

## PARAMEDIC FCP -AP ROADMAP SUPERVISION – PORTFOLIO ROUTE

CLINICIAN	CLINICAL SUPERVISOR (RmSv)	PRACTICE MANAGER
PRE-EMPLOYMENT	PRE-EMPLOYMENT	PRE-EMPLOYMENT
<ul style="list-style-type: none"> <li>Completed Level 7 learning ideally in Clinical Examination, History and Decision making</li> <li>Completed the 8x E-learning modules and 3 x Personal care modules identified in the HEE roadmap</li> </ul>	<ul style="list-style-type: none"> <li>Complete the 2-day roadmap supervisor's course</li> <li>Top up course for GP Educational supervisors (not mandatory)</li> </ul>	<ul style="list-style-type: none"> <li>Contract set up to allow 20% of time for supervision until roadmap complete or for duration of MSc Advanced practice apprenticeship</li> <li>20% supervision includes day to day supervision and study days to attend MSc modules</li> </ul> <p>For example:</p> <ul style="list-style-type: none"> <li>30 mins discussion after each session</li> <li>3 hrs a month with Clinical Supervisor (more hrs may be identified depending on clinicians' development)</li> <li>1-2hrs a month for structured tutorials</li> </ul>
START OF EMPLOYMENT	START OF EMPLOYMENT	START OF EMPLOYMENT
<ul style="list-style-type: none"> <li>Complete a PDP to identify any training / learning needs and agree set supervision time with RmSv</li> <li>Identify any days needed to attend MSc modules and inform PM asap.</li> </ul>	<ul style="list-style-type: none"> <li>Go through the PDP with the clinician to discuss how to achieve the identified learning and training needs and agree to set supervision time with the clinician</li> </ul>	<ul style="list-style-type: none"> <li>Agree to the PDP, contact the training hub for information on funding and training opportunities around needs identified in the PDP plan</li> <li>Block out agreed supervision time for clinician and RmSv to meet</li> </ul>
FIRST 4 -6 MONTHS	FIRST 4-6 MONTHS	FIRST 4-6 MONTHS
<ul style="list-style-type: none"> <li>Once a month meet with RmSv to complete a minimum 1x COT, 1xCEP, 1x CBD</li> <li>Once a month Review PDP – add /complete learning needs</li> <li>Complete Mandatory training</li> <li>30 mins blocked out at end of each session to discuss cases/ formal and informal feedback (this can be with <b>any</b> GP / ACP)</li> </ul>	<ul style="list-style-type: none"> <li>Once a month meet with Clinician to complete a minimum 1x COT, 1xCEP, 1x CBD – 2 -3 hrs total time</li> <li>Once a month review PDP – add/ sign off learning needs</li> <li>May need to set up tutorials for more directed learning – this can be hosted by the designated clinical supervisor or any suitable</li> </ul>	<ul style="list-style-type: none"> <li>Identify supervising clinician each day (i.e on call GP)</li> <li>Block 30 min after each session to allow discussion or extended appointment to allow time to discuss each case after</li> <li>Ensure to schedule and block 2-3 hrs a month with RmSv</li> <li>Block any extra Tutorial time identified</li> </ul>

<ul style="list-style-type: none"> <li>Keep a daily clinical and supervision diary</li> <li>Attend tutorial hosted by clinicians within the practice</li> </ul>	<p>practitioner (i.e GP with an interest in dermatology, Physio on back pain management)</p>	<ul style="list-style-type: none"> <li>Allow study days to attend MSc modules</li> </ul>
<b>6-12 MONTHS OF EMPLOYMENT</b>	<b>6-12 MONTHS OF EMPLOYMENT</b>	<b>6-12 MONTHS OF EMPLOYMENT</b>
<ul style="list-style-type: none"> <li>Have you achieved all the capabilities set out in Domain A-D and been able to evidence against all the capabilities stage 1 and 2 – <b>YES</b> - approach RmSv for final sign off</li> <li>Collect 5 clinical and 5 non-clinical MSF</li> <li>Collect 40 PSQ</li> <li><b>NO</b>- continue with monthly supervision, review PDP and set out how to achieve sign off in next 6 months.</li> </ul>	<ul style="list-style-type: none"> <li>Is the clinician achieving the level of CAPABLE OR EXCELLENT on the COTS, CEP, CBD?</li> <li>Have they met all their learning needs set out in the PDP?</li> <li>Have they achieved all the capabilities set out in Domain A-D and Evidenced against each capability stage 1 + 2?</li> <li>If <b>YES</b> – FCP portfolio can now be signed off</li> <li>If <b>NO</b> or ongoing clinical concerns – review PDP at 6 months and set out how to achieve sign off in next 6 months.</li> </ul>	<ul style="list-style-type: none"> <li>Block 2hrs to review portfolio for sign off when capabilities met, and evidence gained</li> <li>If not ready for sign off at 6 months, meet with the clinician and RmSv to discuss the PDP, any extra supervision time, training required to achieve sign off</li> </ul>

## Glossary

**RmSv** – Roadmap Supervisor

**PDP** – Personal Development Plan

**FCP** – First Contact Practitioner

**AP**- Advanced Practitioner

**HEE** – Health Education England

**COT** – Clinical Observation Tool

**CBD** – Clinical Based Discussion

**CEP** – Clinical Examination Procedure

**MSF**- Multi source feedback

**PSQ**= Patient survey questionnaires