

## Feedback on Training Placement and Feedback on Training Programme Questionnaires

### Guidance on use

Training Programme Directors receive key information on the quality of placements and the training programme from trainees in order to deliver high quality training. To assist in this process the Faculty of Public Health have worked with the National Training Programme Directors Committee to develop forms in which to capture feedback on training placements and programmes.

The feedback on training placement and the feedback on training programme questionnaires have been created for training programmes to capture information that could appropriately improve the standards of training via Deanery quality management and quality control processes.

Both forms can be used as the basis of a standardised form of collation across all UK Deaneries. The questionnaires will be placed on FPH and Deanery websites and can be used by Deaneries and Training Programme Directors to collect trainees' feedback.

Trainees will be asked to fill in these forms at the end of each training placement (training placement form) and at the end of the training programme (training programme questionnaire) respectively and return them to the body (such as deanery, QM committee or others) appropriate to collect this information in your region<sup>1</sup>.

Trainees should complete the appropriate questionnaire upon or just before leaving the placement or training programme. Trainees are also encouraged to complete the questionnaire if they are conducting an interdeanery transfer.

Trainees are encouraged to discuss their responses and any resulting/remaining areas of concern with their Educational Supervisor and Training Programme Directors.

No individual/personal information from these forms will be fed back, but general messages will be reported to the channels in order to influence the practice of the Quality Management Committee.

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<sup>1</sup> For some regions the Training Programme Director (TPD) may receive this information directly or via other existing mechanisms. Trainees should agree with the local TPD who the appropriate recipient of this information will be.