# Leiðbeiningar fyrir handleiðara við skimun á ePortfolio sérnámsgrunnslæknis(SGL)/kandídats

Inga Sif Ólafsdóttir Yfirlæknir læknakandídata/SGL á LSH Formaður nefndar um sérnámsgrunn

Maí 2021

### Logga sig inn á ePortfolio (nhseportfolios.org) með notendanafni (**Username**) sem er eftirnafn ykkar og 4 tölustafir og lykilorði (**Password**) og klikka svo á **Log In**



Þá opnast forsíðan og námslæknir sem er skráður á viðkomandi handleiðara birtist. Ef ekki athugið hvort þið séuð að skoða undir réttu hlutverki (Select Role- Iceland Educational Supervisor)

ePortfolios	Dr Inga Sif Olafsdottir External Assessor
☆ Profile    Enter Ticket Code Outstanding Tickets My Filled Forms My Draft	Forms Help -
External Assessor Home	
Your account contains other roles. To access them, click your role in the header above.	
My Tickets To Complete	Pre-filled Details
You have no tickets to complete. This list is restricted to only display non-expired and non-declined tickets.	Assessor Name: Inga Sif Ólafsdóttir Assessor Designation / Job Title: Consultant / GP Principal (Clinical / Educational
😑 Enter Ticket Code	Supervisor)
I 10-digit Login Code	Belect Role
🕿 Go To Assessment	External Assessor 🗸
	Iceland Clinical Supervisor
	Iceland Educational Supervisor
	Physician Clinical Supervisor
	RCEM Clinical Supervisor
	Assessor Designation / Job Title:

- Hér er ég t.d. skráð sem
- "External Assessor" sem gerist allaf eftir að ég hef fyllt út matsblað fyrir einhvern námslækni sem ég er ekki handleiðari fyrir.

Og þá þarf að breyta því með því að ýta á örina og þá opnast felligluggi

#### Og velja Iceland Educational Supervisor



Þá opnast forsíðan og námslæknir sem er skráður er á viðkomandi handleiðara birtist. Til að fara inn á ePortfolio þess kandídats er klikkað á **View** 

A Profile - Reporting Traine	ees Help <del>-</del>					
Home						
Home Activity Recently A	Accessed Users					
Unread Messages 1	・ ③ 2 years ago			×		Search for
You got a new mes	ssage!				്റ്	a Trainee
Your Trainees				~	() Last l	ogged in <b>5 days ago</b>
🗌 Previous 🗹 Current 🗌 Fut	ture	earch Trainee Name		Q		
Trainee Name	Current Post					
Þorsteinn Björnsson ()	Kand - LSH – Landspitali Foundation Programme Jun 2021)	- Icelandic (15 Jun 2020 to 13		Q View -		
Freyr Anton Einarsson 3	Kand - LSH – Landspitali Foundation Programme Aug 2021)	- Icelandic (10 Feb 2020 to 08	A	Q View -		



# Og þá birtist þessi fellilisti



- Til að skoða öll matsblöð er gott að velja "All Forms"
- En ef fara á inn til að skoða afmarkaða hluti eins og þverfaglegt mat (TAB) er gott að fara í "Assessments (TAB)"
- Til að skoða hvort námslæknir á mikið af útistandandi matsblöðum er gott að skoða "Ticket Requests"

### All Forms

	• • Curriculum and PDP • Forms • Reflection •	Addl Achievements 🔻		
All Forms				
Select Year or Post:	Kand - LSH – Landspitali (15 Jun 2020 to 13 Jun 20	021)		~
Form Groups:	• 🞸 All Selected	¢	C Refresh	Q Search
	Existing Forms 13		🗅 Available Forms	
늘 Case Based Discussio	on (CBD) 🛙 🚺			+Create Ticket
Case Based Discus	sion (CBD) 18 Mar 2021 (Bakverkir sem að svara ekk	i meðferð) (Þóra Soffía Guð	mundsdóttir)	Q Open
🖨 Clinical Supervisor's	End of Placement Report 1			+ Create Ticket
Clinical Supervisor	's End of Placement Report (07 Apr 2021) (Þorsteinn	Bergmann)		Q Open
Combined Induction	Meeting with Clinical Supervisor & Initial Meetin	ng with Educational Super	visor 🔒 🚹	+ Create Ticket
Combined Induction Sif Hansdottir)	on Meeting with Clinical Supervisor & Initial Meeting	with Educational Supervisor	r (26 Oct 2020) (Dr	Q Open

 Þegar valið er "All Forms" þá opnast yfirlitsskjal fyrir ykkar námslækni og öll matsblöð hafa safnast á námsárinu undir flipanum Existing Forms og skrolla má niður til að skoða fleiri

### Ef þið ætlið að finna matsblað til að fylla út t.d. Skjal fyrir fund með námslækni er gott að fara í "Available Forms"

