Algorithm of training (submit Activity log excel every 6/12 for review)

- SEP Group: Formation of SEP small group, SEP Timetable for pre-approval
- SEP: Need Video tape whole process for random check
- Consultation Log for Competence: Consultation discussion regularly & opportunistically w supervisor
- Meet w supervisor: for discussion of Learning plans/Focus ⇒ Learning Portfolio (1) 1st 3 mths
- PMP: 1st visit within 1st 3 mth
- PERMIx: Regularly with 5 records every 3/12 and Report every 6 monthly
- CSR log with video: prepare > or = 4 video 6/12 (Encrypted video kept by trainee and submit when requested)

1-6 mth

- CAE and SDE targeted at Content Checklist competence
- Activity and Competence Case Log: update promptly after each activity above
- Elective: submit for pre-approval if needed
- Audit or Research: Topic and plan whole project, for Ethnics Committee Submission if needed
- PRCC: consider attendance
- Month 6: Submit Activity and Competence Case Log for review

7-12 mth

- Review Activity log and consultation log, esp in relation to progress and level of Competence acquired (in Content Checklist)
- Make Explicit learning plans/Learning portfolio to target on deficiency early if needed
- Month 7: Learning portfolio (2) according to learning plans and self interest + training progress
- Same as 1-6 mth (For SEP, CSR with log and video, PMP "mth 9, PERMIx, CAE & SDE, Audit/Research)
- Elective: Observe Progress
- Checkist VI: Health Care Service Management Analysis and Presentation: Prepare and schedule available
- Checklist IIIa Preventive Care with Health Education to Community: Plan +/- document
- Month 12: Submit Assessment by Supervisor annually
- Month 12: Submit Activity and Competence Case Log for review and ANNUAL checklist

13-18 mth

- Month 13: Review Activity log and consultation log, esp in relation to fulfilment of Competence required in Content Checklist.
- Month 13: Make Explicit learning plans and respective Learning portfolio (3) accordingly to self interest + training progress
- Same as 1-6 mth (For SEP, CSR with log and video, PMP ~mth 15, PERMIx, CAE & SDE, Audit/Research, Audit/Research)
- PRCC Consider attendance if Needed + Presentation for Audit/Research progress
- Module 8 of SEP Training and Education: need documentation of related activity
- Month 18: Submit Activity and Competence Case Log for review
- ~Month 18: Aware of Exit assessment application + requirement + Briefing on preparation

19-24 mth

- Month 19: Review Activity log and consultation log, esp in relation to fulfilment of Competence required
 in Content Checklist.
 Make Explicit learning plans to target on deficiency if needed
- Month 19: Make Explicit learning plans and respective Learning portfolio (4) accordingly to self interest + training progress
- Same as 1-6 mth (For SEP, CSR with log and video, PMP ~mth 21, PERMIX, CAE & SDE, Audit/Research)
- Prepare Exit examination according to requirement
- Month 24: Assessment by supervisor annually
- ~ Month 24: Submit Activity and Competence Case Log for review and ANNUAL checklist
- ~ Month 24: Application of completion of Higher Training

Competency need to Achieve with Process and Outcome listed

(From Content Check list I to VI, Structural Educational Program)

Content Checklist	SEP Module Equivalent	Process of Learning	Outcome: Competence demonstration mainly through Consultation (I, II, III) Others by activity log, certification, report, or Exam
I. Working with Families	1.Principles and Concept of working with Families	##Regular Consultation Skill Review CSR with Trainer using Video or Case discussion & Consultation Log on demonstrated competencies	**Consultation Log on demonstrated competence & ^^Consultation Skill Review Video ≥ 4 every 6 monthly
		SC: Structural courses tailored for higher trainee's learning need + targeted on building competence SDE	SC certification
	2.Family Interview & Counselling	## SC, SDE and CAE	** & ^^ SC certification
II. Individual Patient Care			Elective
IIA. Higher competency in		##	** & ^^
individual pt care		""	<u> </u>
IIB. Difficult Consultation	3a. Difficult Consultation	## SC like Motivational interviewing	** & ^^
	3b. Ethnical Dilemma (See Content Checklist IVB)	Refer IVB	Refer IVB
IIIA. Preventive Care	6a. Preventive Care	##	** & ^^ Health Education to Community (Need documentation)
IIIB-F. Pt with special needs: Elderly, women, child and adolescent	6b. Patient with Special needs	## SC	** & ^^ SC certification Elective
End of Life Care			

Mental Health		SDE and CAE	
IVA. Professional		Learning plans from	Feedback of Clinical
Development (include Self		Feedback of Clinical	Supervisors & Learning plan
Learning QA and		supervisor & self review	advice
		regularly & Learning	Learning Portfolio 6/12
		portfolio at least 6/12	
IVA. Critical Appraisal	5. Critical Appraisal	CAE	Competence shown in CAE
			log over wide range of types
			of articles
IVB. Ethincs	3b.Ethical Dilemma	<mark>##</mark>	
V. Quality Assurance and	4. Clinical Audit &		Exit Assessment: Audit OR
Audit	Research in FM		Research
VI. Health Care Service	7a. Health		Individual Presentation of
Management	Economics and		analysis of Health Care
			Needs & Suggested Mx of
			Near Clinic Vicinity
			Population
	7b. Advanced	Practice visit every 6/12	PMP x4
	Practice Mx	PERMIx regularly and	PERMIx x 3 – 4 report
		report every 6/12	+/- Practice Assessment in
			Exit Assessment
	8. Teaching &		Need Documentation
	Training		(training and education for
			Junior/ Team/ MS/ Intern)

^{**}Consultation Log on demonstrated competencies

^^Consultation Skill Review Video ≥ 4 every 6 monthly

##Regular Consultation Skill Review CSR with Trainer using Video or Case discussion

& Consultation Log to demonstrate competencies

SC: Structural courses tailored for higher trainees' learning needs and aim at build competence

SDE: Self Directed Education

CAE: Critical Appraisal Exercise

CSR: Consultation Skills Review

PMP: Practice Management Package

PERMIx: Medical Record Review including Investigation