

## EPA Template

Area of practice	Rotation title			
Stage of training	Stage			Version
<p>The following EPA will be entrusted when your supervisor is confident that you can be trusted to perform the activity described to the required standard with the required level of supervision or none at all. Your supervisor will expect you to know when to ask for additional help; s/he will also trust you to seek assistance as appropriate and in a timely manner.</p>				
Title				
Description				
Competencies	PD	sub competencies #	I	sub competencies #
	ES	sub competencies #	TR	sub competencies #
	T	sub competencies #		
Knowledge, skills and attitude required	Competence is demonstrated if the trainee has shown sufficient aspects of the knowledge skills and attitude described below			
	Ability to apply an adequate knowledge base  Skills  Attitude			
Assessment method	Continuous assessment during individual and clinical supervision			
Suggested assessment method details	Case based discussions; multisource feedback			

Programme Director PD; Educational Supervisor ES; Tutor T; Instructor I; Trainee TR

EPA – SAMPLE REPORT

Area of practice	Rotation title			
Stage of training	Stage		Year 1	Version
The following EPA will be entrusted when your supervisor is confident that you can be trusted to perform the activity described to the required standard with the required level of supervision or none at all. Your supervisor will expect you to know when to ask for additional help; s/he will also trust you to seek assistance as appropriate in a timely manner.				
Title	Producing discharge summaries and organising appropriate transfer of care			
Description	The trainee can produce succinct and informative discharge summaries and organise appropriate transfer of care. S/he understands the importance of clinical records in transfer of care and discharge and can make the appropriate arrangements for medication and/or ongoing other treatment and liaise with appropriate clinicians, teams, community, organisations and primary care providers. The trainee formulates relapse prevention and recovery plans in collaboration with the patient and provides appropriate and timely handover of written information. The discharge summaries are succinct yet informative and can function as a clinical handover as well as a historical record of the patient’s hospitalisation, treatment and progress including key points of decision making.			
Competencies	PD	sub competencies #	I	Sub competencies #
	ES	sub competencies #	TR	Sub competencies #
	T	sub competencies #		
Knowledge, skills and attitude required	Competence is demonstrated if the trainee has shown sufficient aspects of the knowledge skills and attitude described below			
	<p><b>Ability to apply an adequate knowledge base</b></p> <ul style="list-style-type: none"> <li>• Understands the importance of handover of information especially during transition of clinical care</li> <li>• Understands the principles of relapse prevention and recovery</li> <li>• Demonstrates knowledge of risks associated with transfer of care e.g. loss of information, lack of follow---up</li> <li>• Demonstrates knowledge of range of follow---up and community services</li> </ul> <p><b>Skills</b></p> <ul style="list-style-type: none"> <li>• Uses effective and timely verbal and written communication (including electronic communication where appropriate)</li> <li>• Grasps and formulates the essentials of the case and the treatment plan including relapse---prevention and risk---management plans</li> <li>• Communicates key points of decision making</li> <li>• Communicates and collaborates effectively with patients and families/carers in organising transfer of care</li> <li>• Uses discretion where required, avoids pejorative language</li> <li>• Appropriately considers confidentiality issues and consent</li> </ul> <p><b>Attitude</b></p> <ul style="list-style-type: none"> <li>• Uses appropriate means of communication (e.g. telephone) when required</li> <li>• Exhibits a patient---centred approach to care</li> <li>• Demonstrates willingness to include all appropriate stakeholders in the transfer of care</li> <li>• Demonstrates respect for the patient, other members of the multidisciplinary team, patient supports and their views</li> </ul>			
Assessment method	Continuous assessment during individual and clinical supervision			
Suggested assessment method details	Case based discussions; multisource feedback			

Programme Director PD; Educational Supervisor ES; Tutor T; Instructor I; Trainee TR