



College of Intensive Care Medicine
of Australia and New Zealand
ABN: 16 134 292 103

TRAINEE SURVEY FOLLOW - UP

TRAINEE NAME:

DATE:

STAFF MEMBER:

1. Introduction

College staff member explains the purpose of the call and reminds the trainee that the discussion is confidential.

2. Specific questions relating to the term

These may include:

- Discussion about specific issues;
- Approaching the Supervisor – *“Did you feel comfortable discussing these concerns further with your SOT at the time to see if the issue(s) could be rectified?”*
- Was there an opportunity to discuss the issue(s) with another Fellow of the College or Hospital Administration / Human Resources department?
- Steps taken to rectify the issue(s).

3. Follow up

The trainee is asked if they would like the College to call them back after they have had time to reflect.

4. Staff member's comments

This may include general comments about the items discussed, impact on further training and advice on how to proceed.

5. Further action

The trainee is given the opportunity to submit further correspondence that will be forwarded to the Censor's Committee for further discussion. The College will send an electronic copy of this document to the trainee for their records.