



ROLE AND RESPONSIBILITIES OF A CLINICAL SUPERVISOR

The role and responsibilities for the Clinical Supervisor is summarised below.

Preamble

The Royal Australian and New Zealand College of Radiologists (RANZCR) recognises that clinical and educational supervision of accredited trainees is a vital role in the successful training of future Clinical Radiologists. Training and supervision of individual trainees is undertaken by Directors of Training (DoTs) and Clinical Supervisors (CS).

Trainees will seek education opportunities to meet their learning needs and will request feedback from DoTs and CSs informally, during learning activities and whilst using Work-Based Assessment (WBA) tools. Trainees will action and respond to feedback suggestions to improve their performance. CSs use the College's e-Portfolio System to submit work-based assessments and provide feedback on trainees to the DoT.

Primary Purpose of Position:

Clinical Supervision can be defined as the provision of guidance, monitoring and feedback on matters of personal, professional and educational development in the context of the trainee's care of patients.

A Clinical Supervisor (CS) is a Clinical Radiologist who is actively involved with teaching, assessment and feedback of individual trainees working at an accredited training site. The physical proximity of the supervisor and the actual input/extent of interaction between the trainee and supervisor will vary according to the trainee's experience and the activities at hand.

Trainees will engage with a number of CSs for teaching and learning and for oversight with College and departmental requirements.

Qualifications and Skills:

A Clinical Supervisor must:

- Be a Fellow of RANZCR or an Education Affiliate of RANZCR
- Be employed at an accredited network training site

Responsibilities:

1. Be familiar with the Clinical Radiology Learning Outcomes and training requirements outlined in the Clinical Radiology Training Program Handbook.
2. Ensure on-site clinical supervision of trainees, at a level commensurate with their level of knowledge and skills, and experience.
3. Provide instruction and education to trainees in accordance with the learning outcomes of the training program.
4. Actively engage with trainees to assist and support their completion of training program requirements, including by contributing to trainees' e-Portfolio in a timely manner.
5. Facilitate the trainee's attendance at the network education program and site-

- based education activities such as tutorials, workshops and courses.
6. Encourage trainees to attend relevant in-hospital education teaching and learning activities such as, clinical radiology and multidisciplinary meetings, morbidity and mortality meetings, grand rounds etc.
 7. Complete WBA and engage in feedback conversations with trainees regularly.
 8. Complete regular Clinical Supervisor Feedback Forms to facilitate six monthly DoT Review.
 9. Promptly inform the DoT regarding unsatisfactory trainee performance to facilitate appropriate DoT discussions with the trainee in a timely manner.
 10. Participate in action plan or remediation plan meetings, as required, and support trainees to achieve goals therein.
 11. Attend Clinical Supervisor upskilling sessions as required.

Approved by the CRETC 1 October 2021 and ratified by the FCR Council 29 October 2021.