



# Resident Medical Officer and Registrar Referee Report

You have been nominated by the below candidate to provide a reference for employment with WA Country Health Service. Please note that the information you provide may have bearing on the selection of a candidate into a position of trust and service to the WA community. We appreciate your time in completing all sections within this form.

## 1. Applicant Details and position applied

Candidate's Name			
Position Title			
Division / unit		Location	

## 2. Referee details

Referee Name		Phone Number	
Email address (business preferred)			

## 3. Referee knowledge of applicants

Which organisation or institution did you most recently work at together?	Name:			
What was the candidate's role at that time? <i>i.e. RMO PGY2, General Medicine</i>	Role title:			
	Level:		Discipline:	
Length of your association with this candidate?	Years:	Months:	Year ending:	
In what capacity was your association with candidate?	Line Manger	Supervisor	Other	please state:

## 4. Knowledge, Clinical Skills, and Performance

Based on the role described above, how do you assess the candidate's skills and performance during your time working together or in your capacity as their supervisor?	Ratings (Refer to Appendix A for scale meaning)				
	5 Consistently Exceeds	4 Often Exceeds	3 Meets	2 Below	1 Not Observed
4.1 <b>Patient Assessment &amp; Clinical Documentation:</b> Practitioner incorporates a problem-focused medical history and relevant physical exam, a valid differential diagnosis and/or summary of the patients' health and other relevant issues with clear documentation in the medical record.					
4.2 <b>Investigation &amp; Evidence-Based Decision Making:</b> Practitioner requests and accurately interprets common and relevant investigations using evidence-informed knowledge and principles of cost-effectiveness.					
4.3 <b>Diagnostic Reasoning &amp; Clinical Acumen:</b> Practitioner demonstrates the breadth of knowledge and acumen consistent with peers for their current level of experience and training.					
4.4 <b>Patient Safety:</b> Practitioner places the needs and safety of patients at the centre of the care process, working within statutory and regulatory requirements and guidelines. Demonstrates skills including, graded assertiveness, delegation and escalation, infection control and adverse event reporting.					
4.5 <b>Procedural Skills:</b> Practitioner performs at a standard consistent with peers for their current level of experience and training.					
4.6 <b>Clinical Knowledge:</b> Practitioner applies clinical knowledge and critical thinking, appropriate to their level of experience and training, to select and request					

diagnostic investigations, interpret results to inform patient management, and safely and efficiently prescribe or perform therapeutic interventions.	
<b>4.7 Application to Clinical Knowledge to Patient Management:</b> Practitioner applies clinical knowledge to prescribe and manage immediate treatments for deteriorating and critically unwell patients, including medications, fluids, electrolytes and blood products.	
<b>4.8 Emergency &amp; Trauma Care (if applicable):</b> Practitioner recognises, assesses, communicates, and escalates as required, and is competent in leading management of deteriorating and critically unwell patients at or above the level expected of their experience and training.	
<b>4.9 Situational Awareness of Limitations:</b> The practitioner is willing to seek appropriate consultation from other health professionals and escalate care when they have reached their limits of expertise and/or their resources.	
4.10 Are there any additional comments for “ <b>Knowledge, Clinical Skills, and Performance</b> ”?	

