

## **SECTION 14: OVERVIEW OF PLACEMENT FEEDBACK FORMS FOR SUPERVISORS AND TRAINEES**

This section gives an overview of the forms used by trainees and supervisors at various points in the placement cycle. All these forms are downloadable from the Course website.

### **“UCL DClInPsy MPR-EPR form”**

This form is used by both supervisors and trainees to monitor progress and quality of the placement. The form is used initially at MPR and is then updated at the point of EPR.

At MPR:

- Trainees complete Parts A and C
- Supervisors complete Part B and D. If the placement is shared between two supervisors, they complete these parts jointly indicating whose comments are whose.

At EPR:

- Trainees update Parts A and C
- Supervisors update Parts B, D and complete Part E. If the placement is shared between two supervisors, they complete these parts jointly indicating whose comments are whose.

Please note, there are two versions of this form:

- “UCL DClInPsy MPR-EPR form for a 6 month placement”: to be used on 6-month placements
- “UCL DClInPsy MPR-EPR form for a yearlong placement”: to be used on yearlong placements

### **“UCL DClInPsy Trainee progression concerns form”**

If serious concerns about trainee progress emerge at the Mid-Placement Review (or indeed at other points in the placement cycle) the MPR visitor and supervisor will document these in the MPR-EPR Form. However, the supervisor also needs to formally signal their concerns to the Course using this one-page form.

### **“UCL DClInPsy Trainee comments on supervisor feedback at EPR form”**

Trainees cannot request any revision or redrafting of the supervisor’s feedback in the MPR-EPR form as the supervisor’s feedback represents an independent, formal evaluation of their progress. Trainees can however comment on the content of the supervisor’s feedback at EPR using this form, although this is not mandatory.

### **“UCL DClInPsy form for interim feedback from supervisors of third year trainees in their final placement”**

The main Examination Board (at which final decisions about passing or failing are made) meets in early September, slightly ahead of the point at which trainees complete the course (which is at the end of September). The Board needs a formal indication of trainee progress on placement, but at this point the MPR-EPR form will not have been completed. To resolve this, the ‘interim’ form is a one-page form which simply asks supervisors to indicate whether the trainee is expected to pass the placement.