



MULTI SOURCE FEEDBACK INTERPRETATION

The MSF reports for trainees are available on the school web site. The following information is suitable for FTPDs, ESs, and TFAs. Different information is available to each group dependent on level of access.

THE SUMMARY WARNINGS ARE AS FOLLOWS (FTPD):

Log in and select 'scores overview' from the 'multisource feedback' section of the web site (not accessible to ESs):

auto log off in 98:12 overview rater log in trainee log in **scores overview** view trainee report MSF FAQs

My account
HOME
Staff Admin
Site Admin
NYECFS guide
recruitment
training
educational supervision
assessment
multisource feedback
professional education
documents
trainee reps

MSF overview:

Location: [redacted] Year: 2010 Group: F1 Post: 1

report:

Name	S	R	Sc	1	2	3	4	5	6	7	8	9	10	11	12
[redacted]	✓	✗	13	4.5	4.4	4.5	4.3	4.5	4.2	4.5	4.5	4.5	4.5	4.6	4.
[redacted]	✓	✗	10	4.4	4.2	4.5	4.2	4.2	4.4	4.5	4.8	4.5	4.3	4.4	4.
[redacted]	✓	✓	11	4.0	4.1	4.4	4.3	4.1	4.1	4.1	4.1	4.1	4.0	4.6	4.
[redacted]	✓	✗	13	4.8	4.8	4.7	4.6	4.8	5.0	4.9	4.8	4.9	4.9	4.8	5.
[redacted]	✓	✗	13	4.7	4.6	5.0	4.6	4.8	4.9	4.7	4.9	5.1	5.1	5.1	5.
[redacted]	!	✓	5	3.0	2.5	2.8	3.0	2.8	2.0	3.3	3.0	3.2		4.4	3.
[redacted]	✓	✗	13	4.5	4.8	5.1	4.8	4.8	5.0	4.7	5.1	5.2	5.1	5.2	5.

1. Red backgrounds in column 'Sc' are shown where the number of raters completing a response is less than ten
2. Red backgrounds in columns '1' to '16' are shown where the miniPAT average is less than four
3. Red backgrounds in columns 'T1' to 'T4' are shown where the some concern (score 2) or serious concern (score 3) for each TAB domain
4. A red exclamation is shown where one or more of the following conditions are met:
 - a. number of raters is less than 10,
 - b. Average of ANY miniPAT domain score is less than 3.5
 - c. Any TAB score indicates serious concern

You can sort on any column by clicking on the header row (pale green). It will toggle between ascending and descending order.

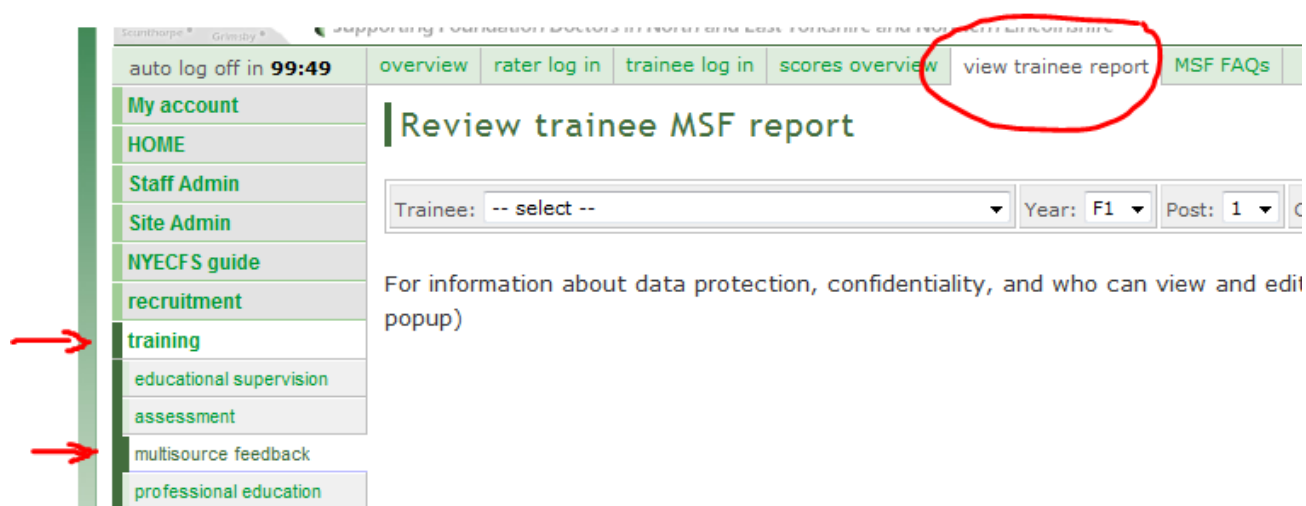
ACTIONS REQUIRED BY FTPD:

1. All records with red exclamations should be reviewed by the FTPD. These trainees will be required to repeat the MSF in the next post unless there is a technical error with the report: in some cases, raters selected serious concern to indicate no concern and vice versa. This will be obvious from the TAB comments (required if any level of concern is indicated). Please notify the School Manager in writing, with the explanation, of those with red exclamations who, in your opinion, DO NOT need to repeat the MSF.
2. You will conclude that some trainees with multiple red shaded boxes will be REQUIRED to repeat the MSF. These trainees should be advised in writing of this requirement and the School Manager notified.
3. You will conclude that some trainees with multiple red shaded boxes should be RECOMMENDED to repeat the MSF. These trainees should be advised in writing of this recommendation and the School Manager notified.