## 5. Professionalism, Ethical Conduct, and Integrity

Rate the candidate's capabilities into professionalism, ethical conduct, and integrity with regards to the following:	Ratings (Refer to Appendix A for scale meaning)				
	5 Consistently Exceeds	4 Often Exceeds	3 Meets	2 Below	1 Not Observed
5.1 <b>Confidentiality:</b> How well does this practitioner uphold patient confidentiality in accordance with professional standards?					
5.2 <b>Advocate:</b> How well does this practitioner promote the health of individuals and the community?					
5.3 <b>Introspection:</b> How well does this practitioner demonstrate self-awareness and self-reflections in line with professional expectations?					
5.4 <b>Self-management:</b> How effectively does this practitioner optimise personal wellbeing and professional practice, including responding to fatigue, and recognising and respecting their own limitations to mitigate risks associated with professional practice?					
5.5 <b>Professional Development:</b> How committed is this practitioner to keeping their skills and knowledge up to date?					
5.6 <b>Safe Workplace Culture:</b> How effectively does this practitioner contribute to safe and supportive work environments, including being aware of professional standards and institutional policies and processes regarding bullying, harassment, and discrimination for themselves and others?					
5.7 <b>Culturally Safe Practice:</b> How effectively does this practitioner critically evaluate cultural and clinical competencies to improve culturally safe practice and create culturally safe environments for Indigenous communities, and incorporate strategies into their learning plan to address any identified gaps in knowledge, skills, or behaviour that impact Aboriginal patient care?					
5.8 Are there any additional comments for “ <b>Professionalism, Ethical Conduct and Integrity</b> ”?					

## 6. Communication, Interpersonal and Collaboration

Rate the candidate's communication, interpersonal and collaboration skills capabilities with regards to the following:	Ratings (Refer to Appendix A for scale meaning)				
	5 Consistently Exceeds	4 Often Exceeds	3 Meets	2 Below	1 Not Observed

6.1 <b>Communication – Colleagues:</b> Practitioner uses clear and concise written and verbal communication skills to convey clinical findings and handover patient's care needs clearly to colleagues.	
6.2 <b>Communication – Patients:</b> Practitioner communicates sensitively and effectively with patients, their families/carers, applying the principles of shared-decision making and informed consent.	
6.3 <b>Interpersonal:</b> How effectively does the applicant establish and maintain positive relationships with mentors, colleagues, superiors, and patients?	
6.4 <b>Adaptability:</b> How adept is the applicant at adjusting their communication style when interacting with individuals from diverse backgrounds?	
6.5 <b>Teamwork:</b> How effectively does the applicant contribute to collaborate efforts within a team?	
6.6 Are there any additional comments for “ <b>Communication, Interpersonal and Collaboration</b> ”?	

## 7. Employability

8.1 Are you aware of any medical condition, mental or physical (including substance abuse or dependence) which might adversely affect the applicant's ability to practice medicine or dentistry competently and safely?	Yes	No	Unsure
8.2 Are you aware of any “active, current or decision made” formal complaints, disciplinary or legal action against the applicant?	Yes	No	Unsure
8.3 Would you have any reservations in rehiring this applicant if you had the opportunity?	Yes	No	Unsure
If yes, provide further information			
8.4 Would you have any reservations entrusting the clinical care of a family member to the applicant?	Yes	No	Unsure
8.5 What is your understanding of why the candidate left (or is leaving) your organisation? (Do not answer if Dr is still working in your organisation)			
8.6 If required, the prospective employer may wish to contact you for further information, are you happy for them to contact you?	Yes	No	
8.7 if requested, are you happy for the candidate to receive a copy of this reference?	Yes	No	
8.8 Are there any additional comments?			

## 8. Declaration

I hereby declare that the information provided is true, accurate, and reflective of my professional opinion. I have provided this reference based on my direct observations, interactions, and knowledge of the candidate, and I have made every effort to present a fair and unbiased assessment. I am aware that this report will be used for employment and professional purposes, and I stand by the information contained herein.

Referee Signature, HE# (WA Health staff), or digital signature:		Date:	
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## Appendix A

Scale	Rating	Description
5	Well above requirements	Applicant possesses exceptionally well-developed relevant skills and abilities, appropriate personal qualities and would perform at an excellent standard.
4	Exceeds requirements	Applicant possesses highly developed relevant skills and abilities, appropriate personal qualities and would perform consistently well.
3	Meets requirements	Applicant possesses relevant skills, abilities, appropriate personal qualities and would generally perform effectively.
2	Below requirements	Applicant possesses some skills, abilities, and personal qualities, but is limited on others, would require close supervision to perform the duties in relation to this criterion on a temporary basis.

1	Not Observed	Unable to comment on whether the applicant does or does not possess adequate skills, abilities, and personal qualities to perform the duties as I have not observed.
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