

**Multi Professional Preceptorship**

**(6 Month Review/PDR)**

Preceptee……………………………………………………….

Designation……………………………………………………

Preceptor …………………………………..………………….

Designation……………………………………………...……..

Work Address...…………………………………………………

|  |  |  |
| --- | --- | --- |
| RDaSH Competency  | Evidence Provided  | Completion Date  |
| 1. Meeting the Needs of Our Patients/Service Users  |   |   |
| 2. Managing our Performance  |   |   |
| 3. Communicating and Influencing  |   |   |
| 4. Business Thinking  |   |   |
| 5. Supporting Each Other  |   |   |
| 6. Shaping our Future  |   |   |
| 7. Learning and Improving  |   |   |

The above named Preceptee has provided sufficient evidence to demonstrate that they have met the relevant RDaSH Competencies at the relevant Competency Level for their job role at their 6 month review date.

Preceptor’s Signature……………………………………………

Date of completion……………………………………………....

The preceptee's manager must inform their local self-serve administrator to input this completion activity onto the preceptees compliance matrix. Preceptees, managers should keep a copy for their own continued professional development records as well as a copy within their file at their place of work, as this evidence could be screened by an inspecting regulatory body and could  be requested for  example, audit purposes,  supervision, annual appraisal, performance management.



**Multi-Professional Preceptorship – Exit Proforma**

**(12 Months/ PDR)**

Preceptee……………………………………………………….

Designation……………………………………………………

Preceptor …………………………………..………………….

Designation……………………………………………...……..

Work Address...…………………………………………………

|  |  |  |
| --- | --- | --- |
| RDaSH Competency  | Evidence Provided  | Completion Date  |
| 1. Meeting the Needs of Our Patients/Service Users  |   |   |
| 2. Managing our Performance  |   |   |
| 3. Communicating and Influencing  |   |   |
| 4. Business Thinking  |   |   |
| 5. Supporting Each Other  |   |   |
| 6. Shaping our Future  |   |   |
| 7. Learning and Improving  |   |   |

The above named Preceptee has provided sufficient evidence to demonstrate that they have met the 7 RDaSH Competencies at the relevant Competency Level for their job role.

Preceptor’s Signature……………………………………………

Date of completion……………………………………………....

The preceptees manager must inform their local self-serve administrator to input this completion activity onto the preceptees compliance matrix.

Preceptees, managers should keep a copy as evidence of completion.  Also for  preceptee  own continued professional development records, as well as a copy within their file at your place of work, as this evidence could be screened by an inspecting regulatory body and could  be requested for example, audit purposes, supervision, annual appraisals, performance management.



**Multi-Professional Preceptorship – Exit Proforma**

**(Period of Support)**

Preceptee……………………………………………………….

Designation……………………………………………………

Preceptor …………………………………..………………….

Designation……………………………………………...……..

Work Address...…………………………………………………

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| RDaSH Competency  | Action Plan  | Evidence Provided  | Review Date  | Completion Date  |
| 1. Meeting the Needs of Our Patients/Service Users  |   |   |   |   |
| 2. Managing our Performance  |   |   |   |   |
| 3. Communicating and Influencing  |   |   |   |   |
| 4. Business Thinking  |   |   |   |   |
| 5. Supporting Each Other  |   |   |   |   |
| 6. Shaping our Future  |   |   |   |   |
| 7. Learning and Improving  |   |   |   |   |

The above named preceptee has provided sufficient evidence to demonstrate that they have met the relevant RDaSH Competencies at the relevant Competency Level for their job role during their period of support.

Preceptor’s Signature……………………………………………

Date of completion………………………………………………

The preceptee's manager must inform their local self-serve administrator to input this completion activity onto the preceptees compliance matrix.

Preceptees, managers should keep a copy as evidence of completion.  Also for preceptee own continued professional development records, as well as a copy within their file at your place of work, as this evidence could be screened by an inspecting regulatory body and could be requested for example, audit purposes, supervision, annual appraisals, performance management