A Trainee Home	e - Curriculum and PDP - Forms - Ref	lection 👻 Addl Achievements 👻		<b>_</b> _=	♣) Close
All Forms					
Select Year or Post:	Kand - LSH – Landspitali (15 Jun 2020 to	13 Jun 2021)	/		~
Form Groups:	• 🛿 All Selected	🗘 🖉 Ref	resh	Q Search	
	Existing Forms 13		Available Fo	orms	
🕿 Case Based Discussio	on (CBD) 🚯 🕦			+ Create	Ticket
Case Based Discus	sion (CBD) 18 Mar 2021 (Bakverkir sem að s	svara ekki meðferð) (Þóra Soffía Guðmund	dsdóttir)	Q Open	ink 🕕
🖨 Clinical Supervisor's	End of Placement Report 1			+ Create	Ticket
Clinical Supervisor	's End of Placement Report (07 Apr 2021) (Þ	orsteinn Bergmann)		Q Open	ink 🕕
Combined Induction	Meeting with Clinical Supervisor & Initia	al Meeting with Educational Supervisor	0 1	+Create	Ticket
Combined Inductio	on Meeting with Clinical Supervisor & Initial	Meeting with Educational Supervisor (26	Oct 2020) (Dr	Q Open	ink 1
Combined Inductio	on Meeting with Clinical Supervisor & Initial	Meeting with Educational Supervisor (26	Oct 2020) (Dr		ink ①
Combined Induction	on Meeting with Clinical Supervisor & Initial	Meeting with Educational Supervisor (26) Rection - Addl Achievements -	Oct 2020) (Dr	Q Open Ø L	ink 1
Combined Induction	on Meeting with Clinical Supervisor & Initial	Meeting with Educational Supervisor (26 -	Oct 2020) (Dr	Q Open 8 L	nk 1) ♦) Close
Combined Inductio	on Meeting with Clinical Supervisor & Initial	Meeting with Educational Supervisor (26 Tection * Addi Achievements *	Oct 2020) (Dr	Q. Open / # L	ink 1
Combined Inductio	on Meeting with Clinical Supervisor & Initial se  Curriculum and PDP Forms Ref Kand - LSH – Landspitali (12 Oct 2020 to	Meeting with Educational Supervisor (26 Rection  Addl Achievements	Oct 2020) (Dr	Q Open ØL	nk () +) Close
Combined induction Sif Hansdottin Trainee Hom All Forms Select Year or Post: Form Groups:	on Meeting with Clinical Supervisor & Initial se • Curriculum and PDP • Forms • Ref Kand - LSH - Landspitali (12 Oct 2020 to • \$ All Selected	Meeting with Educational Supervisor (26 Rection  Addl Achievements  O Nov 2021)	oct 2020) (Dr	Q Open 2 L	ink 1
Combined induction Sif Hansdottin Trainee Hom All Forms Select Year or Post: Form Groups:	n Meeting with Clinical Supervisor & Initial •• Curriculum and PDP • Forms • Ref Kand - LSH – Landspitali (12 Oct 2020 to •	Meeting with Educational Supervisor (26 of Rection - Addl Achievements - 0 07 Nov 2021)	Doct 2020) (Dr resh	Q Open 2 L Q Search	ink 1
Combined induction Sif Hansdottin Trainee Hom All Forms Select Year or Post: Form Groups: Academic Supervisor	on Meeting with Clinical Supervisor & Initial         se • Curriculum and PDP • Forms • Ref         Kand - LSH - Landspitali (12 Oct 2020 to         • \$\screwthinksymbol{sector} All selected         Existing Forms       30         • Existing Forms       30	Meeting with Educational Supervisor (26 o Rection  Addl Achievements O7 Nov 2021)	oct 2020) (Dr resh	Q Open 2 L Q Search S 41 + Create 1	nk 1) +) Close
Combined induction Sif Hansdottin Trainee Hom All Forms Select Year or Post: Form Groups:  Academic Supervisor Academic Supervisor Academic Supervisor Academic Supervisor	n Meeting with Clinical Supervisor & initial e  Curriculum and PDP Forms Ref Kand - LSH - Landspitali (12 Oct 2020 to Selected Existing Forms (25) Find of Placement Meeting Form (1) initial Meeting Form (1)	Meeting with Educational Supervisor (26 of Rection • Addl Achievements • 0 07 Nov 2021) Ø Z Refe	esh	Q Open 2 L Q Search S C Creste 2 I + Creste 2 I T C	nk 1)  Close  icket
Combined induction  Sif Hansdottin  Trainee Hom  All Forms  Select Year or Post: Form Groups:  Academic Supervisor  Academic Supervisor  Academic Supervisor  Academic Supervisor  Academic Supervisor	An Meeting with Clinical Supervisor & Initial	Meeting with Educational Supervisor (26 of Rection - Addl Achievements - 0 07 Nov 2021)  © 27 Ref	resh	Q Open 2 L Q Search S C + Create 1 T + Create 1 T C C C C C C C C C C C C C C C	nk 1)
Combined Induction Sif Hansdottin Trainee Hom All Forms Select Year or Post: Form Groups: Academic Supervisor	An Meeting with Clinical Supervisor & Initial  An A - LSH - Landspitali (12 Oct 2020 to  An A - LSH - LANdspitali (12 Oct 2020 to  An A - LSH - LANdspitali (12 Oct 2020 to  An A - LSH - LANdspitali (12 Oct 2020 to  An A - LSH - LANdspitali	Meeting with Educational Supervisor (26 of Rection  Add Achievements O 07 Nov 2021)	esh	Q Open 2 C	nk 1) +) Close kicket
Combined induction Sif Hansdottin Trainee Hom All Forms Select Year or Post: Form Groups: Academic Supervisor	an Meeting with Clinical Supervisor & Initial         ae • Curriculum and PDP • Forms • Ref         Kand - LSH - Landspitali (12 Oct 2020 to         • • All Selected         Existing Forms 33         • End of Placement Meeting Form 1         • Initial Meeting Form 2         • Mid Placement Meeting Form 1         • Mid Placement Meeting Form 2         • Mid Placement Meeting Form 3	Meeting with Educational Supervisor (26 Rection  Addl Achievements O7 Nov 2021)	resh	Q Open 2 C C Open 2 C C Ceste C Search S C C Search S C S Search S C S S S S S S S S S S S S S S S S S S	nk 1) +) Close kitet
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Combined induction  If Hansdottin  Trainee Hom  All Forms  Select Year or Post: Form Groups:  Academic Supervisor Academic Supervisor Academic Supervisor Academic Supervisor ARCP outcome Form ARCP Supporting evic Case Based Discussic Cinical Supervisors I	An Meeting with Clinical Supervisor & initial Re Curriculum and PDP Forms Ref Kand - LSH - Landspitali (12 Oct 2020 to Control of Placement Meeting Form Control Placement Meeting Form Control Mid Placement Meeting Form Control Mid Placement Meeting Form Control Mid Placement Meeting Form Control Control of Placement Meeting Form Control Control of Placement Report	Meeting with Educational Supervisor (26 - Rection - Addl Achievements - 0 07 Nov 2021)	resh C Available Form	Q Open 2 L Q Search S (1) + Creste 11 + Creste 11	nk 1) +> Close kkee kkee kkee kkee kkee kkee kkee k
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Og þá opnast nýr valgluggi og þar getið þið opnað matsblöð sem þið viljið gera. T.d. Matsblað í fyrsta viðtali:

