

Clinical Supervisor Job Description

For every placement, the doctor in training must have a named clinical supervisor. In some instances, this will be the same person as the educational supervisor.

A clinical supervisor is a trainer who is responsible for overseeing a specified trainee's clinical work throughout their placement in a clinical environment and who is appropriately trained to do so. Their role is to lead on providing day-to-day supervision of trainees, reviewing a trainee's progress and providing constructive feedback.

Responsibilities of the Clinical Supervisor

In supporting the delivery of high quality educational supervision, the clinical supervisor has a responsibility to:

1. Be involved with teaching and training the trainee in the workplace
2. Help with both professional and personal development
3. Offer a level of supervision of clinical activity appropriate to the competence and experience of the individual trainee.
4. Support the trainee through direct supervision, close supervision and regular discussions, review of cases and feedback
5. Organise induction to the clinical department (covering duties of the post, particular responsibilities, departmental meetings, senior cover, cross-specialty induction when cross-cover is required, handover arrangements, bleep policies)
6. Agree specific and realistic programme-specific learning objectives appropriate to the level of the individual trainee
7. Meet the trainee within a week of starting the placement and establish a supportive relationship
8. Provide regular review during the placement both formally and informally to ensure that the trainee is obtaining the necessary experience, included supervised experience in practical procedures and give constructive feedback on performance
9. Perform and oversee the work-based assessments detailed in the portfolio
10. Encourage trainee attendance at formal education sessions
11. Ensure a suitable timetable to allow completion of the requirements of the specific curriculum
12. Ensure that relevant information about progress and performance is made available to the educational supervisor to inform the end of placement appraisal and the Educational Supervisor's report
13. Inform the Educational Supervisor should the performance of any individual trainee give rise to concern