

Evaluation form - Audit

This evaluation form should be used by the departmental scholar role tutor to evaluate the audit written report undertaken by the trainee. Trainees should consider each item on the evaluation form, but it may not be appropriate or necessary to include every SQUIRE element in the report.

Trainees are reminded of the College's Academic Integrity Policy which defines the identification, investigation, management and consequences of academic misconduct and plagiarism.

1. Personal Information

ANZCA ID:

Family name: _____ First Name: _____

If a collaborative audit, include other trainee name(s) and ID details below:

Trainee name: _____ ANZCA ID:

Trainee name: _____ ANZCA ID:

2. Evaluation details

Title of audit: _____

Date:

Was the audit plan confirmed by departmental scholar role tutor? Yes No

3. Evaluation details

For guidance on the satisfactory completion of this activity, refer to the accompanying Audit Guidelines for departmental role scholar tutors and trainees.

	Significant improvement required	Addressed, some improvement required	Satisfactorily addressed	Not applicable
INTRODUCTION - WHY DID YOU START?				
Problem description				
Available knowledge/standards				
Rationale				
Specific aims				
METHODS – WHAT DID YOU DO?				
Ethical considerations				
Context				
Measures				
Analysis				

	Significant improvement required	Addressed, some improvement required	Satisfactorily addressed	Not applicable
Planned intervention(s), if required*				
Study of intervention(s), if required*				
RESULTS – WHAT DID YOU FIND?				
Measures and outcomes				
Interactions				
Associations and/or consequences				
DISCUSSION – WHAT DOES IT MEAN?				
Summary				
Interpretation				
Limitations				
Conclusions				

4. Feedback and reflection

DEPARTMENTAL SCHOLAR ROLE TUTOR TO COMPLETE:	
<p>Examples of what was done well <i>Example: You provided a well-considered rationale for the measures chosen for studying the audit outcomes.</i></p>	
<p>Areas that need improvement and action <i>Example: For the audit design, the description does not provide sufficient detail so that others could reproduce the intervention</i></p>	
TRAINEE TO COMPLETE:	
<p>Trainee reflection and comments <i>Example: Comparison of the audit results was aligned with findings from other publications.</i></p>	
<p>Trainee action plan <i>Example: In future I would understand the fundamental differences between audit and evidence-based research.</i></p>	

This evaluation form does not need to be uploaded to the Training Portfolio System (TPS).

5. Names and Signatures

Name of DSRT (or nominee): _____

Signature: _____

Name of Trainee: _____

Signature: _____