#### **Combined Induction Meeting with....** Og þar veljið þið **"Create**" og þá opnast það matsblað sem þið fyllið út.

Almennar leiðbeingar fyrir skimun á ePortfolio

- Við skimun á ePortfolio er best að fara eftir Gátlistanum
  - <u>https://www.landspitali.is/library/Sameiginlegar-skrar/Gagnasafn/Visindi-og-menntun/Menntun/Laeknakandidatar/2019/Gatlisti-Skilyrdi fyrir vidurkenningu kandidatsari.pdf</u>og skoða
  - 1. eru eftirtalin matsblöð hjá námslækni í ePortfolio
  - 2. Skoða matsblaðið og sjá hvort þar séu athugasemdir sem skoða þarf betur með námslækni
  - 3. athuga að matsblöð séu tengd á viðeigandi hátt (hámark er að tengja hvert matsblað við 4-6 atriði)

#### 7 MCR ≓ → Close ( 🖂 ) 🖀 Trainee Home 👻 Curriculum and PDP 👻 Forms 👻 Reflection 👻 Addl Achievements 👻 Multiple Consultant Report (MCR) 6 Ticket **6** + G Multiple Consultant Report (MCR) (19 Apr 2021) (Sunna Kristín Hannesdóttir) Q Open P Link 6 B Multiple Consultant Report (MCR) (19 Mar 2021) (Dr Margrét Birna Andrésdóttir) Q Open 🛛 🔗 Link 🔞 Multiple Consultant Report (MCR) (10 Mar 2021) (Dr. Fjolnir Elvarsson) Q Open 🔗 Link 🕤 Multiple Consultant Report (MCR) (16 Feb 2021) (Dr Vilhelmína Haraldsdóttir) Q Open 🔗 Link 🕢 Multiple Consultant Report (MCR) (03 Feb 2021) (Vilhjálmur Ari Arason) Q Open 🔗 Link (3) Multiple Consultant Report (MCR) (15 Nov 2020) (Sindri Valdimarsson) 🔍 Open 🛛 🔗 Link 👍

 Námslæknar eiga að safna a.m.k. 7 MCR frá sérfæðilæknum á spítalamánuðum námsársins og mikilvægt að slíkt sé dreift jafnt yfir námsárið (u.þ.b. eitt á mánuði)

### TAB (Team Assessment Behavior) = pverfaglegt mat

PDP 🔻	Forms Teflection The Addl Achievements	_
	All Forms	
	Assessments (TAB)	_
	Assessments (Core Procedures)	
dspitali	Supervised Learning Events (SLEs)	
	Supervisor Forms	
E .	Progression/Foundation ARCP	
_	Target Timeline	
63	Ticket Requests	

- Best er að fara í flipann "Forms" og velja "Assessments (TAB)"
- Þar sést efst "Self TAB" sem námslæknir hefur gert sjálfur og skoða má með því að velja "View"

*	- Trainee Home + Curriculum and PDP + Forms + Reflection +	Addl Achievements 🕶	Close
Assessr	nents (TAB)		
Team Assess	nent Behaviour (TAB)		Read More
Self TAB			Read More
Select a post :	Kand - LSH – Landspitali (15 Jun 2020 to 13 Jun 2021) 💙		
Self TAB			
	Created On	Status	<u> </u>
Self TAB	22/06/2020	Complete	Q View

