

SuperTIP™

Background

Following feedback from supervisors and registrars the TIP program has been simplified.

Direct Observation and Structured Feedback are being combined into a new SuperTIP™. This will now also include the development of specific learning goals and a teaching plan based on the observation and feedback.

The goal of the SuperTIP™ is to allow for this activity to be completed in a two hour teaching session, with a simplified documentation and claim process. The payment for SuperTIP™ is \$396 inc of GST. A maximum of two SuperTIP™ per registrar per term may be claimed (subject to funding).

Steps for performing SuperTIP™

Step 1: Arrange for a one hour Direct Observation, with the supervisor observing the registrar consulting. A minimum of two consultations should occur during this time, but it could be up to four.

Step 2: The supervisor completes the Direct Observation Summary form while observing the consultations.

Step 3: Following the one hour of direct observation, the supervisor offers Structured Feedback to the registrar based on consultations just seen, and also on their performance in the practice over the previous weeks or months.

Step 4: The registrar offers Structured Feedback to the supervisor on their learning experience within the practice so far.

Step 5: The main discussion points are documented on the Supervisor and Registrar Structured Feedback Summary forms.

Step 6: As a result of these discussions, the specific future learning goals for the registrar are identified and discussed. These can be based on observations from this session or perceived needs from either registrar or supervisor.

Step 7: A minimum of four specific learning goals are identified and documented.

Step 8: A teaching plan is developed based on these learning goals. The objective of the teaching plan is to assist in planning for future teaching sessions between the registrar and supervisor.

Step 9: The teaching plan is documented on the Learning Goals and Teaching Plan Summary.

Step 10: For payment send a copy of the completed summary form along with the SuperTIP™ claim form to North Coast GP Training. (Your registrar should keep a copy of this summary form in their learning planner).

For more copies of this document please head to the supervisor section on our website at <http://www.ncgpt.org.au/content/supervisors>

Direct observation summary

Consultations observed

To be eligible for payment a minimum of two consultations should occur.

Patient #1

Gender:

Age:

Presenting problem:

Observations:

Comments:

Patient #2

Gender:

Age:

Presenting problem:

Observations:

Comments:

Patient #3

Gender:

Age:

Presenting problem:

Observations:

Comments:

Patient #4

Gender:

Age:

Presenting problem:

Observations:

Comments:

Supervisor structured feedback summary

Registrar: _____

Supervisor: _____

Date: ___/___/___

1. Performance clinically

Domain 1: communication skills and the doctor-patient relationship

| | |
|--|--|
| Ability to establish rapport | |
| Non verbal communication skills demonstrated | |
| Appropriate rate/tone and volume of speech | |
| Communicates in appropriate language for the patient and avoids jargon | |
| Appropriate integration of computer with in patient communication | |
| Ability to respond to patients emotions | |
| Ability to comprehend the patient's story/agenda | |
| Ability to listen and summarize the patient's agenda | |
| Ability to communicate management plans with patient | |
| Patient participation in decision making processes | |
| Communication with practise staff | |
| Communication with external people/institutions | |
| Ability to handle conflict | |

General Comments:

Domain 2: applied professional knowledge and skills

| | |
|--|--|
| Adequate knowledge base | |
| Ability to apply theoretical knowledge in clinical setting | |
| Ability to examine the patient appropriately | |
| Recognizing gaps in knowledge and seek assistance when appropriate or demonstrate self directed acquisition of knowledge | |
| Ability to synthesize clinical scenario and create appropriate management plan | |
| Organizes follow up appropriately | |
| Application of evidence based practise/clinical guidelines | |
| Ability to perform office based procedures eg. ECG/spirometry/excisions/PAPs | |
| Ability to manage ambiguous problems/tolerate uncertainty | |

General Comments:

Domain 3: population health and the context of the general practice

| | |
|---|--|
| Application of appropriate population screening | |
| Recognition of diseases in high risk populations | |
| Immunization: identification and communication | |
| Communicable disease prevention: identification and communication | |
| Appropriate use of recall systems | |
| Able to appropriately communicate behavioural modification | |

General Comments:

Domain 4: professional and ethical role

| | |
|---|--|
| Professional demeanour | |
| Awareness of own cultural and belief systems and their effect on clinical practise | |
| Willingness to acknowledge and correct errors | |
| Demonstration of appropriate management of issues relating to consent | |
| Demonstration of appropriate management of issues relating to confidentiality | |
| Demonstration of appropriate management of issues relating to boundaries | |
| Observation of one's own thinking and emotions how this may influence clinical judgment | |
| Appropriate drug prescription practise | |
| Appropriate billing with in medicare schedule | |
| Demonstrate an ability to act on feedback | |

General Comments:

Domain 5: organisational and legal dimensions

| | |
|---|--|
| Appropriate clinical records documentation | |
| Able to structure the clinical consultation appropriately | |
| Adequate time management skills | |
| Understanding legal implications of certain documents: driver's licence/work medicals etc | |
| Adequate typing skills | |
| Appropriate use of medical software | |
| Effective use of patient handouts and internet resources | |

General Comments:

2. Areas where the supervisor has observed learning / improvement in performance

| What was noticed | How was it noticed |
|------------------|--------------------|
| | |

3. Supervisor's impression of registrar's overall performance as a learner

| Strengths | Suggestions for improvement |
|-----------|-----------------------------|
| | |

Other comments:

Thank you for your efforts as a GP working in this practice:

Supervisor's signature _____

Date: ___/___/___

Thank you for taking the time to provide this feedback:

Registrar's signature _____

Date: ___/___/___

Registrar structured feedback summary

Registrar: _____

Supervisor: _____

Date: ___/___/___

1. Positive learning opportunities and experiences in this practice (please list)

2. How could the learning opportunities in this practice be improved?

Thank you for the learning opportunities provided by this practice:

Registrar's signature _____

Date: ___/___/___

Thank you for your feedback:

Supervisor's signature _____

Date: ___/___/___

Learning goals and teaching plan summary

Registrar: _____

Supervisor: _____

Date: ___/___/___

| Learning Goal (be as specific as possible) | Planned teaching for that goal (what, who, when) |
|--|--|
| 1. | |
| 2. | |
| 3. | |
| 4. | |