

**CANTERBURY CHRIST CHURCH UNIVERSITY
DOCTORATE IN CLINICAL PSYCHOLOGY (D.CLIN.PSYCHOL.)**

**Guidance on the Formative Assessment of Clinical Competencies during the First Year
Adult Placement.**

The summative assessment of clinical competence on the first year adult placement takes place only at the end of the placement and constitutes an evaluation of the overall level of competence demonstrated by the trainee by this point in training. This assessment requires the completion of all sections of the Evaluation of Clinical Competence (ECC) form together with the submission of the trainee's Practice Learning Portfolio and Placement Resource Audit Form and Practice Learning Feedback Form.

However, a formative assessment of clinical competence needs to be carried in the period before the mid-point of placement and should be submitted to the course at the March/April submission deadline (please check exact deadline with your trainee). The purpose of this assessment is to provide some formal and documented feedback to trainees about the development of their competencies at this point, and the early identification of any areas of concern or competencies that are particularly in need of development. This assessment will go on the trainee's file and is a required submission. However, the evaluations made do not contribute to progression on the programme or the final award.

The formative assessment of clinical competencies requires the supervisor to complete sections A and B of the ECC form. No other sections of the ECC form need to be completed but the supervisor should sign the form in Section E and the trainee may make comments in Section D if they wish to. The trainee does not need to submit a Practice Learning Portfolio, Placement Resource Audit Form or Practice Learning Feedback Form at this stage. This is summarised in the table below. It is the supervisor's responsibility to complete the form but the trainee is responsible for its submission to the programme.

Formative Assessment: Sections of ECC Form and other documentation to be completed.

Required	A: Record of direct observations of trainee's work
	B: Supervisor ratings for each section
	E: only signature required - no overall rating necessary
Optional	D: Trainee comments
	B: Supervisor comments on the trainee's competence and skills
Not Required	C: Evaluation by users
	E: Supervisor's overall recommendation (only signature required)
	Practice Learning Portfolio
	Practice Learning Feedback Form
	Placement Resource Audit Form

Given the early stage of training, it may not be possible to provide feedback and evaluation on all competencies. Where no evaluation has yet been possible this should be noted but it would be helpful to provide feedback/evaluation wherever possible, even when the information is limited. Particular attention should be given to areas where there are any potential concerns or where the trainee will need to show an improvement by the end of the placement in order to reach a satisfactory level with regard to specific competencies. Each competency evaluated should be rated as pass/referral/fail to indicate clearly the trainee's current level of competence and thus facilitate appropriate planning for the rest of the placement. No overall placement rating is required as the assessment is formative rather than summative in nature. However, it would be helpful to remain aware that in the end of placement assessment, referral on two individual competencies would require a placement referral. Referral on three or more competencies, or failure on one, would require an overall placement failure. Further general guidance on the completion of the ECC form is available in section 8 of the Practice Learning Handbook.

We would suggest that in order to complete the first formative ECC form, it would be good practice to meet with the trainee for a review and exchange of feedback prior to the placement visit. The points arising from the review between supervisor and trainee can then be discussed with the trainee's manager at the visit, if appropriate.