# Þverfaglegt mat (TAB)

The TAB is COMPLETE								
Category	Min	Max	Completed	Assess	Ticket Code	Created On	Status	
Consultant / GP Principal	2		2	Ragnar Bjarni Grímsson, Educationar a povisor	mffkay6gzf	09/07/2020	Complete	Q View
(Clinical / Educational				Laufey Ýr Sigurðardóttir, Clinical Supervisor	4mx8a73yy8	27/07/2020	Complete	Q View
Supervisor) 😈				Margrét Dís Óskarsdóttir, Consultant / GP Principal (Clinical / Educational Supervisor)	96z2x8k39e	15/07/2020	Outstanding	I More
				Margrét Dís Óskarsdóttir, Consultant / GP Principal (Clinical / Educational Supervisor)	3w6nc32ja9	15/07/2020	Outstanding	📼 More
Doctors (more senior than	1		2	Viktoría Hróbjartsdóttir, SpR/ST3+	7332jph7rs	16/07/2020	Complete	Q View
F2) 🕚				Sara Magnea Arnarsdóttir, SpR/ST3+	9sjny8yq4w	24/07/2020	Complete	Q View
Senior Nurse (Band 5+) 🚯	2		4	Fjóla Helgadóttir, Practice Nurse	26bbh7m84g	09/07/2020	Complete	Q View
				Þórdís Gerður Jónsdóttir, Other Nurse	wf9nn5d32e	24/07/2020	Complete	Q View
				Guðrún Þóra Björnsdóttir, Sister / Charge Nurse	n3d2363e85	29/07/2020	Complete	Q View
				Pálína Hugrún, Practice Nurse	pbe96g4254	02/08/2020	Complete	Q View
				Sandra Heiðarsdóttir, Senior Nurse (Band 5+)	wqsc927gzx	09/07/2020	Outstanding	🖴 More
				Carina, Senior Nurse (Band 5+)	mrs6d79m5x	02/08/2020	Outstanding	🖴 More
Allied Healthcare	2		2	Helga Liv Gísladóttir, Healthcare Assistant	a8ry3dwg24	23/07/2020	Complete	Q View
Professional / Additional				Sigríður Evelyn, Healthcare Assistant	2x5726tb24	02/08/2020	Complete	Q View
commenders o				Ritari barnadeild, Allied Healthcare Professional / Additional team members	ygq4s522gw	02/08/2020	Outstanding	🖾 More
Foundation Doctor 🚯	0	2	0	No Tickets or Forms have been created for / by this group of Asses	sors			
Pharmacist 🕚	0	-	0	No Tickets or Forms have been created for / by this group of Asses	sors			
Other (none of the above)	0		0	Finnbogi Ómarsson, Deildarlæknir	8y7y5qt865	21/07/2020	Outstanding	E More

10 Tabs in total are complete	(10 ticketed / 0 non-ticketed). There are 6 of	utstanding tickets.	
Create a ticket for the TA	В		
Assessor Role	Please Select	~	
Assessor Name			
Assessor Email			
Comments			
	Add		
Summary TAB			
The Summary TAB will appear h	nere when available.		
		State	¥
Summary TAB		Not Released	+ Create

Hér sést dæmi um fullgert TAB (COMPLETE)

Námslæknir er með 10 eða fleiri matsblöð frá tilskyldum starfsstéttum og engar alvarlegar athugasemdir (þríhyrningar)

 Skoða má hvert matsblað með því að velja "View"

Næst er að gera samantektarblaðið sem er neðst á síðunni **Summary TAB** og veljið "**Create**" er rétt að gera það nú (sjá leiðbeiningar á heimasíðu kandídata)

# Summary TAB



- Hér sést dæmi um námslækni sem hefur fengið fullnægjandi frá öllum samstarfsmönnum en námslæknir sjálfur hefur metið sig með "Some Concern" í Verbal Communication skills
- Handleiðari klárar svo að fylla út skjalið og merkja sem "release Summary to Trainee" ef engin atriði eru þar sem þarf að ræða við námslækni.

## 7 Mini-CEX

PDP 👻	Forms 🔻	Reflection •	Addl Achieve	ments
	All Forn	15		-
	Assessr	nents (TAB)		
	Assessr	nents (Core Pr	ocedures)	
dspitali	Supervi	sed Learning B	Events (SLEs)	
	Supervi	sor Forms		
ł.	Progres	sion/Foundati	on ARCP	¢
	Target 1	Timeline		
63	Ticket R	equests		

	1			
	🖀 Trainee Home 👻 Curriculum and PDP 👻 Forms 👻 Reflection 👻 Addl Astronometers	•		
<b>=</b> N	Mini-clinical evaluation exercise (mini-CEX) 🛛 💿		+ Create	Ticket
E	Mini-clinical evaluation exercise (mini-CEX) 03 May 2021 (Yfirferð á lyfjalistum sjúklinga) (Ev María Pálsdóttir)	ra	<b>Q</b> Open	S Link
E	Mini-clinical evaluation exercise (mini-CEX) 26 Apr 2021 (Klínískt mat á erysipelas á fótlegg. (Helga Björk Brynjarsdóttir)	)	<b>Q</b> Open	S Link
E	Mini-clinical evaluation exercise (mini-CEX) 18 Apr 2021 (Ökkla- og fótaskoðun.) (Kristján To Örnólfsson)	orfi	<b>Q</b> Open	PLink 8
E	Mini-clinical evaluation exercise (mini-CEX) 13 Mar 2021 (Komunóta) (Alexander Illarionov)		Q Open	PLink 👩
E	Mini-clinical evaluation exercise (mini-CEX) 16 Feb 2021 (Skoðun á kvið sjúklings á krabbameinsdeild) (Dr Vilhelmína Haraldsdóttir)		<b>Q</b> Open	PLink 2
E	Mini-clinical evaluation exercise (mini-CEX) 12 Nov 2020 (Dagáll á Barnadeild) (Urður Jónsder)	óttir)	Q Open	PLink 3
E	Mini-clinical evaluation exercise (mini-CEX) 28 Oct 2020 (Útskriftanotu/Lækarbréf) (Jens Geo Waagsbo Stensrud)	org	<b>Q</b> Open	S Link
E	Mini-clinical evaluation exercise (mini-CEX) 10 Sep 2020 (Líkamsskoðun) (Tryggvi Baldursso	n)	<b>Q</b> Open	PLink 3
E	Mini-clinical evaluation exercise (mini-CEX) 31 Aug 2020 (Fara yfir samskiptaseðil) (Ansgar Bruno Jones)		<b>Q</b> Open	P Link

