

## CPD handbook appendix 4.1PM

### Multi- source feedback responses (pain medicine practice) collation form

This form is designed to be used by the facilitator acting for the Continuing Professional development (CPD) participant undertaking the collation of all multisource feedback responses. The facilitator collates the feedback of the individual forms on to this summary sheet and provides this de-identified feedback to the specialist pain medicine physician.

As the facilitator, you should confidentially destroy the responses after you have collated this summary document and then provide the document to the CPD participant.

**Facilitator:** \_\_\_\_\_

**Date of form completion:** \_\_\_\_\_

**Name of pain medicine specialist:** \_\_\_\_\_

**Your role:** \_\_\_\_\_

**Number of Multi-source feedback response forms:** \_\_\_\_\_

	Not observed	Never	Sometimes	Usually	Consistently
<b>Patient management:</b> Please enter the total responses from the feedback forms					
Provides effective clinical assessment and plans					
Demonstrates proficient technical/procedural skills (if applicable)					
Provides clear advice and ongoing management plans					
Efficiently manages appointments. Procedure lists and ward commitments					
Works in a calm and considered manner, even in stressful situations					
<b>Comments</b>					
<b>Communication and teamwork:</b> Please enter the total responses from the feedback forms					
Communicates effectively with the patient, and family or carers					
Communicates effectively with colleagues and other health professionals					

	Not observed	Never	Sometimes	Usually	Consistently
Clearly documents assessment and management plans					
Provides relevant and clear information to referring doctors and handover for inpatients					
Recognises and respects the contribution of other team members					
Participates in team aspects of care					
Leads the team when circumstances require					
<b>Comments:</b>					
<b>Advocacy and professional attributes:</b>					
			Please enter the total responses from the feedback forms		
Shows respect for patient privacy and dignity					
Advocates for management options in the best interests of the patient					
Recognises and manages the limits of their experience and expertise					
Recognises and manages conflict					
Acts in an ethical manner					
Shows cultural awareness and sensitivity					
Is punctual and reliable					
Is contactable and responds when needed					
<b>Comments:</b>					

	Not observed	Never	Sometimes	Usually	Consistently
<b>Teaching and learning:</b> Please enter the total responses from the feedback forms					
Actively increases personal knowledge and skills					
Contributes to and facilitates the learning of other team members on appropriate pain management					
Is available for advice and help when needed					
<b>Comments:</b>					
<b>It would be helpful to the team if they:</b>					