



RANZCP ID:	
Surname:	
First name:	
Zone:	
Location:	

Please mark with X	Addiction	Adult	Consultation-Liaison	Child & Adolescent	Forensic	Old Age	Indigenous	Medical Admin	Research	Teaching	Psychotherapy	Cert AT Psych
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### Stage 3 Generalist: end-of-rotation In-Training Assessment (ITA) form

Please refer to the RANZCP website for detailed information on the Training Program requirements. In particular, the policy documents within the Training chapter of the [Regulations, Policies and Procedures](#).  
**Privacy Statement:** Registrar evaluations are held and used in accordance with the [College's Privacy Policy Statement](#).

#### 1. CONTACT INFORMATION

Mobile phone: .....

Email address: .....

#### 2. APPROVED TRAINING DETAILS

The Director of Training and/or Principal Supervisor should amend as necessary.

Start Date ..... End Date .....

Training at ..... FTE Calculated FTE months: .....

**Partial Completion of a 6-month rotation:** *(skip if full rotation was completed)*

..... FTE months in total were actually completed, due to:  Part-time training  prolonged leave  other

*(please give details)*

#### 3. TRAINEE STATEMENT

The following is a true and accurate record: *(check as appropriate)*

	Yes	No
During this rotation there has been a clear line of responsibility to a consultant.	<input type="checkbox"/>	<input type="checkbox"/>
I have received formative feedback on my training progress mid-way or prior to mid-way through this rotation.	<input type="checkbox"/>	<input type="checkbox"/>
During this rotation I have received at least 4 hours of clinical supervision per week (or proportional time for part-time training) of which 1 hour per week was individual supervision.	<input type="checkbox"/>	<input type="checkbox"/>
During this rotation I have observed my supervisor(s) during clinical interactions.	<input type="checkbox"/>	<input type="checkbox"/>
During this rotation my supervisor(s) have observed me during clinical interactions.	<input type="checkbox"/>	<input type="checkbox"/>
I have access to protected education time of 4 hours per week (or proportional time for part-time training).	<input type="checkbox"/>	<input type="checkbox"/>
I have attended a psychiatry Formal Education Course or completed self-directed learning.	<input type="checkbox"/>	<input type="checkbox"/>
I have completed this psychiatry training in accordance with the RANZCP Fellowship Regulations	<input type="checkbox"/>	<input type="checkbox"/>

#### 4. TRAINEE STATEMENT OF COMPLETED EPAs and WBAs

- **For discussion purposes only** during the mid-rotation assessment. As this mid-rotation form is not submitted to the College, the end-of-rotation ITA should contain the record of ALL EPAs and WBAs completed during the rotation so that the trainee's training record can be updated accordingly.
- Trainees only need to provide details of the EPAs and/or WBAs done in **this** rotation. It is **not** necessary to complete the form for EPAs or WBAs done in Stage 1, Stage 2 or previous Stage 3 rotations.
- Trainees should check their training record online by logging onto the College website 'Member Access' and click 'My Training Reports' to ensure that the data provided on this form has been accurately and fully reflected on their training records.
- Trainees are required to complete two EPAs per 6 months FTE rotation.

Stage 3 EPAs  <i>(It is <b>not</b> necessary to provide details of EPAs attained in previous rotations)</i>	Entrusting supervisor's RANZCP ID or Name  <i>(PRINT)</i>	Date entrusted  <i>(DD/MM/YYYY)</i>	The following WBA tools were used to support the EPA attainment  <i>(please indicate number of each)</i>				
			CbD	Mini-CEX	OCA	PP	DOPS
EPAs <i>(please specify)</i>	<b>STAGE 3 GENERALIST EPA RULE</b> Stage 3 generalist trainees can attain any Fellowship (FELL) EPAs in any area of practice rotation. Area of practice (AOP) EPAs can only be attained in the relevant area of practice rotations. E.g. Trainees in a Psychiatry of Old Age rotation may complete both ST3-POA-FELL and ST3-POA-AOP EPAs.						
Stage 3 Addiction EPAs	ADD-AOP-EPAs may only be attained in an Addiction rotation.						
Stage 3 Adult EPAs	AP-AOP-EPAs may only be attained in an Adult rotation.						
Stage 3 Child and adolescent EPAs	CAP-AOP-EPAs may only be attained in a Child and adolescent rotation.						
Stage 3 Consultation–Liaison EPAs	CL-AOP-EPAs may only be attained in a Consultation–liaison rotation.						
Stage 3 Forensic EPAs	FP-AOP-EPAs may only be attained in a Forensic rotation.						
Stage 3 Indigenous mental health EPAs	INDAU/INDNZ-FELL-EPAs may be attained in any rotation						

**STATEMENT OF COMPLETED EPAs and WBAs**

**(Continued)**

Stage 3 EPAs <i>(It is not necessary to provide details of EPAs attained in previous rotations)</i>	Entrusting supervisor's RANZCP ID or Name <i>(PRINT)</i>	Date entrusted <i>(DD/MM/YYYY)</i>	The following WBA tools were used to support the EPA attainment <i>(please indicate number of each)</i>				
			CbD	Mini-CEX	OCA	PP	DOPS
EPAs <i>(please specify)</i>	<b>STAGE 3 GENERALIST EPA RULE</b> Stage 3 generalist trainees can attain any Fellowship (FELL) EPAs in any area of practice rotation. Area of practice (AOP) EPAs can only be attained in the relevant area of practice rotations. E.g. Trainees in a Psychiatry of Old Age rotation may complete both ST3-POA-FELL and ST3-POA-AOP EPAs.						
Stage 3 Psychiatry of old age EPAs	POA-AOP-EPAs may only be attained in an Old age rotation.						
Stage 3 Psychotherapy EPAs	PSY-AOP-EPAs may only be attained in the Cert AT Psychotherapy program or in a Psychotherapy rotation.						
Stage 3 Non-clinical EPAs							
Other EPAs	Including the remaining Stage 2 Psychotherapy EPA.						

**CbD**=Case-based discussion; **Mini-CEX**=Mini-Clinical Evaluation Exercise; **OCA**=Observed Clinical Activity; **PP**=Professional Presentation **DOPS** = Direct Observation of Procedural Skills

**OCA WBA(s)** completed in this rotation attached *(number in box)*.  
*(All OCA forms must be submitted.)*

**5. STAGE 3 PSYCHOTHERAPY REQUIREMENT**

Stage 3 Psychotherapy Sessions Forms completed in this rotation attached *(number in box)*.

## 6. SUPERVISOR ASSESSMENT

- Please indicate (by placing a ✓ in the relevant box) which statement most appropriately describes the trainee's performance for each Learning Outcome.
- The columns marked with an \* should help inform the feedback provided to the trainee (page 7), i.e. the trainee's strengths and weaknesses.

STAGE 3 LEARNING OUTCOMES Refer to the <a href="#">Learning Outcomes</a> document on the College website to see the Learning Outcomes across stages 1, 2 and 3. For a guide to grading standards, please see the <a href="#">Developmental Descriptors</a> on the College website.		EXPECTATIONS					
		Rarely Met *	Inconsistently Met *	Almost Always Met	Sometimes Exceeded	Consistently Exceeded *	Unable to Comment
<b>1</b>	<b>Medical Expert</b>						
1.1	ASSESSMENT: Conducts comprehensive, culturally appropriate, hypothesis-driven psychiatric assessments integrating information from all sources. Able to assess patients from a range of ages, including those with multiple/complex problems. Competently conducts risk assessments, taking into account immediate and long-term risks.						
1.2	MENTAL STATE: Conducts and accurately presents comprehensive mental state examinations in patients from a range of ages, including those with multiple/complex problems. Mental state evaluations include appropriate, skilled cognitive assessments with specific tests tailored to the patient's presentation which are conducted and interpreted accurately.						
1.3	FORMULATION: Integrates and synthesises information to produce a sophisticated diagnostic formulation and risk formulation, and to make a diagnosis according to a recognised diagnostic system (DSM or ICD). Uses this synthesis to inform treatment and prognosis.						
1.4	MANAGEMENT: Develops, implements, monitors and appropriately revises comprehensive management plans, incorporating biological, psychological, social and cultural approaches, which are informed by the formulation and prognosis and which acknowledge barriers to implementation. Transfers management appropriately, managing termination issues and transfer of care.						
1.5	TREATMENT SKILLS: Demonstrates skills in psychotherapeutic, pharmacological, biological and sociocultural interventions to treat patients with complex mental health problems and manage psychiatric emergencies with appropriate referral and consultation.						
1.6	LEGISLATION: Demonstrates the ability to appropriately apply and manage mental health and related legislation in patient care (e.g. guardianship, advance directives, mental health act, forensic issues). Understands the principles of medico-legal report writing, and relevant concepts and terminology.						
1.7	CRITICAL APPRAISAL & REFLECTIVE PRACTICE: Demonstrates the ability to critically appraise and apply contemporary research, psychiatric knowledge and treatment guidelines to enhance outcomes. Practises in a reflective and responsive manner, managing complexity and uncertainty and seeking further assistance, supervision or advice appropriately.						
1.9	PHYSICAL HEALTH MANAGEMENT: Demonstrates the ability to integrate and appropriately manage the patient's physical health together with their mental health problems. Organises and interprets relevant investigations and physical examination in a resource-effective and ethical manner.						

STAGE 3 LEARNING OUTCOMES Refer to the <a href="#">Learning Outcomes</a> document on the College website to see the Learning Outcomes across stages 1, 2 and 3. For a guide to grading standards, please see the <a href="#">Developmental Descriptors</a> on the College website.		EXPECTATIONS					
		Rarely Met *	Inconsistently Met *	Almost Always Met	Sometimes Exceeded	Consistently Exceeded *	Unable to Comment
<b>2</b>	<b>Communicator</b>						
2.1	COMMUNICATION WITH PATIENTS AND FAMILIES: Demonstrates the ability to communicate effectively with a range of patients and their caregivers. Can convey the formulation and differential diagnoses so as to facilitate understanding, rapport and engagement. Discusses and negotiates treatment plans and interventions, including potential barriers. Effectively manages challenging communications including conflict with patients and families, aiming for positive outcomes.						
2.2	COMMUNICATION WITH COLLEAGUES, SERVICES AND AGENCIES: Demonstrates the ability to communicate effectively both directly and in writing (via reports and letters) with multidisciplinary teams, GPs, colleagues, other health professionals, social services, NGOs and similar agencies. Demonstrates leadership ability in interdisciplinary and administrative settings (ward rounds, meetings, teaching). Effectively manages challenging and conflicted communication and liaison, aiming for positive outcomes.						
2.3	CULTURAL DIVERSITY: Appropriately adapts communication regarding assessment and management to the needs of culturally and linguistically diverse populations, including working with interpreters and cultural advisors.						
2.4	WRITTEN COMMUNICATION AND SYNTHESIS: Demonstrates the ability to provide clear, accurate, contextually appropriate written communication about the patient's condition including written reports and letters (e.g. medico-legal reports, coronial inquiries, agency and GP letters). Can produce comprehensive and professional written case histories and formulations.						
2.5	DOCUMENTATION: Records timely, clear and accurate documentation in patient files and maintains documentation as required by the employer (e.g. accurate prescribing, risk assessments, mental state evaluations, updated management plans with justifications of changes, discharge and transfer of care documentation, etc.).						
<b>3</b>	<b>Collaborator</b>						
3.1	COLLABORATION WITH TEAM MEMBERS, COLLEAGUES AND HEALTH PROFESSIONALS: Demonstrates the ability to work effectively and collaboratively with other psychiatrists, within multidisciplinary teams and with other health professionals. Promotes collaboration in group settings such as clinical and administrative meetings.						
3.2	WORK WITH HEALTH SYSTEMS AND GOVERNMENT AGENCIES: Demonstrates the ability to work collaboratively within relevant health services and systems and with government agencies.						
3.3	COLLABORATION WITH PATIENTS: Demonstrates the ability to work respectfully and collaboratively with patients, families, and caregivers (including carer groups and NGOs).						
3.4	INTERPERSONAL COLLABORATIVE SKILLS: Demonstrates the ability to use interpersonal skills to improve patient outcomes. Is reflective regarding own role in group settings and in therapeutic and professional relationships. Develops facilitation and conflict resolution skills.						
<b>4</b>	<b>Manager</b>						
4.1	CLINICAL GOVERNANCE: Demonstrates the ability to work within clinical governance structures in health-care settings, including quality improvement processes. Contributes to clinical governance forums.						
4.2	CLINICAL LEADERSHIP: Demonstrates the ability to provide clinical leadership within management structures, services and teams. Understands clinical leadership and management principles.						

<b>STAGE 3 LEARNING OUTCOMES</b> Refer to the <a href="#">Learning Outcomes</a> document on the College website to see the Learning Outcomes across stages 1, 2 and 3. For a guide to grading standards, please see the <a href="#">Developmental Descriptors</a> on the College website.		EXPECTATIONS					
		Rarely Met *	Inconsistently Met *	Almost Always Met	Sometimes Exceeded	Consistently Exceeded *	Unable to Comment
<b>4</b>	<b>Manager contd.</b>						
4.3	RESOURCE PRIORITISATION: Demonstrates the ability to prioritise and allocate resources efficiently and appropriately.						
4.5	MANAGEMENT AND ADMINISTRATION: Performs appropriate management and administrative tasks within the health-care system. Identifies and applies legislative or regulatory requirements and service policies.						
4.6	ORGANISATIONAL REVIEW AND APPRAISAL: Understands the importance of review of and critical appraisal/audit of different health systems and of governance or management structures. Grasps principles of change management in service development.						
<b>5</b>	<b>Health Advocate</b>						
5.1	ADVOCACY FOR PATIENTS AND CAREGIVERS: Demonstrates the ability to use expertise and influence to advocate on behalf of patients and their families or caregivers. Addresses disparities that may increase vulnerability or be barriers to progress. Addresses stigma and inequality.						
5.3	PROMOTION AND PREVENTION: Understands and applies the principles of prevention, promotion and early intervention to reduce the impact of mental illness. Applies this understanding to health policy and the impact on patients and the wider community of resource distribution.						
<b>6</b>	<b>Scholar</b>						
6.1	COMMITMENT TO LIFE-LONG LEARNING: Demonstrates independent, self-directed learning practices through participation in a range of learning activities, including peer review.						
6.2	DEVELOPMENT OF KNOWLEDGE: Contributes to the development of knowledge in the area of mental health via research, peer review, presentation and critical analysis skills.						
6.4	TEACHING AND SUPERVISION: Demonstrates the ability to educate and encourage learning in colleagues, other health professionals, students, patients, families and carers.						
<b>7</b>	<b>Professional</b>						
7.1	ETHICS: Demonstrates ethical conduct and practice in relation to patients, the profession, and society, including clear boundaries.						
7.2	PROFESSIONALISM: Demonstrates compliance with relevant professional regulatory bodies. Participates in continuing professional and career development.						
7.3	SELF-CARE: Demonstrate the ability to balance personal and professional priorities to ensure sustainable practice and well-being. Monitors own health and seeks help if needed.						
7.4	RESPECT AND STANDARDS: Demonstrates integrity, honesty, compassion and respect for diversity.						
7.5	REFLECTION AND ATTITUDE TO FEEDBACK: Demonstrates reflective practice and the ability and willingness to use and provide constructive feedback.						

## 7. FEEDBACK PROVIDED AT THE END OF ROTATION REVIEW

---

### Supervisor to Trainee

The assessment given in Section 6 may assist you to complete this page.

Trainee's three areas of particular strength:

Three areas identified as needing further development:

## 8. PRINCIPAL SUPERVISOR REPORT – FINAL SUMMATIVE ASSESSMENT

With reference to the [Developmental Descriptors](#) please check the final (overall) grade for this rotation.

Choose only one grade in either the Pass or Fail category.

Fail grades		Pass grades		
<input type="radio"/> <b>Rarely Met</b> the overall standard required	<input type="radio"/> <b>Inconsistently Met</b> the overall standard required	<input type="radio"/> <b>Almost Always Met</b> the overall standard required	<input type="radio"/> <b>Sometimes Exceeded</b> the overall standard required	<input type="radio"/> <b>Consistently Exceeded</b> the overall standard required

**In the case of a failing grade:** *(check as appropriate)*

**Yes No**

Were these concerns discussed with the trainee earlier, e.g. at the mid-rotation point?

Has a supportive plan been undertaken with the trainee in this rotation prior to this final assessment?

Is there a formal targeted learning plan in place for this trainee?  
*(As per the policy this will be required within 60 days of a failing grade.)*

## 9. PRINCIPAL SUPERVISOR DECLARATION

I declare that the above information was provided in good faith and is considered to be a true reflection of the trainee's ability. This training was completed in accordance with the RANZCP Fellowship Regulations 2012.

I acknowledge that this document forms a part of the trainee's RANZCP Training Record and is not an employment document, and that its use must comply with the RANZCP Privacy Policy.

I hereby verify that this assessment has been discussed with the trainee.

Supervisor name (print) .....

Supervisor RANZCP ID ..... Signature ..... Date .....

## 10. TRAINEE DECLARATION

I have sighted the assessment on this report, have discussed the assessment with my Principal Supervisor and am aware that this assessment will form part of my RANZCP Training Record.

**Yes No**

I agree with the information on this form.

Trainee name (print) ..... Signature ..... Date .....

## 11. DIRECTOR OF TRAINING DECLARATION

I have checked the information provided by both the trainee and supervisor. I hereby verify that the 'Approved Training Details' provide an accurate record of the trainee's post and training status and that, to the best of my knowledge, the assessment details accurately reflect the assessment by the appropriate supervisor.

I acknowledge that this document forms a part of the trainee's RANZCP Training Record and is not an employment document, and that its use must comply with the RANZCP Privacy Policy.

I have sighted the final qualitative report (complete this for final ITA of ST3) *(Please tick box)*

Director of Training name (print) ..... RANZCP ID .....

Director of Training signature ..... Date .....