•	Hér er best að fara aftur í
	"Forms" og velja "All
	<b>Forms"</b> og skrolla niður
	að MiniCEX
	matsblöðunum

- Námslæknar eiga að safna a.m.k. 7 MiniCEX
  - 3 um líkamsskoðun
  - 3 um klíníska skráningu
  - 1 um yfirferð og endurmat á lyfjalista

### Rétt er að skoða sérhvert matsblað og sjá hvaða endurgjöf námslæknir hefur fengið með því að velja Open

A Trainee Home ▼ Curriculum and PDP ▼ Forms ▼ Reflection ▼ Addl Achievements ▼		<ul> <li>Þá opnast</li> </ul>
📛 Mini-clinical evaluation exercise (mini-CEX) 🛈 😰	+ Create Ticket	
Mini-clinical evaluation exercise (mini-CEX) 03 May 2021 (Yfirferð á lyfjalistum sjúklinga) (Eva María Pálsdóttir)	Q Open & Link 🕄	matchlaðið og hægt
Mini-clinical evaluation exercise (mini-CEX) 26 Apr 2021 (Klíniskt mat á erysipelas á fótlegg.) (Helga Björk Brynjarsdóttir)	Q Open	matsbiablo og nægt
Mini-clinical evaluation exercise (mini-CEX) 18 Apr 2021 (Ökkla- og fótaskoðun.) (Kristján Torfi Örnólfsson)	Q Open	er að siá hvaða
Mini-clinical evaluation exercise (mini-CEX) 13 Mar 2021 (Komunóta) (Alexander Illarionov)	Q Open & Link 6	er de sja mada
Mini-clinical evaluation exercise (mini-CEX) 16 Feb 2021 (Skoðun á kvið sjúklings á krabbameinsdeild) (Dr Vilhelmína Haraldsdóttir)	Q Open	endurgiöf
Mini-clinical evaluation exercise (mini-CEX) 12 Nov 2020 (Dagáll á Barnadeild) (Urður Jónsdótt	cir) Q Open P Link	chaargjor
Mini-clinical evaluation exercise (mini-CEX) 28 Oct 2020 (Útskriftanotu/Lækarbréf) (jens Georg Waagsbo Stensrud)	Q Open & Link	námslæknir fær og
Mini-clinical evaluation exercise (mini-CEX) 10 Sep 2020 (Likamsskoðun) (Tryggvi Baldursson)	Q Open & Link 3	nanisia.kini iai ug
Mini-clinical evaluation exercise (mini-CEX) 31 Aug 2020 (Fara yfir samskiptaseðil) (Ansgar Bruno Jones)	Q. Open 🖉 Link 🕢	hyaða
	√	IIVaUa
Feedback based on the behaviours observed.		* * / 1
The trainer should focus on those areas performed well and also identify areas for development		adgerdaraæltun
sá um að skoða sjúklinginn og meta útbreiðslu sýkingarinnar. Hann var mjög nákvæmi öðrum teiknum t.d. lymphangitis. Undirrituð og smitsjúkdómalæknir fylgdust með.	ur, teiknaði línur kringum roðann og mi	ssti ekki af nýtilkomnum roða og
,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		(Agreed action) var
Agreed action:	K	(Agreed detion) var
Nákvæmur, þekkir vel teiknin sem verið er að leita að. Lagði upp gott plan sem við vorum sam	nmála.	ráðlögð
		laulugu

#### Reflection:

The doctor should reflect on this learning event.

Reflective notes can be recorded in the above text box area or a separate, structured reflective log linked to this SLE can be created. The option to create a linked reflective log will be presented upon completion / ticketing of this form.

### Rétt er að skoða hvernig námslæknir er að tengja matsblöðin við marklýsinguna með því að velja "**Link**" við matsblaðið

Trainee Home * Curriculum and PUP * Forms * Reflection * Addi Achievements *      Direct Observation Of Procedural Skills (DOPS) ③ ③	+ Create Ticket
Direct Observation Of Procedural Skills (DOPS) 28 Apr 2021 (Take blood analysis) (Olga Chumikova)	Q Open & Link 2
Direct Observation Of Procedural Skills (DOPS) 26 Apr 2021 (Bláæðastunga) (Katrín Viðarsdóttir)	Q Open 🔗 Link 🚯
Direct Observation Of Procedural Skills (DOPS) 10 Mar 2021 (Slagæðablóðgas) (Kristján Orri Víðisson)	Q Open
Direct Observation Of Procedural Skills (DOPS) 11 Feb 2021 (Cardioversion) (Rasmus Strandmark)	Q Open
Direct Observation Of Procedural Skills (DOPS) 02 Feb 2021 (Blóðræktun) (María Kristjánsdóttir)	Q Open
Direct Observation Of Procedural Skills (DOPS) 22 Dec 2020 (Uppsetning byagleggs) (borgerður Anja Snæbjörnsdóttir)	Q Open de Link
Direct Observation Of Procedural Skills (DOPS) 09 Oct 2020 (Hjartalínurit) (Teresa Tinna Rikharðsdóttir)	Q Open
Direct Observation Of Procedural Skills (DOPS) 08 Oct 2020 (Uppsetning á bláæðalegg) (Arna Borg Einarsdóttir)	Q Open & Link 3
Direct Observation Of Procedural Skills (DOPS) 03 Sep 2020 (Blokkdeyfing å tå og fjarlæging å nögl) (Einar Thor Thorarinsson)	Q Open Ø Link

