



Professional Performance Assessment Surgical Education and Training in Neurosurgery

Royal Australasian College of Surgeons & Neurosurgical Society of Australasia



The assessment of performance of the trainee by the supervisor is fundamental to continuing satisfactory progression through the SET Program. For each of the following assessment areas, guidelines of what would be considered the minimum acceptable standard of performance are provided. The guidelines are some common examples and are not exhaustive. Unsatisfactory performance includes all unethical or improper conduct and also includes the types of honest mistakes, errors of judgement and poor standards in service delivery which give rise to legitimate concern.

The supervisor must rate each assessment area as either S for Satisfactory or U for Unsatisfactory. If any area of the Report is rated as unsatisfactory a letter from the supervisor is required outlining the reasons giving rise to the unsatisfactory assessment.

Trainee Name: Supervisor Name:
 Rotation Start Date:/...../..... Rotation Finish Date:/...../.....
 Hospital where the supervision occurred:

Assessment Area	Guidelines (these are common examples and are not exhaustive)	Assessment (S or U)
Learning	<ul style="list-style-type: none"> Routinely undertakes reading before cases Shows solid effort with self-directed learning Regularly participates in educational sessions 	
Teaching and Supervision	<ul style="list-style-type: none"> Effective involvement in informal teaching & supervision of residents & nursing staff Appropriate participation in formal teaching if requested. 	
Co-operation with and respect for other members of the health care team	<ul style="list-style-type: none"> Recognises the contributions of other team members Co-operatively employs a multidisciplinary approach to patient management No complaints of reasonable concern Courteous interactions with other members of the team Timely attendance to emergency department calls and referrals 	
Respect For Patients and Families	<ul style="list-style-type: none"> Consistently demonstrates respect for all patients and their families No complaints of reasonable concern Displays appropriate cultural awareness 	
Working Relationships	<ul style="list-style-type: none"> Has effective working relationships Is respected by others with limited disharmony No complaints of reasonable concern Effective conflict resolution 	
Management Skills	<ul style="list-style-type: none"> Multi-tasking and personal time management Appropriate risk management strategies Efficient & organised approach to admissions, bed management & operating lists Delegates duties effectively Ensures timely completion of clerical duties 	
Reliability	<ul style="list-style-type: none"> Consistently punctual Available and up to date with patient results or conditions Reliably remembers important responsibilities without prompting 	
Communication with Patients & Families	<ul style="list-style-type: none"> Communicates clearly with patients Provides appropriate information Makes time for the patient/family to question or clarify the diagnosis & treatment Displays empathy 	
Communication with Team Members	<ul style="list-style-type: none"> Consistently keeps all team members up to date Provides clear directions and descriptions of situations Seeks and considers the views of others Thorough and accurate written communications and medical records 	
Insight	<ul style="list-style-type: none"> Recognises their own abilities and limitations Makes appropriate decisions Calling for assistance appropriately 	
Stress response	<ul style="list-style-type: none"> Manages to handle stressful situations appropriately Continues to function effectively in stressful situations Remains calm under stress 	
Integrity	<ul style="list-style-type: none"> Actively comes forward with mistakes or deficiencies Accepts responsibility for errors Provides truthful information at all times 	
Ethical Issues	<ul style="list-style-type: none"> Consistent application of ethical principles Understanding of current legal aspects of informed consent & confidentiality Adheres to the RACS Code of Conduct 	

Trainee Signature: Supervisor Signature: :