Wessex Deanery
Foundation Programme Assessments

Work-based assessment and feedback are fundamental aspects of the Foundation Programme. They provide a ‘snapshot’ of the foundation doctor’s competence within the workplace at a specific point in time. Used together with other forms of assessment, such as portfolio review and reflective practice, they build a picture of evidence for each foundation doctor that documents progress, achievements and areas for development in knowledge, skills and attitudes. The assessment tools used are incorporated into the e-Portfolio, with guidance for both trainers and trainees.

We currently use the following work-based assessment tools:

- Multi-source feedback (mini-PAT)
- Mini clinical evaluation exercise (mini-CEX)
- Direct observation of procedural skills (DOPS)
- Case-based discussion (CBD)

The foundation doctor, with support of supervisor(s), is responsible for arranging assessments and their documentation. Progression through the foundation programme should be reflected by an increased level of competence and expertise, along with taking on increasing responsibility.

Satisfactory completion of assessments form an essential part of the criteria for F1 and F2 sign off. Please see the guidance on the number of assessments and the target timeline.

Structured Meetings and Reviews – suggested timetable

Educational Supervision Meetings

- Initial Meeting within first two weeks
  - Educational Agreement
  - Personal Development Plan
  - Self-appraisal Form
- Mid Point Review
- End of Placement review (every 3 – 4 months)
- Final End of Year review
  - Sign-off

Clinical Supervision Meetings for each placement

- Induction Meeting
- Mid Point Meeting
- Clinical Supervision Feedback Report
**Guidance and Target Timeline for Foundation Programme (F1 and F2) Assessments**

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<th>POST 1</th>
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<tbody>
<tr>
<td>1 – 4 months</td>
<td>5 – 8 months</td>
<td>8 – 12 months</td>
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<tr>
<td>By end of November</td>
<td>By end of March</td>
<td>By end of May</td>
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<tr>
<td>Mini-CEX x2</td>
<td>Mini-CEX x2</td>
<td>Mini-CEX x2</td>
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<td>DOPS x2</td>
<td>DOPS x2</td>
<td>DOPS x2</td>
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<td>CBD x2</td>
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<tr>
<td>Mini-PAT</td>
<td>Mini-PAT</td>
<td>Mini-PAT (if applicable)</td>
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**Notes:**

- Please note the dates by which you should complete the assessments. These should be spread across your three placements with all assessments completed by the end of May.
- The above shows the minimum requirements in which you must reach a satisfactory standard.
- We advise that foundation doctors undertake two each of min-CEX, DOPS and CBDs in each four month placement, both for F1 and F2.
- Foundation doctors on academic programmes who have undertaken the academic part of their programme as their first or second component will need to manage their assessments according to a slightly different timescale, and should complete their assessments by the end of June.
- In some specialties, it may be difficult to undertake certain forms of assessments, for example DOPS in psychiatry. You should plan how you are going to spread assessments to compensate for this, and discuss this with your supervisor.
- If your placements are three or six months, then you should plan to spread your assessments appropriately, based on the above.
- The first mini-PAT should be undertaken by the end of November and the second mini-PAT by the end of March. A third mini-PAT may be required only if there are concerns raised by the Foundation Programme Director.