

Junior Medical Officer Training – Mid-Term Appraisal Form

JMO details

JMO Surname:

JMO First Name:

AHPRA registration no.

PGY 1 2

Term details

From (dd/mm/yyyy):

To (dd/mm/yyyy):

Term name:

Term number:

Organisation and Department / Unit where term undertaken:

About this form

The purpose of this form is to provide feedback to the JMO on their performance and to support the decision about satisfactory completion of internship and prevocational training.

The form is to be completed by the term supervisor and by the JMO (for self-assessment) at the mid-point of the term.

*This form **has not been designed** for recruitment purposes and should not be used for such purposes.*

Instructions for JMOs

Complete this form during appraisal meetings and discuss it with your supervisor at those meetings. Consider your strengths and areas where you could benefit from additional experience.

Instructions for supervisors

Complete and discuss the form with the JMO. Consider the JMO's self-assessment and the observations of others in the discussion. The supervisor should:

- Assign a rating for JMO performance against each outcome statement. Note: assigning a rating of 2 or 4 indicates that the performance falls between the descriptions provided.
- Include observations from multiple sources, (e.g. other medical practitioners, nurses, other health professionals, patients, etc.).
- Use the 'Not observed' option where appropriate and note this for further action.
- Complete an Improving Performance Action Plan (IPAP) when a JMO requires remediation or additional support (e.g. when the JMO is assigned ratings of 1 or 2 for one or more items).

Relevant documents

The AMC document *Intern training – Assessing and certifying completion*¹ will assist in completing this form. The form aligns with the Australian Medical Council and Medical Board of Australia's *Intern training – Intern outcome statements*², *Good Medical Practice: A Code of Conduct for Doctors* and the *Australian Curriculum Framework for Junior Doctors (ACFJD)*.

JMO name: _____

Term number: _____

Domain 1: Science and scholarship – The JMO as scientist and scholar

1.1 Knowledge: Consolidate, expand and apply knowledge of the aetiology, pathology, clinical features, natural history and prognosis of common and important presentations at all stages of life.

JMO Rating	Supervisor Rating	Description	Not observed <input type="checkbox"/>
5 <input type="checkbox"/>	5 <input type="checkbox"/>	Applies extensive knowledge to patient care.	
4 <input type="checkbox"/>	4 <input type="checkbox"/>		
3 <input type="checkbox"/>	3 <input type="checkbox"/>	Applies sound knowledge to patient care.	
2 <input type="checkbox"/>	2 <input type="checkbox"/>		
1 <input type="checkbox"/>	1 <input type="checkbox"/>	Demonstrates inadequate knowledge.	

JMO and/or Supervisor Comments on Domain 1

Domain 2: Clinical practice – The JMO as practitioner

2.1 Patient safety: Place the needs and safety of patients at the centre of the care process. Demonstrate safety skills including effective clinical handover, graded assertiveness, delegation and escalation, infection control, and adverse event reporting.

JMO Rating	Supervisor Rating	Description	Not observed <input type="checkbox"/>
5 <input type="checkbox"/>	5 <input type="checkbox"/>	Demonstrates all aspects of safe patient care.	
4 <input type="checkbox"/>	4 <input type="checkbox"/>		
3 <input type="checkbox"/>	3 <input type="checkbox"/>	Demonstrates most aspects of safe patient care.	
2 <input type="checkbox"/>	2 <input type="checkbox"/>		
1 <input type="checkbox"/>	1 <input type="checkbox"/>	Demonstrates unsafe patient care.	

2.2 Communication: Communicate clearly, sensitively and effectively with patients, their family/carers, doctors and other health professionals.

