

# JOINT COMMITTEE ON SURGICAL TRAINING

## TRAINEE ASSESSMENT FORM

This is an official document. A separate form is to be completed at the end of a placement by each trainer (forms are to be completed every 6 months and must be completed within a month of finishing the placement). The original is the property of the JCST. Signed and completed forms are to be returned to the JCST offices with a copy going to the Programme Director and Postgraduate Dean.

Guidance notes on the completion of this form are available on the JCST web site, [www.jcst.org](http://www.jcst.org) from the Postgraduate Dean or Programme Director.

### General Information

(to be completed in block capitals by trainee before handing to trainer for completion)

Form completed by (Name of trainer) \_\_\_\_\_

Name of trainee \_\_\_\_\_

Programme Director \_\_\_\_\_

Specialty \_\_\_\_\_

Training Number  
(NTN/VTN/FTN or LAT) \_\_\_\_\_

Expected CCT date (if applicable) \_\_\_\_\_

GMC Number \_\_\_\_\_

Post and Trust/Hospital  
(Number if known) \_\_\_\_\_

Assessment period From: \_\_\_\_\_ To: \_\_\_\_\_

Sick Leave  
Duration of absence due to sick leave during this period \_\_\_\_\_

Duration of sick leave since entering SpR training \_\_\_\_\_

Trainer Signature \_\_\_\_\_ Date \_\_\_\_\_

Trainee Signature \_\_\_\_\_ Date \_\_\_\_\_

## To be completed by trainer

Year of SpR training (please circle)      6 mths   1   2   3   4   5   6

<b>CRITERIA</b>	<b>unsatisfactory needs to repeat training in this area RITA E</b>	<b>needs targeted training in this area RITA D</b>	<b>satisfactory  RITA C</b>	<b>COMMENTS</b>
<b>A. Clinical Skills</b>				
History Taking				
Physical Exam				
Investigations				
Diagnosis				
Judgement				
Operative skill				
After care				

<b>B. Knowledge</b>				
Basic Science				
Clinical				

<b>C. Postgraduate Activities</b>				
Teaching				
Lecturing				
Case presentation				
Publications				
Learning skills				
Research				
Audit				

CRITERIA	unsatisfactory needs to repeat training in this area RITA E	needs targeted training in this area RITA D	Satisfactory  RITA C	COMMENTS
<b>D. Attitudes</b>				
Reliability				
Self Motivation				
Leadership				
Team working				
Administration				
Relationships & Communication With:				
a) Colleagues				
b) Patients				
c) Other staff				
Communication skills:-				
a) informed consent				
b) Bereavement				
c) Breaking bad news				

**Comments from trainer** (please extend to an attached sheet if necessary – each attached sheet must be signed and dated by trainer and trainee)

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## Summary conclusion

- Satisfactory in all respects to proceed
  
- Satisfactory to proceed, but the following areas for improvement have been identified and must be addressed in the next placement (detail areas for improvement - please extend to an attached sheet if necessary –attached sheets must be signed and dated by trainer and trainee)

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- Unsatisfactory to proceed and the training placement needs to be repeated
  
- Unsatisfactory and should be referred for advice to Postgraduate Dean / Programme Director about choosing an alternative career pathway

**Comments from Trainee** (please extend to an attached sheet if necessary – each attached sheet must be signed and dated by trainer and trainee)

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