

PROFESSIONAL DEVELOPMENT

Module 19 : Professional Development

1. The process of becoming a consultant

Learning outcomes:

- To ensure a smooth transition and effective start to professional life as a consultant.
- To understand ‘Good Medical Practice’ and professionalism.

2. Communication, team working and leadership skills:

Learning outcomes:

- To demonstrate effective communication with patients and colleagues.
- To demonstrate good working relationships with colleagues.
- To demonstrate the ability to work in clinical teams and have the necessary leadership skills.

Knowledge criteria	Clinical competency	Professional skills and attitudes	Training support	Evidence/assessment
<ul style="list-style-type: none"> ■ Roles and responsibilities of team members involved in delivering care ■ How a team works effectively and ways of improving teamworking: <ul style="list-style-type: none"> ■ objective setting and planning ■ motivation and organisation ■ respect ■ Understand the contribution that mentoring and supervision make to professional and personal development ■ Theories of motivation and demotivation ■ Factors that influence and inhibit team development ■ Leadership skills 	<ul style="list-style-type: none"> ■ Be able to communicate both verbally and in writing with patients and relatives ■ Be able to break bad news ■ Be able to use interpreters appropriately ■ Be able to communicate both verbally and in writing with colleagues ■ Be able to work effectively within a specialty team ■ Be able to respect others’ opinions ■ Deal with problems and difficult colleagues 	<ul style="list-style-type: none"> ■ Demonstrates the ability to communicate effectively with: <ul style="list-style-type: none"> ■ colleagues ■ patients and relatives ■ Demonstrates the ability to break bad news appropriately and support patients in distress ■ Has the ability to work in a clinical team 	<ul style="list-style-type: none"> ■ Observation of and discussion with senior medical staff ■ Experiential learning in the workplace ■ StratOG.net: The Obstetrician and Gynaecologist as a Teacher and Researcher and The Obstetrician and Gynaecologist as a Professional e-tutorials 	

3. Negotiating and influencing skills

Learning outcomes:

- To develop principles of effective negotiation.
- To enhance competence in formal and informal situations that require assertive responses.

Knowledge criteria	Clinical competency to be achieved	Professional skills and attitudes	Training support	Evidence/assessment
<ul style="list-style-type: none"> ■ Principles of effective negotiation ■ Characteristics and phase of negotiation ■ Tips and tactics for influencing others and arriving at win-win situation ■ Techniques in assertion and persuasion ■ Understanding yourself, how conflict arises and the principles for resolution ■ Becoming a consultant 	<ul style="list-style-type: none"> ■ Identify and improve skills to prepare effectively for negotiations and discussions that require ability to influence colleagues ■ Understanding other styles and making the most of difficulties ■ Choosing the right job ■ Application interview process ■ Professional role of a consultant 	<ul style="list-style-type: none"> ■ Has the ability to be able to assess competence of SpRs in formal negotiations and informal situations that require assertive responses ■ Has developed the skills to accessing appropriate career guidance ■ Understands job planning and negotiating a contract 	<ul style="list-style-type: none"> ■ Management course ■ StratOG.net: The Obstetrician and Gynaecologist as a Teacher and Researcher and The Obstetrician and Gynaecologist as a Professional e-tutorials 	

4. Managing self and others, managing and developing trainees

Learning outcomes:

- To develop skills in prioritising work, and managing time effectively.
- To understanding of the appraisal system.
- To understand the responsibilities for trainees.

5. Good Medical Practice and maintaining trust

Learning outcomes:

- To inculcate the habit of lifelong learning and continuing professional development.
- To ensure that trainee has the knowledge, skills and attitudes to act in a professional manner at all times.

Knowledge criteria	Clinical competency	Professional skills and attitudes	Training support	Evidence/assessment
<ul style="list-style-type: none"> ■ Continuing professional development ■ Doctor–patient relationship ■ Personal health ■ Understand relevance of: <ul style="list-style-type: none"> ■ RCOG ■ GMC, Defence Unions, BMA ■ specialist societies ■ STC and postgraduate dean ■ Defence unions ■ ethical principles ■ respect for autonomy ■ beneficence and non maleficence ■ justice ■ Informed consent ■ Confidentiality ■ Legal issues: <ul style="list-style-type: none"> ■ death certification ■ mental illness ■ advance directives, living wills 	<ul style="list-style-type: none"> ■ Be able to recognise and use learning opportunities ■ Be able to deal appropriately with challenging behaviour ■ Recognise own limitations ■ Recognise when personal health takes priority over work pressure ■ Be able to gain informed consent ■ Understand ethical issues relevant to subspecialty ■ Understand legal responsibilities 	<ul style="list-style-type: none"> ■ Demonstrate the ability to learn from: <ul style="list-style-type: none"> ■ colleagues ■ experience ■ Demonstrate the ability to work towards independent practice but seek advice appropriately ■ Show competence in gaining informed consent for: <ul style="list-style-type: none"> ■ patient care and procedures ■ research 	<ul style="list-style-type: none"> ■ Observation of and discussion with senior medical staff ■ Management course ■ NHS appraisal ■ StratOG.net: The Obstetrician and Gynaecologist as a Teacher and Researcher and The Obstetrician and Gynaecologist as a Professional e-tutorials 	

6. Administration and service management

Learning outcomes:

- To display knowledge of the structure and organisation of the NHS nationally and locally.
- To understand and demonstrate appropriate skills and attitudes in relation to administration and management.

Knowledge criteria	Clinical competency	Professional skills and attitudes	Training support	Evidence/assessment
<ul style="list-style-type: none"> ■ Organisation of NHS services: <ul style="list-style-type: none"> ■ directorate, trust ■ PCT, SHA ■ Commission for Health Improvement ■ educational inspection visits ■ Workings within organisations ■ Role of medical director, clinical director, chief executive ■ Health and safety ■ Management: <ul style="list-style-type: none"> ■ strategy development ■ business planning ■ project management ■ Financial resource management 	<ul style="list-style-type: none"> ■ Develop and implement organisational change: <ul style="list-style-type: none"> ■ development of strategy ■ formulate a business plan ■ manage project ■ Be able to participate in recruitment: <ul style="list-style-type: none"> ■ job specification ■ interview and selection ■ Develop interviewing techniques and those required for performance review ■ Write a simple business case 	<ul style="list-style-type: none"> ■ Initiate and implement organisational change ■ Demonstrate collaboration with: <ul style="list-style-type: none"> ■ other professions ■ other agencies ■ Work effectively with human resources departments, developing skills in: <ul style="list-style-type: none"> ■ team building ■ appointments procedures ■ disciplinary procedures 	<ul style="list-style-type: none"> ■ Observation of and discussion with senior medical and management staff ■ Attendance at directorate management meetings ■ Management course ■ Equal opportunity course 	

Module 19 : Professional Development

Fill in as a record of experience.

Skills	Competence level					
	Observation		Direct supervision		Independent practice	
	Date	Signature of trainer	Date	Signature of trainer	Date	Signature of trainer
Demonstrate effective teamworking						
Show evidence of team leadership						
Verbal communication with patients						
Verbal communication with colleagues						
Written communication						
Signing perinatal death certificates						

Authorisation of signatures (to be completed by the clinical trainers)	
Name of clinical trainer (please print)	Signature of clinical trainer

COMPLETION OF MODULE 19

I confirm that all components of the module have been successfully completed:

Date	Name of educational supervisor	Signature of educational supervisor