**Policy for reviewing EMOS Survey reports**

1. GP registrars will complete an EMOS at the end of each post.
2. Collated EMOS survey reports will be sent to the programme management teams once a year by HEEM.
3. The programme management teams will review the reports and send them out to clinical supervisors.
4. Recommendations will be made to supervisors on the basis of EMOS reports; however, clarification and discussion from supervisors will be invited should they disagree with the report findings or if there are areas of concern.
5. 5 questions are regarded as ‘red flag’ questions. Registrars will be advised of these questions and will be invited to inform the programme management teams immediately if there is non-compliance.

**East Midlands Electronic Survey Questions – as at July 2014**

**Red flag questions are highlighted**

**Questions for GP Specialty Trainees whilst in GP Practice placements**

1. Today's Date

2. Which GP Specialty Training Programme are you on?

3. Are you an ST1, ST2 or ST3?

4. Please give your Family Name followed by your First Name

5. Name of the GP Practice

6. In this post, were you training on a full-time or flexible basis?

7. Would you classify yourself as a Carer?

7.a. If so are you a Carer of

8. How long were you in this placement?

9. By the end of your second week in this practice post had your roles and responsibilities been clearly explained to you?

10. By the end of your second week in this practice placement, had you met the members of the practice team?

10.a. Did you gain some understanding of their role?

11. When did you have a meeting with your trainer at the commencement of your placement?

12. Did your trainer access your e-portfolio in the first few weeks of your placement?

12.a. If so was this used in setting learning goals?

13. During the induction period were you given the opportunity to sit in or share patient consultations?

14. What level of supervision were you given when you first started seeing patients on your own?

15. How would you rate your induction period ?

15.a. Why?

16. In addition to your clinical sessions did your working week include:(if less than full time please adjust to working practice)

16.a. time for self directed learning?

16.a.i. time for self directed learning? -- If less than "most of the time" please explain

16.b. protected teaching time within the practice?

16.b.i. protected teaching time within the practice? -- If less than "most of the time" please explain

17. Were others involved in your training

17.a. Other doctors working in the practice

17.b. Practice Manager

17.c. Practice Nurses

17.d. Other clinical staff

18. Within the practice did you have

18.a. Easy access to the internet

18.b. Audio visual equipment for recording consultations all or most of the time

18.c. Access to an emergency bag with appropriate drugs

18.d. Opportunity for joint surgeries

19. Have you had regular meetings with your trainer to review your progress

19.a. Please comment if less than every month

20. How often did you have the opportunity to have joint consultations?

21. How often were video/DVD recordings of your consultations viewed?

22. Have you had the opportunity to participate in significant event analysis in this placement

23. Have you performed an audit during this placement

24. Do you have easy access to results for investigations you have requested?

25. Have you and your trainer agreed an educational contract that is signed off on your e-portfolio.

26. Have you had any difficulty accessing your Program Director

26.a. Please explain if yes

27. Did you have an opportunity to influence the programme for the half/whole day release?

28. Did you have opportunities to suggest topics for locality teaching groups?

29. How much in control of your own learning did you feel during the half or whole day release?

30. Do you feel the HDR/WDR gives you the opportunity for group discussion.

31. Do you get an opportunity to take real life learning opportunities into the half/whole day release and discuss them with your peers?

32. What was the most valuable part of the half/whole day release?

33. How valuable do you find the HDR/WDR

34. Has your trainer asked you to feedback on educational experience in the practice

**35. Were you ever asked to undertake duties you did not feel you were trained for**

35.a. If yes please explain

**36. Was there ever a time where you felt unsupervised either in surgery, when on-call or on a home visit (excluding ooh)**

36.a. If yes please explain

**37. If applicable have reasonable adjustments been made for disability, special educational needs**

37.a. You may use this box to explain if appropriate

**38. Have you ever been in a situation where you felt your race, age, disability, sexual orientation, religious beliefs have set you in conflict with the personnel in the practice?**

38.a. Please explain

**39. Have you been subjected to persistent behaviour in this post that has undermined your professional confidence and self esteem**

39.a. If yes please explain

40. If appropriate have you been able to access personnel within East Midlands LETB (Previously East Midlands Deanery)?

40.a. If you have contacted the LETB - were the responses you received timely and adequate

