Royal Australasian College of Dental Surgeons
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Trainee Assessment Report | WBA FORM 01

Instructions

- This form is for Oral and Maxillofacial Surgery (OMS) Trainees. Trainees should refer to relevant sections of the Accredited Training in OMS Handbook detailing requirements for trainee assessments.
- Please complete this form and email to omstrainee@racds.org within two weeks of your midterm meeting (for borderline or unsatisfactory reports only) or by the six-monthly assessment report deadline (15 February and 15 August of each year).

Trainee Details

Trainee name		Training year	OMS 1 ☐	OMS 2 ☐	OMS 3 ☐	OMS 4 ☐
Training centre		Training period	Feb to Aug	☐	Aug to Feb	☐
Training post/hospital						
Supervisor of Training						
Director of Training						
Type of assessment	Midterm	☐	Six-monthly	☐		

Supervisor of Training – Assessment of Trainee's Performance

Please consider the trainee's performance in general terms against the criteria provided. Initial the box on the right to confirm you have consulted your colleagues, junior medical staff, and allied health personnel prior to completing this report.	Initial here

Key	
1	**Unsatisfactory** – performs significantly below that generally observed for this level of experience
2	**Below expectation** – requires further development
3	**Meets expectation** – performs at a satisfactory level
4	**Above expectation** – performs at a level better than that which would be expected for the level of experience
5	**Exceptional** – performs at a level beyond that which would be expected for the level of experience
N/O	**Not observed**

	Clinical Knowledge	1	2	3	4	5	N/O
1	**Clinical knowledge of subject** (perspective to patient care, appropriate investigations, post-operative care)	☐	☐	☐	☐	☐	☐
2	**Professional knowledge** (knowledge of hospital procedures, policy, medico legal aspects)	☐	☐	☐	☐	☐	☐
3	**Clinical clerking** (adequacy of detail in written records, legibility, accurate drug charting)	☐	☐	☐	☐	☐	☐
4	**History taking** (ability to take history and perform physical examination, obtains pertinent information, perceptive, thorough)	☐	☐	☐	☐	☐	☐

Procedural Skills		**1**	**2**	**3**	**4**	**5**	**N/O**
5	**Anatomical knowledge** (demonstrates adequate knowledge of anatomy during planning & procedures)	☐	☐	☐	☐	☐	☐
6	**Surgical technique** (demonstrates good surgical technique, tissue & instrument handling, suturing & wound care)	☐	☐	☐	☐	☐	☐
7	**Adaptive skills** (adapts techniques to the requirements of the situation)	☐	☐	☐	☐	☐	☐
8	**Surgical judgment** (demonstrates adequate surgical judgment during procedures)	☐	☐	☐	☐	☐	☐
9	**Surgical development** (analyses own technique & demonstrates quality improvement)	☐	☐	☐	☐	☐	☐
10	**Ergonomics** (demonstrates efficiency with maintenance of technique and standards)	☐	☐	☐	☐	☐	☐
11	**Assistance** (seeks assistance appropriately and timely)	☐	☐	☐	☐	☐	☐
12	**Operative complications** (satisfactory response, in control – if not observed N/O)	☐	☐	☐	☐	☐	☐
Clinical Judgement		**1**	**2**	**3**	**4**	**5**	**N/O**
13	**Diagnostic skills** (identifies and prioritises patient problems, selects appropriate tests, understands and can interpret results)	☐	☐	☐	☐	☐	☐
14	**Patient management** (synthesises data, makes appropriate management decisions, responds appropriately to call outs and provides emergency care as required)	☐	☐	☐	☐	☐	☐
15	**Time management** (plans and organises work, sets goals and meets them, prioritises calls, seeks advice on priorities if needed)	☐	☐	☐	☐	☐	☐
16	**Recognising limits** (accurate assessment of own skills, refers and consults with others as required, takes responsibility for actions)	☐	☐	☐	☐	☐	☐
17	**Ethical Skills** (shows understanding and judgement of ethical issues)	☐	☐	☐	☐	☐	☐
Communication		**1**	**2**	**3**	**4**	**5**	**N/O**
18	**Communication skills** (communicates effectively in English, with clarity, logic of expression, etc.)	☐	☐	☐	☐	☐	☐
19	**Ability to communicate with patients and families** (listening skills, respect, avoidance of jargon, coping with antagonism, responsive to patient's concerns)	☐	☐	☐	☐	☐	☐
20	**Sensitivity and ethical awareness** (is aware of options and networks available to patients, treats patients as individuals, recognises and values differences)	☐	☐	☐	☐	☐	☐
Cooperation and Teamwork		**1**	**2**	**3**	**4**	**5**	**N/O**
21	**Ability to co-operate with other healthcare professionals** (ability to work in a multidisciplinary team and with all team members irrespective of gender/culture, contributes effectively to teamwork, case presentations)	☐	☐	☐	☐	☐	☐
22	**Initiative and enthusiasm** (gets involved, self-motivated, able to identify needs of the job, follows up without being prompted, thinks and plans ahead, shows commitment, asks questions of supervisors)	☐	☐	☐	☐	☐	☐
23	**Takes responsibility for own learning** (evidence of reading up on cases, attends seminars and teaching sessions, asks questions, keen to discover new knowledge)	☐	☐	☐	☐	☐	☐
24	**Motivation to teach** (medical staff, nurses, other health professionals)	☐	☐	☐	☐	☐	☐

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Professional Attitudes and Behaviour		1	2	3	4	5	N/O
25	**Reliability and dependability** (punctual, carries out instructions, fulfils obligations, complies with hospital policies, keeps up to date with work including letters, arranging meetings, notifies staff if expecting to be absent from duty)	☐	☐	☐	☐	☐	☐
26	**Ability to cope with stress, emotional demands and emergency situations** (reports when stressed, asks for help when needed, shows coping skills)	☐	☐	☐	☐	☐	☐
27	**Personal manner** (approachability, warmth, openness, rapport etc.)	☐	☐	☐	☐	☐	☐

Supervisor of Training – Assessment of Trainee's Progress on Assessments

Research activities during period (please tick)

No progress	☐	Research in progress	☐	Study completed	☐

Clinical training and assessment (CTA)

Case presentation plus discussion		Assessment of operative process (AOP)	
Number completed		Number completed	

Presentation of paper (please list)

Supervisor of Training – Feedback and Assessment

Trainee strengths and weaknesses

Areas for improvement

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As the supervisor of Training, I have determined the overall performance of the trainee in this period has been:	
Satisfactory	☐
Borderline	☐
Unsatisfactory	☐

Supervisor of Training Declaration			
Name			
Signature		Date	

Trainee Declaration			
My Supervisor of Training has discussed this assessment with me.			
Name			
Signature		Date	

Director of Training Declaration		
This report has been confirmed as:		
Satisfactory	☐	*For borderline and unsatisfactory assessments, please contact the College.*
Borderline	☐	
Unsatisfactory	☐	
The logbook has been confirmed as:		
Satisfactory	☐	
Borderline	☐	
Unsatisfactory	☐	
Name		
Signature		Date