Associate your form			×
	Add Links	Existing Links 4	
Existing Links For: Direct Viðarsdóttir)	t Observation Of Procedural Skills ([	OPS) 26 Apr 2021 (Bláæðastunga) (Katrín	Q View
Curriculum Item	12.1 Venepuncture		Q View
Curriculum Item	7.8 Infection control and hygiene		Q View
Curriculum Item	6.2 Evidence, guidelines, care prote	ocols and research	Q View
Curriculum Item	2.5 Consent		Q View

Þá opnast gluggi og valið er **"Existing Links"** má sjá hvað námslæknir hefur tengt við þetta inngrip

# Ígrundanir (Reflective practice)

- Allir námslæknar gera amk 2 ígrundanir sem þau deila með handleiðara.
- Miklvægt að handleiðari ræði ígrundanir við námslækni og spyrji:
  - Hvað lærðir þú af þessu tilfelli/atviki
  - Hvernig getur þú/við unnið með lærdómspunktana og gert aðgerðaráætlun (action plan)/ framvinduáætlun Personal Development Plan)
- İgrundanir (reflective) practice) er mikilvæg leið til að læknar læri af reynslunni, öðlist betri innsýn og læri af öðrum. Mikilvægt er að ígrundanir séu ekki bara á neikvæð atriði og gott að hvetja námslækna til að gera bæði ígrundun í tengslum við klíníska vinnu en einnig á atriði er tengjast fagmennsku

# Til að skoða **ígrundanir námslæknis** (Reflective Practice) er klikkað á **Reflection** og svo klikkað á **Reflective practice**

A Trainee Hom	ne • Curriculum and PDP • Forms •	Reflection  Addl Achievements			
eflective Pra	actice <sup>0</sup>	Reflective Practice Self Appraisals			
Select Year or Post:	Kand - LSH – Landspitali (15 Jun 2	020 to 13 Jun 2021)			~
				Q Search	
	Existing Forms (5)		🗋 Available Forms		
Reflection 5				3 + Create	Ticket
Reflection (25 Apr	2021) Næturvaktir á Hringbraut 🛩 se	If Entered		Q Open	8 Link 6
Reflection (25 Apr	2021) Viðvera á nýrnadeild 12E 22/02	-05/03 + Self Entered		Q Open	8 Link 🗿
Reflection (25 Apr	2021) Viðvera á Krabbameinsdeild 11	E 08/02-12/02 Celf Entered		Q Open	8 Link 🗿
				0.0	
Reflection (24 Apr	2021) Hótun sjúklings á bráðamóttök	U Contract Self Entered		Q Open	

 Lágmarkskröfur er að námslæknir geri ígrundanir um 2 tilfelli/atburði sem hann deilir (File status shared) með handleiðara. Námslæknir getur valið að gera fleiri ígrundanir og haft sem private og þá sjá engir aðrir en hann sjálfur þessar ígrundanir.

### Eru fundir með handleiðara skráðir í ePortfolio – gott er að skoða það undir flipanum **Forms** og velja **Supervisor Forms**

🖌 🕋 Trainee Home 👻 Curriculum and PDP 👻	Forms 🔻 Reflection 👻 Addl Achievements 👻		
Rund - ESH - Eurospitali	All Forms		
	Assessments (TAB)		Q Search
	Assessments (Core Procedures)		
Existing Forms 13	Supervised Learning Events (SUEA) Supervisor Forms	🗅 Available Forms	
Clinical Conomicania End of Discoment Departs	Progression/Foundation ARCP		
Clinical supervisor's End of Placement Report	Target Timeline		+ Create
Clinical Supervisor's End of Placement Report	Ticket Requests		Q Open 🔗 Link 🕖
Combined Induction Meeting with Clinical Super-	rvisor & Initial Meeting with Educational Sup	ervisor 🕄 🕦	+ Create
Combined Induction Meeting with Clinical Super (Steinunn Jönsdöttir)  Content of Steif Entered	rvisor & Initial Meeting with Educational Supervi	sor (22 Oct 2020)	Q Open 🖉 Link 👩
🖨 Educational Supervisor's End of Year Report	0		+ Create Ticket
Educational Supervisor's End of Year Report (10)	May 2021) (Steinunn Jónsdóttir)		Q Open 🔗 Link 🕕
Induction Meeting with Clinical Supervisor 0			+ Create Ticket
Induction Meeting with Clinical Supervisor (18 J	un 2020) (Steinar Björnsson) 🖌 Self Entered		Q Open 🔗 Link 🔞
🛏 Mid-placement review 🕄 1			+ Create Ticket
Mid-placement review (27 Aug 2020) (Steinar B)	örnsson) 🕂 Self Entered		Q Open 🖉 Link (4)
🛏 Mid-year Review 🖲 🚺			+ Create Ticket
🖹 Mid-year Review (11 Dec 2020) (Dr Inga Sif Olaf	sdottir)		Cran & Link 4

 Ef matsblöð eru "Self Entered" biðjum við handleiðara að fara inn á matsblöðin og samþykkja þau (sjá leiðbeiningar á heimasíðu) Fyrsti fundur:

- Combined Induction
   Meeting with Clinical
   Supervisor & Initial
   meeting with Educational
   Supervisor
- Fundi um miðbik námstímans, eða aðra fundi, má að skrá undir
  - Mid-placement review
  - Lokafundur:
    - Educational Supervisior's End of Year Report

