



CPD handbook appendix 4.1A

Multi-source feedback responses (anaesthesia 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 anaesthetist.

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 anaesthetist: _____

Your role: _____

Number of multi-source feedback response forms: _____

	Not observed	Never	Sometimes	Usually	Consistently
Patient management: Please enter the total responses from the feedback forms					
Provides effective clinical assessment and plans					
Demonstrates proficient technical/procedural skills					
Provides clear post-anaesthesia care/instructions					
Efficiently manages lists and/or caseload					
Works in a calm and considered manner, even in stressful situations					
Comments:					
Communication and team work: Please enter the total responses from the feedback forms					
Communicates effectively with patients and family or carers					
Communicates effectively with colleagues and other health professionals					
Clearly documents assessment and management plans					

	Not observed	Never	Sometimes	Usually	Consistently
Provides relevant and clear clinical handovers					
Recognises and respects the contribution of other team members					
Participates in team aspects of care					
Leads the team when circumstances require					
Comments:					
Advocacy and professional attributes:					
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 his/her 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 appropriately when needed					
Comments:					

Teaching and learning:					
Please enter the total responses from the feedback form					
	Not observed	Never	Sometimes	Usually	Consistently
Actively increases personal knowledge and skills					
Contributes to and facilitates the learning of other team members					
Is available for advice and help when needed					
Comments:					
It would be helpful to the team if he/she:					