JMO Rating	Supervisor Rating	Description	Not observed <input type="checkbox"/>
5 <input type="checkbox"/>	5 <input type="checkbox"/>	Communicates effectively in routine and difficult situations.	
4 <input type="checkbox"/>	4 <input type="checkbox"/>		
3 <input type="checkbox"/>	3 <input type="checkbox"/>	Communicates effectively in routine situations.	
2 <input type="checkbox"/>	2 <input type="checkbox"/>		
1 <input type="checkbox"/>	1 <input type="checkbox"/>	Does not communicate effectively.	

2.3 Patient assessment: Perform and document a patient assessment - incorporating a problem focused medical history with a relevant physical examination and generate a valid differential diagnosis.

JMO Rating	Supervisor Rating	Description	Not observed <input type="checkbox"/>
5 <input type="checkbox"/>	5 <input type="checkbox"/>	Performs and documents focused patient assessments for routine and complex patients.	
4 <input type="checkbox"/>	4 <input type="checkbox"/>		
3 <input type="checkbox"/>	3 <input type="checkbox"/>	Performs and documents focused patient assessments for routine patients.	
2 <input type="checkbox"/>	2 <input type="checkbox"/>		
1 <input type="checkbox"/>	1 <input type="checkbox"/>	Performs unfocused or incomplete patient assessments and/or documentation.	

2.4 Investigations: Arrange common, relevant and cost-effective investigations, and interpret their results accurately.

JMO Rating	Supervisor Rating	Description	Not observed <input type="checkbox"/>
5 <input type="checkbox"/>	5 <input type="checkbox"/>	Identifies and arranges appropriate investigations and interprets investigations accurately	
4 <input type="checkbox"/>	4 <input type="checkbox"/>		
3 <input type="checkbox"/>	3 <input type="checkbox"/>	Arranges appropriate investigations and requires some guidance on interpretation.	
2 <input type="checkbox"/>	2 <input type="checkbox"/>		
1 <input type="checkbox"/>	1 <input type="checkbox"/>	Arranges inappropriate investigations and/or interprets incorrectly.	

JMO name:

Term number:

Domain 2: Clinical practice – The JMO as practitioner (continued)

2.5 Procedures: Safely perform a range of common procedural skills required for work as an JMO.

JMO Rating	Supervisor Rating	Description	Not observed <input type="checkbox"/>
5 <input type="checkbox"/>	5 <input type="checkbox"/>	Performs procedures with a high degree of technical proficiency and sensitivity towards patients.	
4 <input type="checkbox"/>	4 <input type="checkbox"/>		
3 <input type="checkbox"/>	3 <input type="checkbox"/>	Performs most common procedures in a technically safe and effective manner on routine patients.	
2 <input type="checkbox"/>	2 <input type="checkbox"/>		
1 <input type="checkbox"/>	1 <input type="checkbox"/>	Performs common procedures with limited technical proficiency and sensitivity to patients.	

2.6 Patient management: Make evidence-based management decisions in conjunction with patients and others in the healthcare team.

JMO Rating	Supervisor Rating	Description	Not observed <input type="checkbox"/>
5 <input type="checkbox"/>	5 <input type="checkbox"/>	Applies evidence, protocols and guidelines to manage routine and complex patients.	
4 <input type="checkbox"/>	4 <input type="checkbox"/>		
3 <input type="checkbox"/>	3 <input type="checkbox"/>	Applies evidence, protocols and guidelines to manage routine patients.	
2 <input type="checkbox"/>	2 <input type="checkbox"/>		
1 <input type="checkbox"/>	1 <input type="checkbox"/>	Does not apply evidence, protocols and guidelines in patient management.	

2.7 Prescribing: Prescribe medications safely, effectively and economically, including fluid, electrolytes, blood products and selected inhalational agents.

JMO Rating	Supervisor Rating	Description	Not observed <input type="checkbox"/>
5 <input type="checkbox"/>	5 <input type="checkbox"/>	Consistently prescribes and initiates therapy safely and adheres to all relevant protocols.	
4 <input type="checkbox"/>	4 <input type="checkbox"/>		
3 <input type="checkbox"/>	3 <input type="checkbox"/>	Prescribes safely and adheres to relevant protocols in most situations and seeks assistance when needed.	
2 <input type="checkbox"/>	2 <input type="checkbox"/>		
1 <input type="checkbox"/>	1 <input type="checkbox"/>	Makes frequent prescribing errors.	

