

Aeromedical Appraisal Feedback Questionnaire 2017

Thank you for completing the following questionnaire. Can you please send it to your Appraisal Lead: Dr Peter Munro - e-mail: talisker.lodge@btinternet.com along with a copy of your Appraisal Form 4 for this year. This will inform his opinion of the quality of the appraisal process, on which feedback to your appraiser will be based. All feedback will be collated so that it is anonymous before being fed back to the appraiser.

If you have a serious concern about the conduct of your appraisal, do not use this form. Please contact the Suitable Person directly, and without delay. Any significant issue should be dealt with as it arises.

AME Appraisal feedback questionnaire						
Name of Suitable Person	Dr Bruce Alexander					
Name of doctor						
Name of medical appraiser						
Date of appraisal discussion						
How long did it take you to prepare for your appraisal?	Hours					
Duration of appraisal discussion	Hours					
Was the protected time sufficient?						
Was the venue of your choice, private and professional?						
Comments						

<u>The administration of the appraisal process</u>	
Are your appraisal processes satisfactory?	Yes/No
Did you have access to all necessary forms and materials for your appraisal?	Yes/No
Was all necessary clinical governance information about you available?	Yes/No
Did the administrative support meet your needs?	Yes/No
Any comments about the administration of your appraisal process	

<u>The Appraiser</u> <i>(Please give your appraiser feedback for their personal development)</i>	Poor	Borderline	Satisfactory	Good	Very good
Please rate your appraiser's skills in...	1	2	3	4	5
Establishing rapport					
Demonstrating their preparation for your appraisal					
Listening to you and giving you time to talk					
Giving constructive, helpful feedback					
Supporting you					
Challenging you					
Helping you to review your practice					
Helping you to identify gaps and improve your portfolio of supporting information for revalidation					
Helping you to review your progress against your last personal development plan (PDP)					
Helping you to produce a new PDP that reflects your development needs					
Managing the appraisal process and paperwork					
Would you be happy to have the same appraiser again?		Comments			
Any other comments about your appraiser					

The appraisal overall	
Was the appraisal useful overall for... (circle the number that applies)	
Your personal development?	(No) 1 2 3 4 5 (Very)
Your professional development?	(No) 1 2 3 4 5 (Very)
Your preparation for revalidation?	(No) 1 2 3 4 5 (Very)
Promoting quality improvements in your practice?	(No) 1 2 3 4 5 (Very)
Improving patient care? <i>(where applicable)</i>	(No) 1 2 3 4 5 (Very)
Any other comments about your appraisal overall	