- It is possible that others may also have an unsatisfactory report not highlighted by the warnings (such as those with unbalanced groups (see below). These trainees should be advised in writing of this requirement and the School Manager notified.

REVIEWING THE RESULTS

Trainees have been advised that their ES can only see their MSF result if they have allocated their ES to their account (details in the FAQs on the school web site). Provided this has been done, ESs can review their trainees' reports by logging in AS STAFF and going to the 'view trainee report' tab of the multisource feedback section of the web site:



All trainees who have allocated them as their ES will be available in the drop down list. Once a trainee is selected, the MSF report is shown.

INTERPRETATION OF THE RESULTS (FTPD AND ES)

Most information regarding interpretation is available from the results section of the MSF overview page on the school web site. There MUST be a minimum of TEN responders. However, as the trainees were required to obtain reports from four groups, this is as follows:

- Group 1:
Doctors at ST1 or above – at least TWO and MUST include at least one Consultant (or GP), and preferably the Educational Supervisor.
- Group 2:
Senior Nurses – at least TWO: open to some interpretation as the nursing structure has all nurses on band 5 or above.
- Group 3:
Allied Health Professionals – at least TWO. I accept that in some clinical areas this is more challenging than others, so we should accept ONE, provided that the overall balance is still right and there are a minimum of ten responders.
- Group 4:
The national TAB required these to be admin staff. As admin staff are poor reporters within miniPAT, for NYECFS, during this evaluation, this has been replaced with Foundation doctors (who were otherwise excluded from being involved). Trainees were advised of this modification at the beginning of the round. However, this group MUST NOT dominate the report. If they do, such trainees may be required to repeat the MSF.

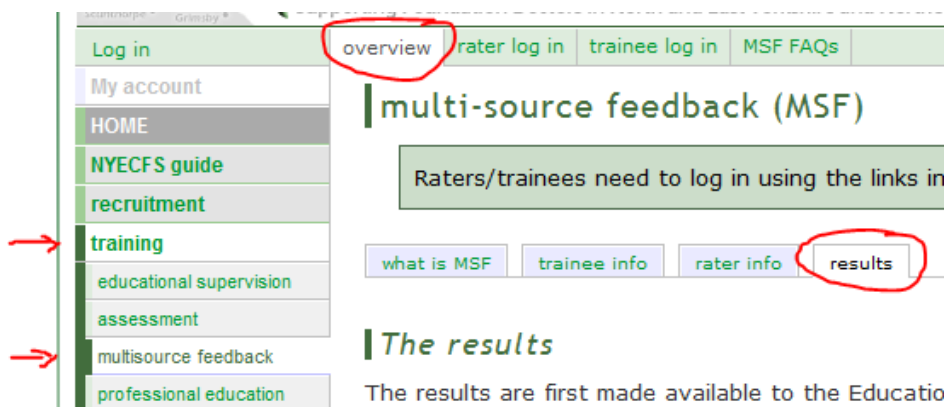


In this example, only one rater from Group 1 has completed the return. All groups will be shown where there are any respondents from that group.

The report can be viewed in its three components using the tabs shown (blue underling):



Advice on its interpretation is in the 'results' tab of the 'overview' page:



Finally, to release the result so the trainee can review it, follow the link indicated by the red ellipse. Please note this decision cannot be reversed. However, you will receive a confirmation prompt before it is actioned. In some cases ESs may prefer to meet with the trainee and discuss it before releasing it, particularly if there are any significant concerns. FTPDs also have the option to release results to trainees using the same link.



MULTISOURCE FEEDBACK KEY PAGES

The following pages may be useful when reviewing the MSF. They are shown in the most likely order of use.

- MSF Home page (accessible to all):
<http://www.nyecpgme.org.uk/foundation/MSF.asp>
 Includes general information and four tabs – ‘what is MSF’, ‘trainee info’, ‘rater info’, and ‘results’. The first and last are likely to be the most useful to ESs and FTPDs.
- MSF FAQs (accessible to all):
<http://www.nyecpgme.org.uk/foundation/MSFFAQ.asp>
 Commonly asked questions, including advice to trainees about rater selection. ‘reports’ tab likely to be the most relevant to ESs and FTPDs
- Staff Login:
<http://www.nyecpgme.org.uk/foundation/login.asp?userclass=Staff>
- MSF Overview report (accessible to FTPDs and TFAs):
<http://www.nyecpgme.org.uk/foundation/MSFadminoverview.asp>
- MSF Trainee report (accessible to FTPDs and ESs):
<http://www.nyecpgme.org.uk/foundation/MSFadminreview.asp>
 The report is in three sections (shown under three tabs). In the first tab, shown by default (‘miniPAT ratings’) is the link to reveal the report to the trainee.