

EDUCATIONAL SUPERVISOR'S REPORT

Trainees must upload all evidence to the ePortfolio and tag it to the appropriate Learning Outcomes and Professional Capabilities.

This form must be completed by the trainee as a self-assessment exercise, and shared with their named Educational Supervisor.

The named Educational Supervisor must complete this report for the Annual Review of Competence Progression (ARCP) panel, summarising the trainee's learning portfolio and workplace-based assessments (WBAs) since the previous assessment. Handwritten forms will not be accepted.

If the trainee has not fulfilled all training requirements mapped to the OMST 2022 Curriculum /ARCP Decision Aid, the ES must complete the [COVID-19 ARCP Educational Statement](#) in addition to this form.

Name of Trainee		Name of Educational Supervisor	
Trainee's employing organisation		Educational Supervisor's employing organisation	
Main location of training		Main location of work	

PLACEMENT(S) IN OCCUPATIONAL MEDICINE PROGRAMME (please start with current)

Employer	Named Clinical Supervisor(s)	Dates (from-to)

PREVIOUS ARCP

Dates (from-to)	Grade reviewed	Outcome	For outcomes 2 &3, have the objectives been met? (Y/N)
	ST_		
	ST_		
	ST_		
	ST_		

PROGRAMME OF ASSESSMENT

	ST3	ST4	ST5	ST6
Supervised Learning Events (SLEs)				
Mini CEX	4	4	4	4
DOPS (must include spirometry and audiometry)	4	4	4	4
CBDs (please refer to OMST 2022 Curriculum - CBD Guidance)	8 1 complex + 1 legal + 1 work-related + 5 additional	8 2 complex + 1 legal + 1 pre-employment + 1 work-related + 3 additional	8 3 complex + 1 disclosure + 1 legal + 1 work-related + 2 additional	8 4 complex + 1 legal + 1 ill-health retirement + 1 safeguarding + 1 work-related
SAIL OH 1	2	2	2	2
SAIL OH 2	2	2	2	2
FOM Membership (MFOM) examinations				
MFOM Part 1 or Diploma in Occupational Medicine (DOccMed)	1			
MFOM Part 2 (may be taken in ST5 or ST6)			1	OR 1
Additional evidence required for ARCP				
Workplace risk assessment	2	2		
First aid assessment	1	1		

PROGRAMME OF ASSESSMENT (continued)

	ST3	ST4	ST5	ST6
Health surveillance programme review				
Health surveillance	1	1		
Environmental impact assessment		1		1
Health promotion programme				1
Audit cycle (presentation)		1		1
MSF (including patient survey)	1	1	1	1
Teaching	0	0	2	2
Management and clinical governance ¹		1	1	2
Research methods				1
Educational Supervisor's Report (ESR)	1	1	1	1
GMC Trainee Survey completed	1	1	1	1

¹ To include developing policy; management meeting(s); chairing meeting(s); H&S meeting, including manual handling & occupational hygiene; MDT case conference.

PROGRAMME OF ASSESSMENT (continued)

	ST3	ST4	ST5	ST6
Safeguarding L1 training	1			
Form R (A & B) with reflection on practice if needed	1	1	1	1
CCT calculator	1	1	1	1
All required evidence submitted? (Y/N)				

LEARNING OUTCOMES and PROFESSIONAL CAPABILITIES

Learning Outcome 1	Professional Capabilities	Achieved Y/N	Progression/ES feedback
<p>Adopts a self-regulatory approach to professional behaviour, demonstrating and role modelling the professional attributes required by a specialist occupational physician.</p>	<p>1a. Maintains confidentiality but judges when disclosure is required in relation to legal accountability ethical principles and safety considerations.</p>		
	<p>1b. Applies knowledge of specific legislation and ethical frameworks across all four nations, advising workers and managers.</p>		
	<p>1c. Recognises and appropriately applies principles reflecting the importance of medical ethics, confidentiality and consent.</p>		
<p>Learning Outcome 1 achieved Y/N</p>			
<p>Trainee feedback</p>			

Learning Outcome 2	Professional Capabilities	Achieved Y/N	Progression/ES feedback
<p>Communicates effectively verbally and in writing with workers, employers, worker representatives, colleagues and other stakeholders, across a range of workplace environments, demonstrating effective listening skills, cultural awareness and sensitivity.</p>	<p>2a. Recognises the importance of the relationship between health and work, and work and health, identifying where communication can support or hinder this.</p>		
	<p>2b. Develops effective relationships with workers, employers, trade unions and other stakeholders.</p>		
	<p>2c. Demonstrates the ability to produce clear, legible and accurate reports in written form.</p>		
	<p>2d. Communicates risk to stakeholders</p>		
Learning Outcome 2 achieved Y/N			
<p>Trainee feedback</p>			

Learning Outcome 3	Professional Capabilities	Achieved Y/N	Progression/ES feedback
<p>Assesses and manages workers, with respect to work and the workplace, taking into account history, diagnosis, human factors principles, clinical examination and relevant investigations,</p> <p>including mandatory spirometry and audiology.</p>	<p>3a. Considers the full range of management options available, including pre-placement assessment, sickness absence, modified duties, ill health retirement and/or redeployment.</p>		
	<p>3b. Assesses and manages workers with chronic disease and those rehabilitating from acute injury or ill health using the biopsychosocial model.</p>		
	<p>3c. Assesses functional capacity and evaluates fitness for work, to include initial, periodic and statutory assessment.</p>		
	<p>3d. Liaises with other healthcare professionals as appropriate.</p>		
	<p>3e. Diagnoses work-related ill health and occupational disease.</p>		
<p>Learning Outcome 3 achieved Y/N</p>			
<p>Trainee feedback</p>			

