

# Example end of first month review

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| Trainee |  |
| Training officer |  |
| Trainee start date |  |

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| How is the trainee settling in? |
| Physical arrangements, equipment and other resources (note here any changes/additions needed) |
| Trainee’s progress with the academic work |
| Any adjustments to the training plan (note here any changes and the reason for them) |
| Feedback on the trainee’s professional/fitness for practice |
| Progress with work-based learning outcomes: *Competencies submitted or work in preparation for submission on OneFile* |
| Feedback from colleagues |
| Confirmation of completion of any statutory training |