2.8 Emergency care: Recognise and assess deteriorating and critically unwell patients who require immediate care. Perform basic emergency and life support procedures, including caring for the unconscious patient and performing cardiopulmonary resuscitation.

JMO Rating	Supervisor Rating	Description	Not observed <input type="checkbox"/>
5 <input type="checkbox"/>	5 <input type="checkbox"/>	Identifies deteriorating or critically unwell patients, initiates management, actively anticipates a additional requirements and seeks appropriate assistance.	
4 <input type="checkbox"/>	4 <input type="checkbox"/>		
3 <input type="checkbox"/>	3 <input type="checkbox"/>	Identifies deteriorating or critically unwell patients, initiates basic management and seeks appropriate assistance.	
2 <input type="checkbox"/>	2 <input type="checkbox"/>		
1 <input type="checkbox"/>	1 <input type="checkbox"/>	Does not identify deteriorating or critically unwell patients or cannot initiate basic management correctly or does not seek appropriate assistance.	

2.9 Information management: Retrieve, interpret and record information effectively in clinical data systems (both paper and electronic).

JMO Rating	Supervisor Rating	Description	Not observed <input type="checkbox"/>
5 <input type="checkbox"/>	5 <input type="checkbox"/>	Is diligent, timely and accurate in the use and recording of all information in clinical data systems.	
4 <input type="checkbox"/>	4 <input type="checkbox"/>		
3 <input type="checkbox"/>	3 <input type="checkbox"/>	Is consistent in recording information in clinical data systems with appropriate levels of detail and timeliness.	
2 <input type="checkbox"/>	2 <input type="checkbox"/>		
1 <input type="checkbox"/>	1 <input type="checkbox"/>	Does not record information in clinical data systems in an effective or timely manner.	

JMO and/or Supervisor Comments on Domain 2

JMO name:

Term number:

Domain 3 – Health and society – The JMO as a health advocate

3.1 Population health: Apply knowledge of population health, including issues relating to health inequities and inequalities; diversity of cultural, spiritual and community values; and socio-economic and physical environment factors.

JMO Rating	Supervisor Rating	Description	Not observed <input type="checkbox"/>
5 <input type="checkbox"/>	5 <input type="checkbox"/>	Advocates effectively for the health needs of different patient groups in patient care.	
4 <input type="checkbox"/>	4 <input type="checkbox"/>		
3 <input type="checkbox"/>	3 <input type="checkbox"/>	Considers the health needs of different patient groups in patient care.	
2 <input type="checkbox"/>	2 <input type="checkbox"/>		
1 <input type="checkbox"/>	1 <input type="checkbox"/>	Does not recognise the health needs of different patient groups in patient care.	

3.3 Comorbidities: Demonstrate ability to screen patients for common diseases, provide care for common chronic conditions, and effectively discuss healthcare behaviours with patients.

JMO Rating	Supervisor Rating	Description	Not observed <input type="checkbox"/>
5 <input type="checkbox"/>	5 <input type="checkbox"/>	Identifies all comorbidities and initiates appropriate management.	
4 <input type="checkbox"/>	4 <input type="checkbox"/>		
3 <input type="checkbox"/>	3 <input type="checkbox"/>	Identifies common comorbidities and initiates satisfactory management.	
2 <input type="checkbox"/>	2 <input type="checkbox"/>		
1 <input type="checkbox"/>	1 <input type="checkbox"/>	Disregards the potential for comorbidities and/or is unable to initiate management.	

