

## The agreed personal development plan ?

The personal development plan is a record of the agreed personal and/or professional development needs to be pursued throughout the following year, as agreed in the appraisal discussion between the doctor and the appraiser.

Learning / development needs	Agreed action or goal	Date this will be achieved by	How will you be able to demonstrate that your need has been addressed	Add Row
UK National Flap Registry Lead	Review and supervision; collaboration with other national registry programmes	Autumn 2018	Audit and outcome reviews; preparation for publications / presentations	-
FRCS(Plast) examiner for JCIE (UK) and EBOPRAS (Europe)	Exam attendance; peer discussion	Autumn 2018	Attendance records	-
Selection of appropriate CME opportunities	Supporting clinical and examiner roles	Autumn 2018	Attendance records; teaching and supervisory roles at QVH	-
PRASIS Board Exec Chair	Develop and fulfill role	Autumn 2018	Board support; reflective experience	-
				+

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## Summary of the appraisal discussion ?

The appraiser must record here a concise summary of the appraisal discussion, which should be agreed with the doctor, prior to both parties signing off the document.

Summaries should be recorded in accordance with the four domains of Good Medical Practice. The appraiser should be aware of the attributes within each of the domains and ensure that this, and future appraisals, are in accordance with Good Medical Practice.

### Domain 1: Knowledge, skills and performance ?

High level clinical performance with a complex multi-site timetable. Has worked hard to evolve successful portfolio including clinical, educational and business strands. Clear and consistent decision making skills earning peer respect.

### Domain 2: Safety and quality ?

Compliant with Trust operating theatre practices. Consistent clinical performance, open to performance and outcome reviews.

### Domain 3: Communication, partnership and teamwork ?

Clear and constructive communication with multi-disciplinary team members and patients. Sets and expects high professional standards.

### Domain 4: Maintaining trust ?

Maintains trust with staff and patients through consistent practice; leads by example.

### General summary ?

Despite recent health concerns has maintained a stable and successful portfolio of practice this year; has made some adjustments to work load to reflect circumstances. Respected by colleagues and patients for her drive and commitment.



## Appraisal outputs

The **appraiser** makes the following statements to the responsible officer:

1. \* An appraisal has taken place that reflects the whole of the doctor's scope of work and addresses the principles and values set out in Good Medical Practice. ☒ Agree ☐ Disagree
2. \* Appropriate supporting information has been presented in accordance with the Good Medical Practice Framework for appraisal and revalidation and this reflects the nature and scope of the doctor's work. ☒ Agree ☐ Disagree
3. \* A review that demonstrates progress against last year's personal development plan has taken place. ☒ Agree ☐ Disagree
4. \* An agreement has been reached with the doctor about a new personal development plan and any associated actions for the coming year. ☒ Agree ☐ Disagree
5. \* No information has been presented or discussed in the appraisal that raises a concern about the doctor's fitness to practise. ☒ Agree ☐ Disagree

The **appraiser** should record any comments that will assist the responsible officer to understand the reasons for the statements that have been made.

The **appraiser** should record any other issues that the responsible officer should be aware of that may be relevant to the revalidation recommendation.

The **doctor** may use this space to respond to the above comments made by the appraiser. The responsible officer will review comments made in this space.

Both the doctor and the appraiser are asked to read the following statements and sign below to confirm their acceptance:

"I confirm that the information presented within this submission is an accurate record of the documentation provided and used in the appraisal."

"I understand that I must protect patients from risk of harm posed by another colleague's conduct, performance or health. The safety of patients must come first at all times. If I have concerns that a colleague may not be fit to practise, I am aware that I must take appropriate steps without delay, so that the concerns are investigated and patients protected where necessary."



***Continued from previous page...***

☒ Doctor - please tick here to confirm this

Full name of doctor  
accepting the declaration  
above

Anita Hazari

Doctor GMC number

4277037

☒ Appraiser - please tick here to confirm this

Full name of appraiser  
accepting the declaration  
above

Dr Kenneth Sim

\* Appraiser GMC number

2556527

Date of appraisal meeting

27/11/2017

Once this document is completed and ready for submission, the appraiser should save a final version.

Please click here to perform a final save on this completed file:

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