

Preparing for a practice visit



The Royal New Zealand
College of General Practitioners
Te Whare Tohu Rata o Aotearoa

▶ What is your understanding of the responsibilities involved with taking on the clinical and educational supervision of the trainee(s) in your practice?

▶ How will trainees be able to access assistance during their attachment, including during after-hours work?

▶ How will supervision and support be provided when you are absent from the practice?

▶ What mentoring style and skills do you have?

▶ How will you ensure your trainee(s) are provided training in the principles of the Treaty of Waitangi?

▶ How will you:

- appraise a trainee's competency to work with patients and the level of supervision they require?
 - assist a trainee to identify their learning needs and educational objectives and develop their learning plan?
 - provide trainees with regular observation and analysis of their consultations?
 - aid trainees to ensure they complete their formative activities?
 - provide regular, constructive, and specific feedback to your trainee(s)?
 - appraise a trainee's performance and assist them to analyse their own performance?
 - recognise and provide additional support to a poorly performing trainee?
 - assist your trainee(s) in preparing for professional examinations?
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▶ What is your teaching style?

▶ What understanding do you have of the following teaching activities, the situations in which they are best utilised, and how they fit into your teaching style:

- Case review
 - Random case analysis
 - Videotaping
 - Role-play
 - Observing consultations
 - Other methods.
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- ▶ How do you keep up-to-date with educational resources? How do you use them in your teaching?

 - ▶ How will you ensure structured and unstructured teaching is monitored against the trainees' learning plans and needs?

 - ▶ How will you engage more experienced trainees in the supervision and mentoring of junior trainees?

 - ▶ What is your understanding of health equity and how will you share this knowledge with your trainee(s)?

 - ▶ How will you structure your time and workload to ensure it is compatible with your teaching commitment, including: providing trainees with 'corridor teaching/support', observing trainee consultations, providing group and one-on-one feedback to formative assessments, and allowing time to reflect on your supervision techniques?

 - ▶ Are you familiar with, and how will you base your teaching on, the RNZCGP curriculum for general practice?
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