3.2 Aboriginal and Torres Strait Islander health: Apply knowledge of the culture, spirituality and relationship to land of Aboriginal and Torres Strait Islander peoples, to clinical practice and advocacy.

JMO Rating	Supervisor Rating	Description	Not observed <input type="checkbox"/>
5 <input type="checkbox"/>	5 <input type="checkbox"/>	Practises and advocates cultural safety for Aboriginal and Torres Strait Islander peoples.	
4 <input type="checkbox"/>	4 <input type="checkbox"/>		
3 <input type="checkbox"/>	3 <input type="checkbox"/>	Practises cultural safety for Aboriginal and Torres Strait Islander peoples.	
2 <input type="checkbox"/>	2 <input type="checkbox"/>		
1 <input type="checkbox"/>	1 <input type="checkbox"/>	Disregards cultural safety for Aboriginal and Torres Strait Islander peoples.	

3.4 Quality assurance: Participate in quality assurance, quality improvement, risk management processes, and incident reporting.

JMO Rating	Supervisor Rating	Description	Not observed <input type="checkbox"/>
5 <input type="checkbox"/>	5 <input type="checkbox"/>	Advocates for and actively participates in quality improvement activities and incident reporting.	
4 <input type="checkbox"/>	4 <input type="checkbox"/>		
3 <input type="checkbox"/>	3 <input type="checkbox"/>	Participates in quality improvement activities and incident reporting.	
2 <input type="checkbox"/>	2 <input type="checkbox"/>		
1 <input type="checkbox"/>	1 <input type="checkbox"/>	Does not participate in quality improvement activities and fails to report incidents.	

JMO and/or Supervisor Comments on Domain 3

Domain 4 – Professionalism and leadership – The JMO as a professional and leader

4.1 Professionalism: Provide care to all patients in accordance with *Good Medical Practice: A Code of Conduct for Doctors in Australia*, and demonstrate ethical behaviours and professional values including integrity, compassion, empathy and respect for all patients, society and the profession.

JMO Rating	Supervisor Rating	Description	Not observed <input type="checkbox"/>
5 <input type="checkbox"/>	5 <input type="checkbox"/>	Behaves in a highly professional manner and is a role model for others.	
4 <input type="checkbox"/>	4 <input type="checkbox"/>		
3 <input type="checkbox"/>	3 <input type="checkbox"/>	Behaves in a professional manner and occasionally needs assistance when under stress.	
2 <input type="checkbox"/>	2 <input type="checkbox"/>		
1 <input type="checkbox"/>	1 <input type="checkbox"/>	Behaves in a manner that demonstrates disregard for professional standards.	

JMO name:

Term number:

Domain 4 – Professionalism and leadership – The JMO as a professional and leader (continued)

4.2 Self-management: Optimise their personal health and wellbeing, including responding to fatigue, managing stress and adhering to infection control to mitigate health risks of professional practice.

JMO Rating	Supervisor Rating	Description	Not observed <input type="checkbox"/>
5 <input type="checkbox"/>	5 <input type="checkbox"/>	Manages the impact of work on personal health and wellbeing and actively supports others.	
4 <input type="checkbox"/>	4 <input type="checkbox"/>		
3 <input type="checkbox"/>	3 <input type="checkbox"/>	Manages the impact of work on personal health and wellbeing.	
2 <input type="checkbox"/>	2 <input type="checkbox"/>		
1 <input type="checkbox"/>	1 <input type="checkbox"/>	Demonstrates impaired professional performance or other evidence of poor self-care.	

4.3 Self-education: Self-evaluate their professional practice, demonstrate lifelong learning behaviours, and participate in educating colleagues.

