**Initial Educational Supervisor Meeting**

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| **Resident’s details:** | Name |  |
| GMC |  |
| Training Grade and Stage |  |
| Dates of this placement  |  |
| Hospital Trust |  |
| Last ARCP date / outcome  |  |
| Next ARCP date (approx.) |  |
| **Educational Supervisor’s Name:** |  |
| **Date of meeting:** |  |
| **Wellbeing check:** *Suggest include: health and wellbeing in current role, commute, rota, leave. Registered with GP?* |
|  |
| **Introduction and Progress/Stage of Training Review:***Receipt of induction? Any outstanding induction to be completed?**Clinical progress to date and open HALOs?**Generic Professional Capability interests/ activity/ongoing project work and open HALOs?**Any deadlines this placement? e.g. Exams/ Courses/ ARCP/ submissions etc* *Ensure access to key clinical and educational resources* |
| *Induction:**Clinical:* *Non-clinical*: *Deadlines:* |
| **Feedback:***Review previous feedback to resident (MTR and MSF). Any feedback from resident.* |
| *Comments:**Areas for focus or development?* |
| **Any incidents needing review:***Review any outstanding issues from previous placements, ensure record on Form R* |
|  |
| **Learning agreement / PDP Review and Update:***To include plan for completion of learning outcomes and other opportunities sought by trainee* |
| *Clinical:**Module Plan for this placement:**Non-Clinical:**Longer term aspirations:* |
| **Agreed actions for next meeting:** |
|  |
| **Other comments:** |
|  |
| **Date for next meeting:** |  |
| **Signature: Resident** |  |
| **Signature: Educational Supervisor**  |  |

**Once complete please upload this ES Meeting form to the e-portfolio, PDP also needs to be completed on LLP.**