# Term Assessment Forms Framework for Prevocational Medical Training NSW

This factsheet outlines term assessment requirements for the National Framework for Prevocational (PGY1 and PGY2) Medical Training.

At the commencement of each term, Term Supervisors should have a 'beginning of term discussion' with the trainee. The purpose of this discussion is to identify learning goals, objectives and provide an opportunity for reflection on previously completed terms.

Term Supervisors are also required to complete mid-term and end-of-term assessments each term <u>with the trainee</u>. The purpose of the term assessments is to provide guidance to the trainee on their progress and to provide constructive and specific feedback.

These assessments are based on achieving the outcomes described in the Prevocational outcome statements at a level appropriate for each year. The assessments are documented on a standardised national form.

# Who completes the assessment? \_\_\_\_\_

Mid and end of term assessments should be completed by the Term Supervisor.

# Procedure 1909 The control of the c

# Domains and learning outcomes? \_\_\_\_\_

The prevocational trainee should be able to demonstrate the skills and knowledge outlined in the Prevocational outcome statements at the appropriate level. The outcomes are organised in four Domains.



To learn more about Prevocational outcome statements <u>click here</u>.

The AMC have also produced a Guide to Prevocational Training in Australia for PGY1 and PGY2. To access the guide click here.





## How do I complete the assessment form?

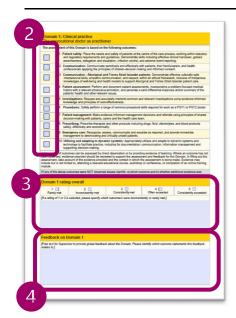
Firstly, gather feedback from the clinical team and other clinical staff including nursing staff, pharmacy and other allied health staff and Aboriginal Liaison Officers who may have observed the performance of the trainee during the term. Additionally, you may encourage the trainee to complete a copy of the form themselves (self-assessment) prior to the meeting. The trainee may also gather evidence of other learning activities such as courses, workshops and online learning.

### Step one

Complete the first page indicating sources of information to complete the form i.e. sources of feedback and/or trainee evidence.

### Step two

Check each of the learning outcomes assessed during the discussion.



### Step three

Select the overall rating for the domain. If an overall rating of 1 (rarely met) or 2 (inconsistently met) has been applied the comments should specify which learning outcomes are either rarely or inconsistently met.

### Step four

Provide feedback specific to the domain and/or learning outcomes discussed.









Repeat steps two to four for each domain.

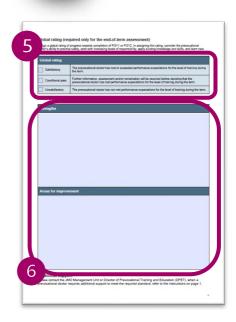


### Step five

A global rating for the term is only necessary for end of term assessments.

### Step six

Provide feedback on the trainees strengths and areas for improvement observed during the term.





### Step seven

The Term Supervisor and the prevocational trainee both sign the form, and the completed form is reviewed and signed by the DPET.

For more guidance speak to your DPET.

For more resources:

HETI National Framework landing page

AMC National Framework landing page

For more support contact us at HETI-NationalFramework@health.nsw.gov.au



