**RETURN TO TRAINING DISCUSSION FORM**

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| Meeting attended by: | |  | | Date: | | Clinical  Supervisor | |  |
| Educational Supervisor | |  |
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| Clinical Setting |  | Ward Work |  | GP Surgery |  | Theatres |  | |
| On-call/ Emergency |  | MDT |  | Community Care |  | Other |  | |
| Working Pattern: | | LTFT | | Full Time | | Phased Return | | |
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| Please insert a brief summary of the session: | | |
| **RETURN** Domains | Possible Area(s) for Review | Details of points discussed |
| Roles and responsibilities | Patient safety, self-awareness, Induction, Integrity, probity, health, problem solving, team working, clinical skills, providing good care, knowledge, attitudes |  |
| Enabling improvement | Clinical governance, feedback, practice/work environment, retraining, service improvements, situational awareness, stress reduction, special arrangements |  |
| Team working | Interactions, conduct and performance of colleagues, team working, conflict resolution, respect, personality, relationships, self-management, external factors |  |
| Uncertainty, management of ….. | Dealing with incompetence, unkindness, ambiguous information, decision making, risk management of patients judgement, supporting others, implementing practices/guidelines |  |
| Reflection | Evidence of reflection, learning and adjusting behaviours, revisiting and challenging assumptions, dogma, misinformation, professionalism |  |
| Next time | Action plan, areas to focus on, areas to build up, areas to revisit, new or added roles, areas to concentrate, areas to improve |  |

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| Areas of positive achievement prior to taking time off? | Action Plan for supporting retrun | |
| Return to training areas that may be useful to explore are supported by GMC good practice.  Patients must be able to trust doctors with their lives and health. To justify that trust a doctors must show respect for human life, making care of the patient the first concern. It may be a challenge, after a period of work, to:  To provide a good standard of practice and care  Keep professional knowledge and skills up to date  Recognise and work within the limits of ones competence  Work with colleagues in the ways that best serve patients' interests  Treat patients as individuals and respect their dignity  Treat patients politely and considerately  Respect patients' right to confidentiality  Work in partnership with patients  Listen to patients and respond to their concerns and preferences  Give patients the information they want or need in a way they can understand Respect patients' right to reach decisions with you about their treatment/care Support patients in caring for themselves to improve and maintain their health  Be honest and open and act with integrity  Act without delay if you have good reason to believe that you or a colleague may be putting patients at risk  Never discriminate unfairly against patients or colleagues  Never abuse patients' trust in oneself or the public's trust in the profession  A doctor is personally accountable for his/her professional practice and must always be prepared to justify decisions and actions taken | | |
| *The table below highlights 4 areas that the RETURN tool domains are linked. Not all areas need to be explored. The aim is to pick out one or two areas most relevant to the individual returning to work. The tool can be used to offer support feedback and when repeated show continuing evidence of support and hopefully successful return to work* | | |
| 1 Providing good clinical care/ Relationships with patients  Issues in the clinical environment regarding:   * Clinical performance and decision making * Awareness of own performance limitations * Requesting senior help when appropriate/necessary * Professional working practices * Doctor/patient relationship * Patient safety * Equality in patient care | | 2 Maintaining good medical practice/Teaching and training, appraising  Issues regarding training including:   * Participating and engaging in training programmes * Effective and appropriate supervision * Trainer/trainee relationship * Capability at appropriate level * Problems with the training environment * Career decisions |
| 3 Working with colleagues   * Effective communication with colleagues * Respect for others’ liability | | 4Personal   * Probity * Health * Attitude, behaviour and professional conduct * Emotional issues * Employment issues * Cultural acclimatisation * Family issues |