



## Intern Guide - Five Top Tips for JMOs

Want to get the best out the Intern Guide? Below are five top tips to using the Intern Guide.

### Purpose of the Intern Guide

*To facilitate interns, their educators and supervisors and Directors of Prevocational Education and Training (DPETs) in building valuable workplace learning, teaching and assessment experiences in the PGY1 year.*

*The Guide will support achievement of the larger goal of providing safe, effective patient care and promote the establishment of a culture of lifelong learning and reflection.*

The Intern Guide is aligned to the National Intern Training – Intern Outcome Statements. All interns are required to achieve these by the end of post graduate year one (PGY1) to be eligible for general registration as a medical practitioner. For each of your terms during PGY1 you will have a Mid-Term Appraisal and End of Term Assessment on your progress towards meeting these Intern Outcome Statements.

### What does the Intern Guide provide?

- Learning outcomes that describe component knowledge, skills and attitudes of each of the Intern Training-Intern Outcome statements
- Broad strategies for workplace teaching, learning and assessment
- Topic lists that contribute further detail on content to be covered for each of the Intern Outcome Statements.
- Linkages between learning outcomes across the different Intern Outcome statements indicating areas where learning and/or assessment can be combined.

The Intern Guide is an interactive PDF allowing you to move easily between different sections.

The Intern Guide will support you to:

#### 1. Define what you currently know and can do

You can evaluate yourself against the list of learning outcomes and topics that give greater detail for each of the Intern Outcome Statements. This will help you reflect on your strengths and weaknesses and on areas you would like to improve. As part of your self-appraisal you can review and reflect on any feedback you have received from supervisors, colleagues, team members or patients.

#### 2. Define the skills and knowledge that you would like to develop

Using the learning outcomes and topic areas you can identify what you already can do, gaps in your skills and knowledge and areas for further development. At the beginning of each term you will meet with your allocated Term Supervisor who will give you a Term Description clarifying the term learning opportunities/objectives and your expectations for the term. You can map these and your personal learning needs to the learning outcomes in the Intern Guide.



### 3. Develop a learning plan

With input from your Term Supervisor you can develop a learning plan for the term that lists the learning outcomes from the Intern Guide that you will cover, their relationship to the Term Description and how you will meet these outcomes and how your progress will be measured. The plan will help you to plan and track your learning. The Outcome Statements will be progressively developed throughout the year, the different terms offer different contexts and opportunities to practice and strengthen your skills.

As well as what you do in the workplace you can access eLearning modules, books, journals, podcasts and other web resources to further your own learning.

### 4. Obtain feedback

The Intern Guide can help you to obtain feedback on your performance at work. Your knowledge and skills will continue to develop over PGY1, it is a progressive process. The detailed learning outcomes for each of the Intern Outcome Statements will give you a better understanding of the performance requirements of the workplace. This will help you gain targeted feedback on your performance and identify areas for continued learning.

During each term of PGY1 you will complete a Mid-Term Appraisal and End of Term Assessment with your Term Supervisor. Feedback you receive from your supervisors and other members of the health care team is a valuable source of information and evidence for your Mid-Term Appraisal and End of Term Assessment. The Mid-Term Appraisal is an opportunity to identify milestones not yet reached in your Learning Plan and refine your learning strategies to achieve these.

Obtaining feedback is best seen as an ongoing process in which different doctors you work with observe different aspects of your performance over time, acknowledge what you are doing well and identify areas for further development. In general workplace assessment will combine a number of learning outcomes, often across the different Outcome Statements, and will be tasks that you will already be performing in the workplace.

### 5. Undertake structured workplace assessment

As well as informal feedback gained over each term, feedback can be obtained by completing structured workplace assessment. There are a number of assessment tools that are used to obtain feedback about performance in the workplace. Commonly used tools are the Mini clinical examination (mini-Cex), Case-based discussion, Multisource feedback and the Direct observation of procedural skills (DOPS). Different tools provide feedback on different areas of performance. Supervisors will match the tools to the performance being reviewed. You can discuss these tools with your Term Supervisor and negotiate times to use them.

Both informal and more formal assessment contributes to your learning and allows you to gather evidence of your performance to inform the Mid-Term Appraisal and End of Term Assessment.