

Divider Sheet

HSC Appraisal Portfolio for Doctors in Training in Northern Ireland

SECTION 6 PERSONAL DEVELOPMENT PLAN (PDP)

In Section 6 the appraiser and appraisee should identify key development objectives for the year ahead, which relate to the appraisee's personal and/or professional development. This will include action identified in the summary above but may also include other development activity, for example, where this arises as part of discussions on objectives and job planning. Please indicate clearly the timescale within which these objectives should be met on the template provided here.

The PDP is essential for planning the training in the next post. You should agree your PDP with your current appraiser / educational supervisor and take it with you to the next post. It is the basis for the initial meeting with your educational supervisor in the next post.

It should cover development in the areas of GMP but will also cover aspects of training such as examinations and study leave.

If a PDP cannot be agreed this must be recorded as a matter of fact, signed by the appraiser and appraisee and filed in this Section.

Form 6 - Personal Development Plan

This should be used to inform discussion on development. It should be updated whenever there has been a change - either when a goal is achieved or modified or where a new need is identified.

| What development needs have I? | How will I address them? | Outcome | Target Date | Completed |
|---------------------------------------|--|---|---|--|
| <i>Explain the need.</i> | <i>How you will take action, and what resources you will need.</i> | <i>How will your practice change as a result of the development activity?</i> | <i>Agreed with your appraiser for achieving the development goal.</i> | <i>Agreement from your appraiser that the development need has been met.</i> |
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