

# SupportTT HEE South-West – Fact sheet for Educational Supervisors

*A guide to help you to support post-graduate doctors returning to training*



## Post-return meeting

### The meeting

- After the period of enhanced supervision
- Held by new Educational Supervisor
- Set aside 30-60 minutes, in a relaxed but confidential space (either virtual or face-to-face)
- Review the trainee's progress since returning
- Once satisfied with progress, the trainee can be signed off to resume usual clinical duties
- Signpost to available resources (<https://www.severndeanery.nhs.uk/about-us/supporttt-2/>)

### Discussion points

- Clinical skills and knowledge
- Trainee's confidence
- Review e-portfolio including any Work-place Based Assessments completed
- Does period of enhanced supervision need extending? Notify the SupportTT champion and TPD if this is required
- Any coaching or mentoring required? Refer to PSW
- Signpost to return to training courses, activities and resources

### The SupportTT plan

- Access and review the Pre-return planning form from the HEE-SW SupportTT website <https://healtheducationyh.onlinesurveys.ac.uk/sw-post-return-review-form-161120>
- Complete the form at the end of the meeting after the discussion
- Summarise important discussion points being mindful of the documentation of sensitive issues
- Download completed form and email to trainee
- Trainee to upload form to their portfolio and email a copy to their ES and SupportTT champion