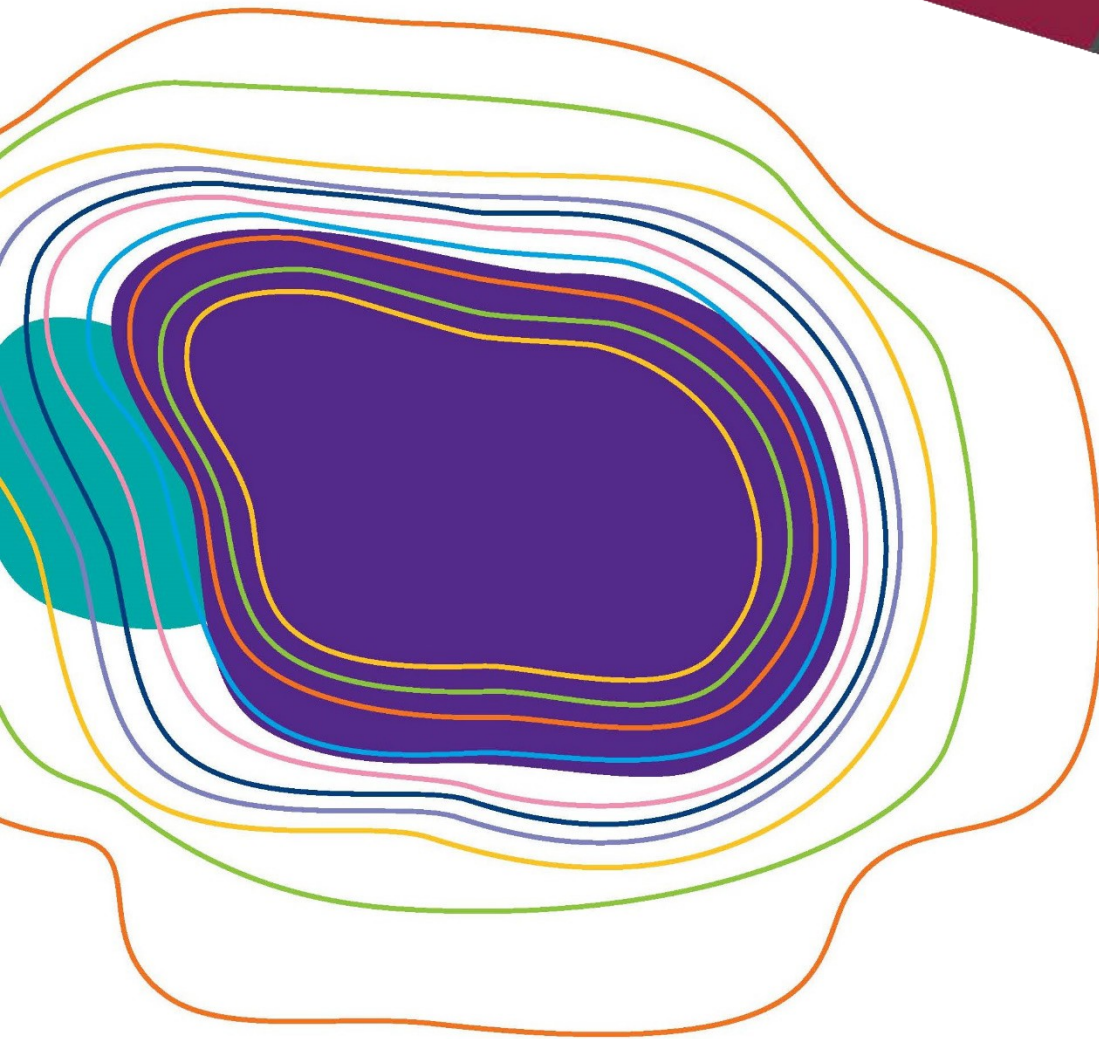


DIRECTOR OF TRAINING (DoT) ASSESSMENT INSTRUCTIONS



The Royal Australian
and New Zealand
College of Radiologists*

Faculty of Radiation Oncology



**RADIATION ONCOLOGY
TRAINING PROGRAM**

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DIRECTOR OF TRAINING (DOT) ASSESSMENT INSTRUCTIONS FOR USE

What is the DOT Assessment?

The [Director of Training Assessment](#) (DoT Assessment) is a meeting held every 6 months between the trainee and the Director of Training (DoT) to review trainee performance and progress. It is an opportunity for the DoT to give the trainee feedback on a range of competencies, based on feedback from a variety of sources. It covers the medical expert role as well as the other capabilities of communicator, collaborator, manager, health advocate, scholar and professional. It provides an opportunity for the DoT to highlight areas of strength and weakness and to assist the trainee to develop a learning plan for the next 6 months.

What is Involved?

- The DoT meets with all Clinical Supervisors involved in training, to discuss the trainee's performance prior to completing the DoT Assessment.
- The assessment form is downloaded from the College website and is completed by the DoT.
- The DoT meets with the trainee to discuss the assessment.
- After the DoT assessment meeting and the completion of the assessment form by the DoT, the Trainee is provided an opportunity to view the completed review and if they agree it is an accurate reflection of their DoT Assessment meeting, they sign and date the bottom of the form.
- The Director of Training is to send the completed assessment form to the College at ROtraining@ranzcr.edu.au.

How often is it Done?

Every 6 months, including trainees in a part-time capacity. If a trainee is falling behind expected progression, the DoT should arrange a meeting with the trainee to discuss possible causes.

What is the Standard?

Trainees should attain at least a score of 2 in all areas of the DoT Assessment.

What if Trainees don't meet the Standard?

The RANZCR Education Officer will review the submitted form and if a score of 1 is attained in any area of the DoT Assessment. The RANZCR Education Officer may contact the DoT and also report this to the Chief Censor in Radiation Oncology.

What Feedback is Given to the Trainee?

Feedback should be provided by the DoT at the point of undertaking the DoT Assessment. The DoT Assessment is an important opportunity for formative assessment and is intended to give trainees feedback on their performance across a range of all the CanMEDS roles and competencies. Trainees and DoTs are encouraged to try to identify specific learning opportunities which they think might assist with acquiring the competencies which may be lacking or weak.

DIRECTOR OF TRAINING (DOT) ASSESSMENT FLOWCHART

DoT meets with all Clinical Supervisors involved in training to discuss the trainee's performance prior to the DoT Assessment meeting with the trainee.

The assessment form is downloaded from the College website and is completed by the DoT.

DoT meets with trainee to discuss the assessment and provide feedback. The DoT enters the outcomes of the DoT meeting into the assessment form.

After the DoT assessment meeting and the assessment form has been completed by the DoT, the Trainee is provided an opportunity to view the completed review and if they agree it is an accurate reflection of their DoT Assessment meeting, they sign and date the bottom of the form

The Director of Training is to send the completed assessment form to the College at ROtraining@ranzcr.edu.au.