**Supervised Learning Event:**

**Assessment of Written Communication (AWC) 2**

**Clinical Communication with another Healthcare Professional**

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| **Assessor's Professional No.** |  | **Trainee's GMC No.** |  | **Year of training** |  | **Item No.** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | 🞅 ST3 | 🞅 ST4 | 🞅 ST5 | 🞅 ST6 |  |  |  |

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| **Reason for communication** |
|  |  |  Is the worker: 🞅 New? 🞅 Follow-up?  🞅 Not applicable |
|  |
| Complexity: | 🞅 Low | 🞅 Moderate | 🞅 High |
| Assessor: | 🞅 Educational Supervisor🞅 Nurse | 🞅 Clinical Supervisor🞅 Safety officer | 🞅 Other consultant 🞅 Hygienist | 🞅 Peer / colleague🞅 Other |
| No. of previous AWCs / SAILs (with any trainee) | 🞅 None | 🞅 1-5 | 🞅 6-10 | 🞅 >10 |
| Have you had training in use of this tool? | 🞅 Read guidance notes (essential) | 🞅 Face to face training | 🞅 Web | 🞅 Course | 🞅 Other |

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| **FOM Core Competency** *(trainee to refer to Curriculum and identify competency to be evaluated on this occasion):e.g. 1.1 Liaison with Colleagues, 1.3 Information,**1.5 Assessment of Disability and Fitness for Work, 3. Communication Skills, 3.1 Ethical/Legal Issues***Learning Outcome expected** (*trainee to complete*): |

*Please tick one of the boxes for each component of the exercise. Refer to the attached rubric for descriptions of expected performance.**Justify with a brief explanation in the comments box any rating other than expected; failure to do so will invalidate the assessment. Use the feedback box below to expand on your comments.*

| **Area** | BelowExpected | Expected | Above Expected  | N/A | Specific comments |
| --- | --- | --- | --- | --- | --- |
| 1. **Clinical Narrative**

*Includes the purpose of the letter and relevant clinical background* |  |  |  |  |  |
| 1. **Occupational context**

*Includes the impact on work capability and support measures available from the employer* |  |  |  |  |  |
| 1. **Content and clarity**

*Includes clinical activity being requested* |  |  |  |  |  |
| 1. **Professionalism**

*Includes legal, ethical and clinical governance issues* |  |  |  |  |  |

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| **Assessor’s feedback on the trainee’s performance on this occasion***Please comment on the trainees performance on this occasion ,utilising:** *the descriptors of expected performance in the rubric*
* *relevant standards (if applicable)*
* *the extent to which the learning outcome has been achieved*

*Please give specific, objective feedback with justification on the trainees observed performance in this consultation, including what went well and areas for development.**If you have ticked a “Below Expected” box you* ***must*** *identify areas for future improvement.* |

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| **Trainee’s comments on their performance on this occasion***Reflection on own performance:**Reflection on feedback given by assessor:**What actions do you intend to take to meet any development needs?* |

|  |  |
| --- | --- |
| **Assessor:**SignatureDate | **Trainee:**SignatureDate |
| Time taken for observation: | Time taken for discussion / feedback: |

| **Applicable knowledge, skills and attitudes** | **Description of Expected Performance** |
| --- | --- |
| 1. **Clinical narrative**
 | * Documents consent to write letter and/or obtain report.
* Makes the purpose of the referral clear – advice on diagnosis, treatment, prognosis or request for investigation or treatment.
* Provides clear and concise summary of clinical issues.
* Identifies all relevant aspects of the case.
 |
| 1. **Occupational context**
 | * Identifies the workers health issues within their work context.
* Provides accurate description of the impact on work capability.
* Provides description of any concerns raised by manager.
* Provides accurate description of the support provided by the employer.
* Identifies any relevant workplace policies e.g. ill-health retirement criteria.
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| 1. **Content and clarity**
 | * Demonstrates ability to communicate in a clear, logical and understandable manner.
* Makes appropriate clinical request.
* Contains suitable and sufficient information for the intended recipient.
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| 1. **Professionalism**
 | * Displays professional attitude to all components of the communication.
* Does not disclose confidential information without explicit consent
* Exhibits appropriate awareness and understanding of cultural, legal and ethical issues.
* Demonstrates compliance with Access to Medical Reports Act 1988.
* Provides appropriate advice regarding other relevant legislation.
* Maintains awareness of limits of professional competency.
* Communicates with colleague with courtesy and respect.
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* **References not applicable**