



*Note: This form is for information only, assessment forms are completed online.*

## WBA: Shift Report / Shift in-charge

- A Shift Report involves the direct observation of a trainee at multiple time points during a clinical shift. The assessor rates and provides structured feedback on the trainee’s performance during the specific shift. The Shift Report assessment complements the other EM-WBA instruments and assesses the trainee at work, undertaking the full variety of their role in the ED. It is an opportunity to provide the trainee with specific feedback on all domains in the ACEM Curriculum Framework and provides a holistic assessment of how the trainee performs in relation to all factors impacting the emergency department as a whole.
- A trainee may or may not be in charge of the floor for Shift Report assessments. The learning outcomes assessed in the Shift In-charge assessment include those related to leadership and management.
- Whether a Trainee is ‘in charge’ of the shift, is determined by the site at which the trainee is working. A shift is considered to be ‘in charge’ if a Trainee is managing the floor at the equivalent of a consultant with regard to local arrangements and the nature of the department.

**TRAINEE DATA and ASSESSOR DATA - As per current online form**

### SHIFT DETAILS

Select the ONE BEST option:

Trainee **in charge** of shift

Trainee **not** in charge of shift



*(if ‘in charge’ selected, the additional fields indicated below in italics (IC – in charge) will be assessed)*

### COMPONENT ASSESSMENT

Select the ONE best option that describes the level of input required on this observed occasion:	Trainee performed; senior clinician input required for majority of shift	Trainee performed; senior clinician input required for minority of shift	Trainee performed independently; senior clinician observed and advised for trouble shooting	Trainee performed independently; senior clinician required to check	Trainee performed independently at junior FACEM level	N/A
Please rate as many of the following components as observed. AT LEAST THREE components must be rated.						
<b>Medical Expertise</b> Assessment and management <i>Receive and direct patient transfers (IC)</i>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<i>Rationale</i>					
<b>Prioritisation and Decision Making</b> Clinical reasoning, situational awareness	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<i>Rationale</i>					
<b>Communication</b> Verbal, non-verbal and written	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<i>Rationale</i>					

<b>Teamwork and Collaboration</b> Approach, allocation of roles and responsibilities, conflict resolution	<input type="radio"/>					
	<i>Rationale</i>					
<b>Leadership and Management</b> Situational awareness across area / department <i>Lead ED staff (IC)</i> <i>Staffing allocation (IC)</i> <i>Resourcing (IC)</i> <i>Patient flow (IC)</i>	<input type="radio"/>					
	<i>Rationale</i>					

<b>Scholarship and Teaching</b> Teaching, best practice clinical care	<input type="radio"/>					
	<i>Rationale</i>					
<b>Health Advocacy</b> Advocacy, screening, intervention and health promotion	<input type="radio"/>					
	<i>Rationale</i>					
<b>Professionalism</b> Ethical, caring and honest	<input type="radio"/>					
	<i>Rationale</i>					

### GLOBAL ASSESSMENT

<b>Select the ONE best option that describes the level of input required on this observed occasion:</b>	Trainee performed; senior clinician input required for majority of shift	Trainee performed; senior clinician input required for minority of shift	Trainee performed independently; senior clinician observed and advised for trouble shooting	Trainee performed independently; senior clinician required to check	Trainee performed independently at junior FACEM level
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Areas of strength:

Areas for development and/or agreed learning goals for next encounter:

Any other Assessor comments about this assessment (optional):

Trainee comments about this assessment: