FORM



Academic Supervisor Report

Purpose

To report on the progress of a project for Advanced Specialised Training (AST) and/or a funded Academic Post.

Instructions

This report is submitted three times for a funded Academic Post and twice for a non-funded AST project. The last report is submitted with the final written work for the project. Funded Academic Post reporting dates are detailed in Letter of Offer, AST reporting requirements are provided in Fellowship Assessment Handbook

- Registrar completes sections 1-5
- Supervisor completes section 6
- Registrar and supervisor complete declaration
- Attach the written work for project if final project report
- Email assessment@acrrm.org.au & for funded Academic Posts also copy training@acrrm.org.au

Details

Registrar name		
AST discipline	☐ Aboriginal & Torres Strait Islander Health ☐ Academic Practice ☐ Population Health ☐ Remote Medicine	
Project title		
Funded Academic Post	☐ Yes	□ No
Report stage	☐ Early project	☐ Mid project ☐ End project
Supervisor name		
Supervisor contacts	Phone	Email
Date report submitted		

1. Project work plan (registrar to complete)

Provide details of the work completed to date and details of your work plan for the next phase of your project. This work plan should outline what you are going to do.

Activity	Date completed or to be completed
AST project enrolment date	
Project proposal submitted	
Literature review	
Ethics approval (attach)	
Collect data/create resource etc	
Analyse data/evaluate project	





Write up			
Submit for grading			
If you anticipate difficulty completing the project with extension.	in the 12 months, you must apply to ACRRM for a		
2. Project changes (registrar to complete)			
Provide information on any aspects of the project that have changed since submitting your project proposal or last report.			
3. Challenges and achievements (registrar to complete)			
Outline what challenges you have encountered in your project and how you have or intend to overcome them.			
4. Teaching activities (registrar to complete) This section is completed by registrars undertaking a Practice.	a funded Academic Post or an AST in Academic		
How many academic hours are you currently dong pe	er week?		
Research	reaching reaching		
Please record teaching activities you have undertake	n to date.		
Outline what challenges you have encountered in you overcome them.	ur teaching and how you have or intend to		





5. Meetings with academic supervisor (registrar to complete) Please record the dates when you met with the supervisor (face to face, video, phone or email).		
6. Academic supervisor report (supervisor to complete)		
How is the registrar progressing with their project to date?		
How is the registrar progressing with their teaching activities to date? (Academic Post and Academic		
Practice only)		
Are there any development areas and how will these be addressed?		
If the project had multiple authors or was a group effort, provide a clear breakdown of the candidate's overall contribution		





Declarations			
I declare that			
☐ This report is a true and a	ccurate account		
$\hfill \square$ We discussed this report			
☐ We have read the College's Privacy Policy and agree to these terms and conditions			
Supervisor signature (insert name if completing electronically)			
Contact number			
Suitable contact time			
Registrar signature (insert name if completing electronically)			
Contact number			
Suitable contact time			
Medical Educator I declare I have viewed this report and will address any issues that have arisen.			
Name			
Signature (insert name if completing electronically)			
Date			