

Techniques to improve your Reflection and Reflective writing skills Tuesday 23rd April 2019 from 0900 - 1630

Overview:

All Doctors (and others working in the Healthcare sector) should regularly reflect on their own performance, their professional values and contribution to any teams in which they work. They should ask for, and be prepared to act on, feedback from colleagues and patients, including via the outcomes of audits, appraisals and performance reviews, and through patient complaints and comments.

Reflective practice should therefore be embedded in your everyday practice in order to provide quality and holistic patient/client care.

Common aims of Reflection:

- to deepen your own understanding of reflective practice and its potential impact on the quality of care delivered
- to inform your personal and professional development particularly within the wider context of the clinical practice setting

Course Description:

A key component of Appraisal and Revalidation is that the process has to be robust and challenging. Within this, the GMC requires Doctors to reflect on their practice and make decisions based around reflection which will help and support their appraisal.

This programme asks the question – ‘what is meant by reflection’ – and looks at the key skills and competencies needed to ensure the process is thorough.

Learning outcomes: At the end of this programme the delegate will be able to:

- List 5 situations where you would use reflection
- Understand and explain the GMC 4 stage process of reflection
- State 4 of the advantages of reflection
- Explain the 4 GMC Good Medical Practice Domains and link them to Quality Improvement
- Name 2 educational events which may be reflected upon
- List 5 powerful words which will enhance your writing skills

Practical Skills: There are several opportunities to practice verbal and written reflective writing

Agenda:

- Welcome, outline agenda and learning outcomes, expectations and introductions

Module 1: What is reflection ?

Module 2: What should I be reflecting on?

Module 3: Effective writing Principles:

Time allotted for practice of writing and presenting Reflections to colleagues

Module 4: Linking Reflection :

Close: Action points and plans for reflection.

Course Booking Form

PLEASE TYPE AND THEN PRINT THIS FORM

★Course Name	
★Date of course	
★Full Name:	
★GMC No & College No:	
★Speciality:	
★Fee:	£50 refundable deposit
Address:	
★Hospital Name:	
★Postcode:	
★Telephone:	
★Email	
<input type="checkbox"/> Dietary requirements:	
<input type="checkbox"/> Deposit (Cheque only)	<input type="checkbox"/> Payment through study leave <input type="checkbox"/> Cheque enclosed

★Information required. CME certificates are generated using the information provided in this form. All the communications are sent by email.

All workshops require either payment or refundable deposit in the form of a cheque.

- **Confirmation of a place in the workshop is allotted based on first come, first serve basis; which is centred on receiving of both booking form and the cheque for payment/deposit.** If you have sent your booking form by e-mail and we have not received your payment/deposit, **we may not be able keep your place. To avoid disappointment please book and pay ASAP.** Otherwise, someone else will take your place even though you were the first to send us the e-mail.
- Make cheques payable to “Stockport NHS Foundation Trust” post with the application quoting your name on the back of the cheque.
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- **Send the booking form to**
- **Angela Berry**
- **Pinewood House Stockport NHS Foundation Trust**
- **Poplar Grove SK2 7JE**
- **Ph.: 01614194097 Fax: 01614194686**
- **Angela.Berry@stockport.nhs.uk**
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- Cancellation policy: 4 weeks before the course. Any cancellation after 4 weeks, will carry a cancellation fee equivalent to deposit fee or course fee, unless supported by genuine reason for the urgency of cancellation: illness or otherwise.

For other terms and conditions see below.

Other terms and conditions

1. Our workshop is open to **all registrars and SAS doctors**.
2. When an event is full, we can put you on a waiting list if you wish. We will then contact you as soon as a place has become available.

Booking and payment

1. Please note that places are not reserved unless the refundable deposit or relevant fee is paid
2. If you have attended the workshop, we will return your refundable deposit cheque or shred them safely.
3. We will endeavour to send confirmation of a place within 14 days of booking form is being received.
4. If you do not receive this, please contact us.

Cancellation policy

1. Any cancellation after 4 weeks, will carry a cancellation fee equivalent to deposit fee or course fee, unless supported by genuine reason for the urgency of cancellation: illness or otherwise.
2. All refunds are made at the discretion of the organising committee and are subject to the deduction of an administration fee.

Notice of cancellation must be given in writing to

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