**Trainee Self Reflection and Goal Planning**

**Trainee Information**

Trainee Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Training Period: From \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ To: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Assessment Type: □ SET 1 □ Mid-Term □ End of Term
Tick this box if this is a Probationary Term: □
Rotation: \_\_\_\_\_\_\_\_\_\_\_\_
SET Level: \_\_\_\_\_\_\_\_\_\_\_

**Hospital Information**

Hospital Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Surgical Supervisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Trainee Signature**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**GOALS *(mandatory)***

* A minimum of three goals is required.
* Trainees must include at least 1 non-technical goal.
* Detail regarding incidents, circumstances, interactions etc leading to these goals is encouraged.
* A plan to achieve each goal should be included – can be short, medium, long-term or a combination.

|  |  |  |
| --- | --- | --- |
|  | **Goals** | **Plan** |
| **1** |  |  |
| **2** |  |  |
| **3** |  |  |
| **4** |  |  |

**REFLECTION *(optional)***

**A. MEDICAL EXPERTISE**

**Describe the clinical situations since your last self-evaluation during which immediate recall of medical knowledge by you or a colleague significantly improved the treatment of a patient either by correcting false assumptions or by efficiently tightening the differential diagnosis. Can you recall situations in which ignorance of relevant medical knowledge was a problem in retrospect?**

**B. JUDGEMENT – CLINICAL DECISION MAKING**

**Briefly describe a challenging clinical situation since your last self-assessment in which you were unsure as to how to decide on a management plan. Outline your reflections and subsequent discussion with a senior colleague that allowed you to agree on the most appropriate way forward.**

**C. TECHNICAL EXPERTISE**

**State the most challenging operative/technical skill that you have attempted or have been taught or have refined since your last self-assessment. Briefly describe the factors that allowed you to approach mastery of this operative/technical skill.**

**D. PROFESSIONALISM AND ETHICS**

**Do you take time to reflect on your own surgical practice and its shortcomings? Do you take care to maintain your own health and well-being with respect to diet, exercise, sleep and maintaining relationships among friends and family? Have you encountered any ethical dilemmas in your training since your last self-assessment – have these been satisfactorily resolved? Are you conscious of considering whether your colleagues are in need of your assistance?**

**E. HEALTH ADVOCACY**

**Does your current position expose you to new cultures/ethnicities/faiths that you had previously had little awareness of? How have you been able to learn about the impact of these cultures/ethnicities/faiths on the health care that you provide? Have there been system issues in your hospital that have affected the best delivery of health care for your patients? How have your team addressed this?**

**F. COMMUNICATION**

**Have you noticed any changes in your communication style with patients, parents, junior colleagues or senior colleagues since your last self-assessment – what has contributed to this change? On reflection, are there any ways you might improve your written and/or verbal communication?**

**G. COLLABORATION AND TEAMWORK**

**In your current rotation have you noticed any work practices that are new to you that either positively or negatively impact your ability to work with others in your teams? How effectively are you able to maintain contact with other paediatric surgical trainees and mentors during your work week – can/should you make more effort with this? Have you been able to accept your mistakes at work, own them and learn from them? Does the culture in your workplace allow you to do this?**

**H. MANAGEMENT AND LEADERSHIP**

**During any day at work we are all at some times variously a leader or a follower – do you have any difficulties stepping up to the leadership role or stepping down to a follower role when needs dictate? Do you have good (or bad) role models of leadership or follower-ship where you work right now – what factors are present that make it so?**

**I. SCHOLAR AND TEACHER**

**Outline your general text and journal reading plan – this should provide breadth to your knowledge base. Have you attended any conferences – what ideas and messages did you take away from them?**

**If you were to start a research project of your own choosing, what question would you want to answer? Is your approach to all these questions likely to sustain your need for professional life-long learning?**

**How are you progressing towards your next learning goals?**

**INSTRUCTIONS**

The primary goal of the Self Reflection and Goal Planning form is the personal development of the Trainee. The questions are designed to prompt the Trainee to reflect on their performance, challenges they have faced and areas they believe they need improvement on.

* The Trainee should consider all nine core competencies of RACS.
* Trainees should develop goals they wish to achieve in an attempt to undertake self-directed learning on the front page of the Trainee Assessment Form.
* At the conclusion of each quarter the Trainee must complete the goal section of this form. The following questions (section A to I) can be used as a prompt to help in reflection and goal making. Completion of sections A to I are optional.
* The Trainee must complete this form electronically so that additional space can be utilised as needed.
* The Trainee must sign this form prior to submission to the Board.
* Trainees are encouraged, but not required to discuss their goals with all Trainers within the unit.