JMO Rating	Supervisor Rating	Description	Not observed <input type="checkbox"/>
5 <input type="checkbox"/>	5 <input type="checkbox"/>	Demonstrates reflective practice and seeks opportunities for on-the-job learning and teaching of others.	
4 <input type="checkbox"/>	4 <input type="checkbox"/>		
3 <input type="checkbox"/>	3 <input type="checkbox"/>	Is able to self-evaluate and articulate personal learning goals.	
2 <input type="checkbox"/>	2 <input type="checkbox"/>		
1 <input type="checkbox"/>	1 <input type="checkbox"/>	Lacks insight into learning needs and does not seek or act on feedback.	

4.4 Clinical responsibility: Take increasing responsibility for patient care while recognising the limits of their own expertise and involving other professionals as needed to contribute to patient care.

JMO Rating	Supervisor Rating	Description	Not observed <input type="checkbox"/>
5 <input type="checkbox"/>	5 <input type="checkbox"/>	Demonstrates sound judgement and accountability that enables greater responsibility and autonomy.	
4 <input type="checkbox"/>	4 <input type="checkbox"/>		
3 <input type="checkbox"/>	3 <input type="checkbox"/>	Demonstrates initiative and takes responsibility within the limits of expertise.	
2 <input type="checkbox"/>	2 <input type="checkbox"/>		
1 <input type="checkbox"/>	1 <input type="checkbox"/>	Lacks insight into limitations and requires continued close supervision.	

4.5 Teamwork: Respect the roles and expertise of other healthcare professionals, learn and work effectively as a member or leader of an inter-professional team, and make appropriate referrals.

JMO Rating	Supervisor Rating	Description	Not observed <input type="checkbox"/>
5 <input type="checkbox"/>	5 <input type="checkbox"/>	Works effectively as a member or leader of the inter-professional team and positively influences team dynamics.	
4 <input type="checkbox"/>	4 <input type="checkbox"/>		
3 <input type="checkbox"/>	3 <input type="checkbox"/>	Works effectively as part of the inter-professional team.	
2 <input type="checkbox"/>	2 <input type="checkbox"/>		
1 <input type="checkbox"/>	1 <input type="checkbox"/>	Works in a way that disrupts effective functioning of the inter-professional team.	

4.6 Time management: Effectively manage time and workload demands, be punctual and show ability to prioritise workload to manage patient outcomes and health service functions.

JMO Rating	Supervisor Rating	Description	Not observed <input type="checkbox"/>
5 <input type="checkbox"/>	5 <input type="checkbox"/>	Effective management and high work output without undue personal stress.	
4 <input type="checkbox"/>	4 <input type="checkbox"/>		
3 <input type="checkbox"/>	3 <input type="checkbox"/>	Effective management and prioritisation of most tasks and may need assistance during very busy times.	
2 <input type="checkbox"/>	2 <input type="checkbox"/>		
1 <input type="checkbox"/>	1 <input type="checkbox"/>	Unable to manage and prioritise tasks in a timely manner resulting in task build-up.	

JMO and/or Supervisor Comments on Domain 4

JMO name:

Term number:

Does an Improving Performance Action Plan (IPAP) need to be completed?

Yes No

Please refer to the instructions on page 1. An Improving Performance Action Plan (IPAP) template⁴ is available on the HETI website.

Please comment on the following:

Strengths

Areas for improvement

Supervisor

Name (print clearly)

Signature

Position

Date

<input type="text"/>					
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Day Month Year

Junior Medical Officer

I (insert name) _____

confirm that I have discussed the above report with my assessor and know that if I disagree with any points I may respond in writing to the DPET within 14 days.

Signature

Date

<input type="text"/>					
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Day Month Year

Director of Prevocational Education and Training (DPET)

Name (print clearly)

Signature

Date

<input type="text"/>					
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Day Month Year

DPET comments

Return of form

Please forward to (contact person, department):

Relevant documents

Relevant documents are available on the links below:

¹ Intern training – Assessing and certifying completion

² Intern training – Intern outcome statements

³ *Good Medical Practice: A Code of Conduct for Doctors in Australia*

⁴ Improving Performance Action Plan (IPAP) template

JMO name:

Term number: