

Post Appraisal Feedback Forms

Appraisal Toolkit for Doctors offers a Post Appraisal Feedback option for organisations to enable.

When enabled, appraisees and appraisers must complete a feedback form regarding the management of the appraisal process by the organisation and the appraiser's skills and training. Appraisal administrators can view this feedback by running a report through Appraisal Toolkit, and can use the results to help review and shape the appraisal process.

Until these forms are completed, the appraisal cannot be closed. This ensures feedback is gathered from the full sample of staff and a thorough review of the organisation's processes is taken into consideration.

- Form 1: Overview
- Form 2: Organisation Systems
- Form 3: Appraiser Skills
- Form 4: The Appraisal

Appraiser Feedback

Appraiser Appraisal Feedback

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Appraisal Overview

Organisation
Secondary Care

Appraisee

Appraiser

Appraisal Date
28/11/2013

Due Date
31/03/2014

Length of time it took to complete the appraisal (in hours)

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Organisation Systems

I was given adequate notice to allow preparation for the appraisal

- Strongly Disagree
- Disagree
- Neutral
- Agree
- Strongly Agree

I received the support and explanation I need to prepare for the appraisal

- Strongly Disagree
- Disagree
- Neutral
- Agree
- Strongly Agree

I am happy about the confidentiality of the appraisal process

- Strongly Disagree
- Disagree
- Neutral
- Agree
- Strongly Agree

Overall the organisation supported the appraisal

- Strongly Disagree
- Disagree
- Neutral
- Agree
- Strongly Agree

The software I used supported my needs to review the record of the appraisees portfolio, PDP and supporting information

- Strongly Disagree
- Disagree
- Neutral
- Agree
- Strongly Agree

Comments on how the organisation of appraisals could have been improved.

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Appraiser Skills

I adequately reviewed the appraisees progress against their PDP and supporting information for the appraisal

- Strongly Disagree
- Disagree
- Neutral
- Agree
- Strongly Agree

I felt this appraisal was difficult to manage

- Strongly Disagree
- Disagree
- Neutral
- Agree
- Strongly Agree

Overall I conducted a successful appraisal

- Strongly Disagree
- Disagree
- Neutral
- Agree
- Strongly Agree

I am happy to have the same appraisee again

- Strongly Disagree
- Disagree
- Neutral
- Agree
- Strongly Agree

Comments on how I could improve my appraisal skills.

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The Appraisal

The appraisal challenged me to consider new areas for my development as an appraiser

- Strongly Disagree
- Disagree
- Neutral
- Agree
- Strongly Agree

Comments on how the appraisal could have been improved.

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Appraisal Overview

Organisation
Secondary Care

Appraisee

Appraiser

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Organisation Systems

I was given adequate notice to allow preparation for my appraisal

- Strongly Disagree
- Disagree
- Neutral
- Agree
- Strongly Agree

I received the support and explanation I need to prepare for my appraisal

- Strongly Disagree
- Disagree
- Neutral
- Agree
- Strongly Agree

I am happy about the confidentiality of the appraisal process

- Strongly Disagree
- Disagree
- Neutral
- Agree
- Strongly Agree

Overall the organisation supported my appraisal

- Strongly Disagree
- Disagree
- Neutral
- Agree
- Strongly Agree

The software I used supported my needs to record and manage my portfolio and appraisal

- Strongly Disagree
- Disagree
- Neutral
- Agree
- Strongly Agree

Comments on how the organisation of appraisals could have been improved.

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Appraiser Skills

The appraiser adequately reviewed my progress against my PDP and the supporting information for the appraisal

- Strongly Disagree
- Disagree
- Neutral
- Agree
- Strongly Agree

My appraiser's skill in conducting my appraisal was adequate

- Strongly Disagree
- Disagree
- Neutral
- Agree
- Strongly Agree

My appraiser challenged me to help me to review my practice

- Strongly Disagree
- Disagree
- Neutral
- Agree
- Strongly Agree

Overall my appraiser conducted a successful appraisal

- Strongly Disagree
- Disagree
- Neutral
- Agree
- Strongly Agree

I am happy to have the same appraiser again

- Strongly Disagree
- Disagree
- Neutral
- Agree
- Strongly Agree

Comments to help my appraiser improve their skills.

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The Appraisal

The appraisal challenged me to consider new areas for development

- Strongly Disagree
- Disagree
- Neutral
- Agree
- Strongly Agree

My PDP for the coming year reflects my main priorities

- Strongly Disagree
- Disagree
- Neutral
- Agree
- Strongly Agree

Overall the appraisal was useful in my professional development

- Strongly Disagree
- Disagree
- Neutral
- Agree
- Strongly Agree

Comments on how the appraisal could have been improved.

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