

Role & Responsibilities

YOUR ROLE

As a **Rotation Supervisor** (*previously Advanced Training Supervisor*), you support a physician trainee during their rotation or term. You help them connect their learning goals to day-to-day professional activities in your setting.

YOUR RESPONSIBILITIES

When	What you do
Start of rotation/term	<ul style="list-style-type: none">✓ Discuss trainee’s goals✓ Help them complete rotation plan
During rotation/term	<ul style="list-style-type: none">✓ Offer professional learning opportunities✓ Provide informal feedback✓ Encourage completion of observation captures and learning captures.
End of rotation/term	<ul style="list-style-type: none">✓ Reflect on overall development and performance✓ Fill out and submit the progress report with the trainee

Assessment tools

ROTATION PLAN

Trainee and supervisor set learning goals at the start of the rotation.

→ Watch the [Rotation plan on demand video series](#) (20 mins)

OBSERVATION CAPTURE

Trainee is observed by an assessor completing a task. Assessor reflects and rates performance.

→ Watch the [Observation capture on demand video series](#) (22 mins)

LEARNING CAPTURE

Trainee logs a learning activity. Assessor feedback is optional.

→ Watch the [Learning capture on demand video series](#) (22 mins)

PROGRESS REPORTS

Trainee and supervisor review and rate overall performance over the rotation/term. Supervisor makes a **progression recommendation**.

→ Watch the [Progress reports on demand video series](#) (22 mins)

OTHER

Advanced training programs may have additional assessment tools, such as logbooks or case reports.

→ Check your programs [Learning, teaching and assessment program](#) to view all assessment requirements.

More Information & Support

WHAT YOU NEED TO KNOW

- The trainee will **bring learning goals to discuss** – these may be proposed, interpreted or based on the curriculum
- You can **suggest appropriate learning opportunities** to help meet the trainee's goals
- You are **not expected to act alone**. Practitioners within the training setting may also support the trainee’s development and participate in their assessments.
- Your ratings, comments and progression recommendation in the **progress report** helps inform the Progress Review Panel’s progression decision
- You will have a login to the **Training Management Platform (TMP)**, where you can view and complete assessments directly

HELPFUL RESOURCES

- [RACP Advanced Training curricula](#)
- [RACP curriculum training and support resources](#)
- [RACP Training Management Platform home page](#)
- TMP user instructional videos
 - [TMP overview guide](#)
 - [Rotation plan](#)
 - [Observation and learning capture](#)
- [New Curriculum training sessions](#)
- Contact: curriculum@racp.edu.au