

## Information for Advanced Trainees Stage 1 – Local Remediation

### Early local intervention

Written feedback and agreed actions can assist trainees experiencing minor issues, to get back on track quickly. The steps outlined below are designed to assist you to engage with your supervisors in the planning process, particularly where initial concerns regarding training performance have been raised.

### 1. Constructive feedback can help identify areas for development.

Your supervisor may have already requested a meeting with you – this is a great opportunity to gain clarity and identify areas for development. Consider preparing for a meeting with your supervisor by doing the following:

- Take your previous supervisor reports to this meeting so you can compare any previous feedback with your current supervisor's assessment of your training performance.
- Be open to constructive criticism and explore any areas where you feel there is a need for additional support and development.
- Use the feedback you have received to develop an [Improving Performance Action Plan \(IPAP\)](#).
- Training can be challenging and the [RACP Support Program](#) might be helpful if you would like to access some confidential counselling and coaching at this time.

### 2. Having a plan sets out achievable goals

Use the feedback you have received to set learning objectives and identify opportunities to demonstrate improvement in the IPAP. Together with your supervisor, review and agree on the plan. You should also set a date to review the progress against your plan in three to six months.

It is a good idea to align the IPAP review date with the submission of your next supervisor report. This way you can be clear about expectations in the lead up to this assessment.

### 3. A chance to reflect on progress

Review the IPAP and if the difficulties have been resolved, then this will be reflected in a satisfactory assessment of your performance on the supervisor report. In this case your supervisor report will be submitted to the College and processed in the usual manner, and it is unlikely that any further follow-up will be required.

However, if your supervisor's assessment report indicates that the difficulties have **not** been resolved then the Training Committee will decide the next steps, which may include College monitored support in your next training rotation.

### ***Patient and trainee safety***

*Patient and trainee safety take precedence over all other considerations. Employers and clinicians are bound by mandatory notification requirements to the Medical Board of Australia (MBA) or Medical Council of New Zealand (MCNZ) as appropriate. Reportable behaviours are dealt with directly by the MBA or MCNZ, and not by the College.*