Learning Outcome 4	Professional Capabilities	Achieved Y/N	Progression/ES feedback
<p>Accurately identifies, assesses and manages workplace hazards and risks across a range of settings.</p>	<p>4a. Provides workplace managers with appropriate recommendations, including health surveillance and occupational hygiene input, aimed at workplace improvements in relation to health.</p>		
	<p>4b. Liaises with safety representatives, safety officers, occupational hygienists, ergonomists and other specialists in the assessment of working environments.</p>		
	<p>4c. Explains and manages the difference between association and causation in a workplace setting.</p>		

Learning Outcome 4 achieved Y/N

<p>Trainee feedback</p>	
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Learning Outcome 5	Professional Capabilities	Achieved Y/N	Progression/ES feedback
<p>Promotes and advises on physical and psychological health and wellbeing in the workplace and wider community, as well as prevention of work-related ill health.</p>	<p>5a. Demonstrates knowledge of cultural, social, religious and economic factors and their influence on workplace health and wider public health within a biopsychosocial model.</p>		
	<p>5b. Assesses the need for, organises, delivers and evaluates health promotion across a range of workplace environments.</p>		
	<p>5c. Recognises and advises on health risks in the local environment arising from workplace activities.</p>		
<p>Learning Outcome 5 achieved Y/N</p>			
<p>Trainee feedback</p>			

Learning Outcome 6	Professional Capabilities	Achieved Y/N	Progression/ES feedback
<p>Demonstrates a range of leadership behaviours and role models the ability to respect others, working effectively in a multidisciplinary team and within a management structure.</p>	<p>6a. Strategically plans and sets objectives for the delivery of an occupational health service.</p>		
	<p>6b. Effectively manages and evaluates an occupational health clinic.</p>		
	<p>6c. Supervises, challenges, influences, appraises and mentors colleagues and peers to enhance performance and to support development.</p>		
	<p>6d. Promotes and effectively participates in multidisciplinary and interprofessional team working.</p>		
<p>Learning Outcome 6 achieved Y/N</p>			
<p>Trainee feedback</p>			

Learning Outcome 7	Professional Capabilities	Achieved Y/N	Progression/ES feedback
<p>Applies knowledge, clinical skills and professional values to the provision of high quality, safe worker management and investigates, reports and resolves risks to workers and stakeholders.</p>	<p>7a. Demonstrates the ability to mitigate against safety risks.</p>		
	<p>7b. Recognises when safety has been compromised and escalates appropriately.</p>		
Learning Outcome 7 achieved Y/N			
<p>Trainee feedback</p>			

Learning Outcome 8	Professional Capabilities	Achieved Y/N	Progression/ES feedback
Independently applies knowledge of quality improvement processes to undertake projects, audits and evaluation studies to improve effectiveness, safety, efficiency and the overall experience of stakeholders.	8a. Identifies quality improvement opportunities.		
	8b. Engages with stakeholders, including workers, doctors and managers, to plan and implement service delivery and quality improvement.		
Learning Outcome 8 achieved Y/N			
Trainee feedback			

Learning Outcome 9	Professional Capabilities	Achieved Y/N	Progression/ES feedback
<p>Applies knowledge to identify safeguarding issues, thereby taking responsibility for raising concerns, getting advice and taking appropriate actions.</p>	<p>9a. Promotes the professional responsibility of safeguarding.</p>		
	<p>9b. Demonstrates knowledge of workplace bullying and harassment and the impact on workplace health.</p>		
<p>Learning Outcome 9 achieved Y/N</p>			
<p>Trainee feedback</p>			

Learning Outcome 10	Professional Capabilities	Achieved Y/N	Progression/ES feedback
<p>Demonstrates knowledge skills and attitudes to provide effective teaching and learning opportunities, including supervision, training, assessment and mentorship in the occupational health setting.</p>	<p>10a. Optimises, plans and delivers teaching and learning opportunities to health professionals.</p>		
	<p>10b. Attains skills to enable confident supervision, recognising the skills of both clinical and educational supervisors and the provision of constructive feedback.</p>		
	<p>10c. Facilitates learning in the workplace across a wide range of groups and audiences, including employers, workers and colleagues.</p>		
<p>Learning Outcome 10 achieved Y/N</p>			
<p>Trainee feedback</p>			

Learning Outcome 11	Professional Capabilities	Achieved Y/N	Progression/ES feedback
Engages with research and promotes innovation.	11a. Adopts an evidence-based approach to occupational medicine.		
	11b. Demonstrates independent evidence-based development to support the revision of guidelines and procedures.		
	11c. Capable in the use and management of information, and the reflective use of information technology.		
Learning Outcome 11 achieved Y/N			
Trainee feedback			

REMEDIAL ACTION REQUIRED/PERSONAL DEVELOPMENT PLAN

Action required	How the action will be carried out	By when

SUMMARY OF TRAINEE'S ASSESSMENT

In your opinion has the trainee's overall progression been satisfactory and therefore they can progress to the next level of training?

YES

NO

Educational Supervisor's comments

You must provide feedback to explain the reason for your opinion, including positive feedback and areas to improve both for satisfactory or unsatisfactory progression

Reason for opinion	
Positives	
Areas to improve	

Trainee's comments

Reflection on ES opinion	
Reflection on positives and areas to improve	
Mitigating factors, if relevant	

Agreed CCT date

Agreed CCT date (dd/mm/yyyy) based on the CCT calculator and previous outcome 3	/ /
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Educational Supervisor	
I confirm that this is an accurate description/ summary of this trainee's progression from DD/MM/YYYY to DD/MM/YYYY.	
Name	
Signature (initials as e-signature acceptable)	
Date	

Trainee	
I confirm the content of this report has been discussed with me prior to submission.	
Name	
Signature (initials as e-signature acceptable)	
Date	