

### FEEDBACK FROM PRACTICE – STRUCTURED FORM

Dear

I would appreciate feedback about my performance during my time at this practice. I would be grateful if you would take a few minutes to fill in this form. Please tick as the boxes as appropriate; Comments and suggestions can be added at the end. You may tick more than one box. Thank you.

		Yes	Not applicable	See Comments Suggestions
1	Made appropriate clinical decisions			
2	Made appropriate follow up arrangements with patients (for results, failure treatment etc)			
3	Prescribed appropriately			
4	Made correct use of practice repeat prescribing systems.			
5	Prescribed according to practice incentive scheme.			
6	Recorded accurate, complete and contemporaneous notes.			
7	Used in-practice services appropriately e.g.bloods, minor surgery dietician etc			
8	Made appropriate use of the appointments system.			
9	Made appropriate referrals to services outside the practice (including protocols for urgent cancer referrals and fast track services)			
10	Made appropriate use of practice staff/ PHC team members.			
11	Feedback from patients has been positive			
12	Communicated clearly and courteously with staff and clinicians			
13	Shared clinical problems when appropriate with other members of PHCT (including handovers)			
14	Responded promptly when appropriate to messages from staff and patients.			
15	Communicated clearly with practice manager when arranging booking- re dates, fees, workload etc.			
16	Worked to agreed workload, agreed dates arrived punctually etc			
17	Acted on problems appropriately: missing results, violent patients, near misses.			
<p>Suggestions or comments for reflection and improvement. Please note the item number your comment relates. If necessary continue overleaf.</p>				