40.a.i. If no please explain

41. Have you encountered difficulty in accessing Occupational Health

42. Are you aware of sources of careers advice?

43. Were you ever asked to undertake duties you did not feel you were trained for

43.a. If yes please explain

44. Was there ever a time where you felt unsupervised in the OOH setting

44.a. If yes please explain

45. Have you ever been in a situation where you felt your race, age, disability, sexual orientation, religious beliefs have set you in conflict with the personnel in the OOH setting

45.a. If yes please explain

46. Did you have any difficulties in booking your OOH sessions?

46.a. Please explain if yes

47. Did you have access to the equipment and medicine you need to provide effective care in the OOH setting

47.a. If no please explain

48. What would you recommend to another trainee about this practice?

49. What changes would improve the training experience in this practice?

50. Please give an overall rating of your satisfaction with this post

51. About how long did it take to complete

51.a. Is this acceptable

52. Are there any questions we have missed

53. Are there things you were asked that we should remove from the survey

**East Midlands Electronic Survey Questions – as at July 2014**

**Red flag questions are highlighted**

**Questions for GP Specialty Trainees whilst in GP Trust placements**

1. Today's Date

2. Which GP Specialty Training Programme are you on?

3. Are you an ST1 or ST2 ?

4. Which specialty does this feedback refer to?

5. Name of Hospital

6. Please give your Family Name followed by your First Name

7. Were/are you training on a full-time or flexible basis?

8. Would you classify yourself as a carer?

8.a. If so, are you a Carer of

9. Did you have a named Clinical Supervisor for this post?

9.a. Please expand only if your answer was no

10. Did you have a Trust induction in this post?

10.a. How useful was this?

11. Did you have departmental induction in this post?

11.a. How useful was it?

12. Have you had regular meetings with your hospital clinical supervisor to review your progress

12.a. Please comment if less than every month

13. Have you performed an audit during this placement

14. Have you encountered any difficulties in getting the following assessments completed

14.a. Mini CeX

14.a.i. Mini CeX -- If yes, please explain.

14.b. DOPs

14.b.i. DOPs -- If yes, please explain.

14.c. CBD

14.c.i. CBD -- If yes, please explain.

15. In addition to your clinical work did your week include:

15.a. Protected teaching time

15.b. Bleep free teaching time

16. Was your teaching relevant to general practice

17. Have you had difficulties accessing study leave during this post

17.a. If yes, please explain

18. Have you had any difficulty accessing your Programme Director

18.a. Please explain if yes

19. Did you have any problems getting to the half/whole day release (HDR/WDR)?

20. Have you had the opportunity to influence the content of the HDR/WDR meetings

21. Did service commitments ever prevent you attending the HDR/WDR meetings

22. Were you ever asked to feedback on the content of the HDR/WDR sessions

23. How valuable do you find the HDR/WDR meetings

24. Were you ever asked to undertake duties you did not feel you were trained for

24.a. If yes please explain

**25. Was there ever a time where you felt unsupervised in this post**

25.a. If yes please explain

**26. If applicable have reasonable adjustments been made for disability, special educational needs**

26.a. You may use this box to explain if appropriate

**27. Have you ever been in a situation where you felt your race, age, disability, sexual orientation, religious beliefs have set you in conflict with the personnel you work with in this post**

27.a. If yes please explain

**28. Have you ever been in a situation where you felt your race, age, disability, sexual orientation, religious beliefs have set you in conflict with the patients in this post**

28.a. Please explain if your answer was yes

**29. Have you been subjected to persistent behaviour in this post that has undermined your professional confidence and self esteem**

29.a. If yes please explain

30. If appropriate have you been able to access personnel within East Midlands LETB (Previously East Midlands Deanery)?

30.a. If you have contacted the LETB - were the responses you received timely and adequate

30.a.i. If no please explain

31. Have you encountered difficulty in accessing Occupational Health

32. Are you aware of sources of careers advice?

33. What would you recommend to another trainee about this post

34. What changes would improve the training experience in this post

35. Please give an overall rating of your satisfaction with this post

36. How long did it take to complete

36.a. Is this length of time acceptable

37. Was there anything we didn't ask that you would add in future?

38. Were there questions we asked that you think we should not ask in future?