

## **Policy: Poor performance**

### **Introduction**

The College's training and examination processes aim to provide candidates with conditions that allow and encourage performance to the best of their ability.

### **Early Identification**

Facilitators are responsible for early identification of poor performance.

The structure in place to assess and provide feedback to candidates facilitates this requirement.

The facilitator will provide formal formative feedback to candidates on:

- Their clinical and practical performance in the three monthly face-to-face sessions. This feedback will relate to achievement of the standards of practice for specialisation and the candidate's progression towards the final examination.
- The reflective exercises in the portfolio at 6 monthly intervals.
- The professional issues paper - within one month of submission.

The facilitator will provide reports at 6 monthly intervals to the Board of Censors on the candidate's progress and activities undertaken to fulfil the four elements of the training program. Areas of concern will be reported.

Ultimately, the facilitator will provide to the Board of Censors a final report on the readiness of the candidate to sit for the final examinations for specialisation.

### **Performance Management**

Remediation of poor performance and learning will be proposed by the facilitator, agreed by the candidate and approved by the Board of Censors.

Mechanisms may include repetition or augmentation of learning experiences.

Extension of the training period will also be considered up to the maximum period of 4 years.

The Board of Censors reserves the right to discontinue the training program of a trainee who has demonstrated poor compliance with an agreed remediation plan and consistently poor performance, particularly where this impacts negatively on the other members of the study group.

### **Related Documents**

ACP Policy- Patient Safety

ACP Policy –Dispute Resolution