### DOPS

PDP 👻	Forms - Reflection - Addl Achievements -		
	All Forms		<ul> <li>Hér er best að fara aftur í "Forms" og velia. All Forme" og skrolla piður að</li> </ul>
	Assessments (TAB) Assessments (Core Procedures)		<b>DOPS</b> matsblöðunum
dspitali	Supervised Learning Events (SLEs) Supervisor Forms Progression/Foundation ARCP		<ul> <li>Lágmarkskröfur fyrir DOPS eru 5 matsblöð, með eitt fyrir hvert af eftirfarandi:</li> </ul>
63			<ul> <li>1) Blóðræktun</li> </ul>
			<ul> <li>2) Uppsetning á bláæðalegg</li> </ul>
	Traince Home • Curriculum and PDP • Forms • Fallering • Add Achievements •		<ul> <li>3) Blóðprufutaka</li> </ul>
	Direct Observation Of Procedural Skills (DOPS) @ 19     Direct Observation Of Procedural Skills (DOPS) 28 Apr 2021 (Take blood analysis) (Olga Chumikova)	Create Incket	<ul> <li>4) Blóðslagæðasýnataka</li> </ul>
	Direct Observation Of Procedural Skills (DOPS) 26 Apr 2021 (Bláæðastunga) (Katrín Víðarsdóttir)	Q Open & Link 4	
	Direct Observation Of Procedural Skills (DOPS) 10 Mar 2021 (Slagæðablóðgas) (Kristján Orri Víðisson)	Q Open	<ul> <li>5) Uppsetning á byaglegg (konu eða</li> </ul>
	Direct Observation Of Procedural Skills (DOPS) 11 Feb 2021 (Cardioversion) (Rasmus Strandmark)	Q Open	karl)
	Direct Observation Of Procedural Skills (DOPS) 02 Feb 2021 (Blóðræktun) (María Kristjánsdóttir)	Q Open	Kally
	🔒 Direct Observation Of Procedural Skills (DOPS) 22 Dec 2020 (Uppsetning þvagleggs) (Þorgerður Anja Snæbjörnsdóttir)	Q Open 🖉 Link 🚳	
	Direct Observation Of Procedural Skills (DOPS) 09 Oct 2020 (Hjartalinurit) (Teresa Tinna Rikharðsdóttir)	Q Open 🖉 Link 🕗	
	Direct Observation Of Procedural Skills (DOPS) 08 Oct 2020 (Uppsetning à blàæðalegg) (Arna Borg Einarsdóttir)	Q Open Ø Link 3	<ul> <li>Fá á 2 DOPS tilviðbótar á heilsugæslu</li> </ul>
	Dress Guess readers or in the uniter skills (DUPs) us sep 2020 (blockweyning a talog i janlæging a flögi) (Elhar flör Thorarinsson)		og eru námslæknar hvattir til að safna fleiri DOPS fyrir önnur inngrip á námsárinu

# Rétt er að skoða hvernig námslæknir er að tengja matsblöðin við marklýsinguna "Link"

	4 Tarian II	— 🗈 📼 君 🕫 Close
<b>B</b> (		
		+ create
6	Direct Observation Of Procedural Skills (DOPS) 28 Apr 2021 (Take blood analysis) (Olga Chumikova)	Q Open & Link 2
6	Direct Observation Of Procedural Skills (DOPS) 26 Apr 2021 (Bláæðastunga) (Katrín Viðarsdóttir)	Q Open 🔗 Link (4)
E	Direct Observation Of Procedural Skills (DOPS) 10 Mar 2021 (Slagæðablóðgas) (Kristján Orri Víðisson)	Q Open 🖉 Link 🌖
6	Direct Observation Of Procedural Skills (DOPS) 11 Feb 2021 (Cardioversion) (Rasmus Strandmark)	Q Open 🖉 Link 🌀
6	Direct Observation Of Procedural Skills (DOPS) 02 Feb 2021 (Blóðræktun) (María Kristjánsdóttir)	Q Open 🔗 Link 🕥
6	Direct Observation Of Procedural Skills (DOPS) 22 Dec 2020 (Uppsetning þvagleggs) (Þorgerður Anja Snæbjörnsdóttir)	Q Open 🔗 Link 🚯
6	Direct Observation Of Procedural Skills (DOPS) 09 Oct 2020 (Hjartalínurit) (Teresa Tinna Rikharðsdöttir)	Q Open & Link 2
6	Direct Observation Of Procedural Skills (DOPS) 08 Oct 2020 (Uppsetning á bláæðalegg) (Arna Borg Einarsdóttir)	Q Open de Link 3
6	) Direct Observation Of Procedural Skills (DOPS) 03 Sep 2020 (Blokkdeyfing å tå og fjarlæging å nögl) (Einar Thor Thorarinsson)	Q Open S Link 3

Associate your form	n		×
	Add Links	Existing Links (4)	
Existing Links For: Dir Viðarsdóttir)	ect Observation Of Procedural Skills ([	OPS) 26 Apr 2021 (Bláæðastunga) (Katrín	Q View
Curriculum Item	12.1 Venepuncture		Q View
Curriculum Item	7.8 Infection control and hygiene		<b>Q</b> View
Curriculum Item	6.2 Evidence, guidelines, care proto	ocols and research	Q View
Curriculum Item	2.5 Consent		Q View

 Þá opnast gluggi og valið er "Existing Links" má sjá hvað námslæknir hefur tengt við þetta inngrip Í lok sérnámsgrunnsárs (SG) þarf handleiðari (Educational Supervisor) að staðfesta færni SGL í ólíkum meginköflum marklýsingarinnar

- 1. Fara inn á "Curriculum and PDP" ofarlega fyrir miðjum skjá á gráa borðanum
- 2. Þá opnast fellilisti og þar er valið "Iceland Training Programme..."
- 3. Þá birtast allir undirkaflar marklýsingar og þarf þá að velja "Expand All"



- 4. Fara í "Rate" við hvern meginkafla í marklýsingunni (alls 12 kaflar)
- 5. velja undir fellilistanum við Rating hvort SGL hafi uppfyllt þennan meginkafla í marklýsingunni og velja eitt af eftirfarandi
  - Blank (ef ekkert er er tengt við matsatriðið)
  - Not Achieved
  - Some Experience
  - Achieved
- 6. Velja "Save"
- Þetta byggir á hve vel SGL hefur linkað matsblöð við þennan meginkafla og til að fá Achieved þarf að hafa fleiri en eina tegund matsblaða tengd við undirkaflana (sjá útskýringar á næstu glærum.

				Dr Inga Sif ( Iceland Programm	Diafsdottir e Director	<b>Q</b> -
	sinee Home + Curriculum and PDP + Forms +	Reflection - Addl Achievements	•	(		≓ 🕫 Close
Iceland T	raining Programme (Fl	P Curriculum 201	12 (up	dated for Augu	st 2015	5))
Icelandic Foundat	on Programme (15 Jun 2020 to 13 Jun 2021)					
Iceland Curriculu	m Syllabus 🜖					Collapse All
Professional Cap	abilities	Trainee Rating	Ed Sup Rating	Overall Ed Sup Rating	Evidence	
🖿 1 Professionali	am	(0/6)	1 (018)	· · ·	8 links	
1 Profession	alism				🖋 Rate	🕜 Link
1.1 Behavior	ir in the workplace 🕚				🖋 Rate	🔗 Link
🔗 Clinical S	upervisor's End of Placement Report (08 Oct 20)	20) (Tryggvi Baldursson)				Q View
& Induction	Meeting with Clinical Supervisor (18 Jun 2020)	(Tryggvi Baldursson)				Q View
1.2 Time ma	nagement 🜒				🖋 Rate	🔗 Link
🔗 Case Bas	ed Discussion (CBD) 09 Jul 2020 (Geðviðtal) (Try	ggvi Baldursson)				Q View
1.3 Continui	y of Care 🟮				🖋 Rate	🕜 Link
A		10.11				Q View
mpetency D	etails					Q View
						8
FP Curriculum	2012 (updated for August 20	)15)				1
🖿 1 Professi	onalism					
1 Profe	ssionalism					



- Hér er dæmi um Meginkafla þar sem SGL/Kandíat hefur lokið við að meta undirkaflana og
- Handleiðari og hafa lokið við að meta alla undirkafla og meginkafla

A Truinee Home + Curriculum and PDP + Forms + Reflec	tion - Addl Achievements -		<u> </u>	<b>Z Z P C</b>
P Curriculum 2012 (updated for A elandic Foundation Programme (15 Jun 2020 to 13 Jun 2021)	ugust 2015) <sup>()</sup>			
eland Curriculum Syllabus				Expand
rofessional Capabilities	Trainee Rating	Supervisor Rating	Overall Supervisor Rating	Evidence
1 Professionalism	<b>G</b> (6/6)	<b>G</b> (6/6)	Fully met 🗸 🌀	22 links
2 Relationship and communication	(6/6)	6 (6/6)	Fully met 🗸 🌀	23 links
3 Safety and clinical governance	(2/3)	<b>G</b> (3/3)	Partially met 🗸 🔺	4 links
4 Ethical and legal issues	(3/4)	(3/4)	Fully met 🗸 G	5 links
5 Teaching and training	<b>G</b> (1/1)	<b>G</b> (1/1)	Fully met 🗸 🌀	2 links
6 Maintaining good medical practice	<b>G</b> (3/3)	<b>G</b> (3/3)	Fully met 🗸 🌀	14 links
17 Good clinical care	<b>G</b> (11/11)	<mark>6</mark> (11/11)	Fully met 🗸 🌀	51 links
P Recognition and management of the acutaly ill nations		(7,17)		17 links

#### Námslæknir á að hlaða inn ýmsum skjölum í ePortfolio: ALS skírteini og þverfagleg hermikennsla er sett inn undir **Certificates and Exams** Önnur skjöl s.s. frá Heilsugæslu eru hlaðin inn í **Personal**

### Library

				-			± € Close
😭 🛛 Trainee Home 🔻	Curriculum and PDP 👻 🛛	Forms 🔻 Refle	ction - Add	Achievements			
Certificates and	d Exams		Ce	rtificates and E lditional Achiev	ixams rements		
Below are the certificates and ex	ams listed for this account	on ePortfolio.	Pe To add a new	rsonal Library certificate or e	xam to the list, select the "Add Ne	w Certificate or Exam" bu	tton.
To confirm that a certificate is va using the "Upload" link.	alid, a supervisor must view	/ the paper cer	tificate and Co	nfirm it. If ther	e is an electronic version of the ce	ertificate available, it can b	e uploaded
+ Add New Certificate / Exam							
Search 🚯	Search on title or confirm	ation details.					
Show	All Certificates	~					
	<b>Q</b> Search						
Certificate / Exam	Expiration Date	Expected Exam Date	Exam Passed Date	Confirmed?	Confirmed By	Confirmed Date	Actions
📔 ALS (Advanced Life Supp	ort) 22 Oct 2022		22 Oct 2019	~	Dr Inga Sif Olafsdottir (Iceland	11 May	Actions 🗸

Programme Director) 🚯

2021

# Vona að þetta hjálpi

- Vona að þessar leiðbeiningar hjálpi um hvernig gott er að skima ePortfolio sérnámsgrunnslæknis(SGL)/kandídats og hvet ykkur til að hafa samband ef þið hafið spurningar
- Inga Sif Ólafsdóttir (ingasif@landspitali.is)