise their workload appropriately and to seek help in managing this if it is excessive						
38.	Carries out on-call duties reliably and as required						
39.	Encourages team members to think critically about and to contribute to planning, monitoring and audit of services						
40.	Manages stress and takes appropriate but not excessive breaks or leaves, or seeks help if required						

This page is largely for the supervisor(s) to complete, but other team members are welcome to contribute if they have observed any of these activities.

This registrar's rating on each of the following items is:							
Please <u>tick a box</u> to rate each item, as far as you are able from your work with the registrar.	Very poor	Poor	Somewhat below average	Somewhat above average	Good	Excellent	Not known

INTERACTIONS WITH PEERS, MEDICAL STUDENTS AND JUNIOR DOCTORS							
41.	Works well with other registrars in allied teams or when on-call, or if job-sharing						
42.	Provides appropriate teaching and supervision for junior registrars, houseofficers or medical students						
43.	Delegates tasks appropriately to junior doctors such as houseofficers						
44.	Provides appropriate support, mentoring and encouragement to junior doctors and medical students						

INTERACTIONS WITH SUPERVISOR AND OTHER CONSULTANTS							
45.	Uses clinical supervision well – not too reliant on direction, but is able to seek advice appropriately as needed and according to their level of training						
46.	Values 1:1 supervision, attends these sessions and uses the time appropriately						
47.	Maintains good working relationships with any other consultants on the team and in allied services						

ACADEMIC ACTIVITIES							
48.	Participates regularly in within-DHB teaching sessions (grand rounds, case conferences, journal clubs etc.)						
49.	Participates regularly in the formal academic programme and integrates knowledge from studies into their clinical practice						
50.	Is able to discuss the relevant literature, to critically appraise this and to take an evidence-based clinical approach						

Thanks for completing the feedback