



To assist you in progressing in your specialism training, you have been allocated coaching support. This support will be provided by ourselves, Westwood Coaching Associates on behalf of HEE North West.

Coaching support can have different aims:

- It may provide trainees with workplace strategies to tackle difficulties that trainees may have with their training or workplace rotations. For example, this may include (but is not limited to) exam support, organisation, time management, communication and managing meetings;
- It may improve the performance and outcomes of doctors and dentists in postgraduate training, such as helping trainees to address exam failure; or
- Support trainees through encouraging self-reflective and self-directed learning for key areas of their training and work.
- Overall the aim is to support the trainee getting the best out of themselves for training.

What support is provided

- There will be an initial meeting of around an hour. This will enable you and your coach to assess your needs. This will be followed by up to 2 further coaching sessions. Additional support may be offered after this, subject to approval by the programme.
- You will work with fully qualified coaches and this should enable you to feel supported in your training.

About the coaching support

- Because individual trainees have individual support needs, the coach will work with you on your own unique requirement for this work.

- This is a process where strict confidentiality will be observed to protect the participants.
- Areas for coaching will be agreed with you prior to commencement of coaching sessions.
- Your coach will report attendance at coaching sessions and will produce a final report to describe the support accessed – this will not mention any of the confidential topics discussed in the support accessed. You will receive a copy of the final report.
- Suitable for doctors and dentists at all levels in postgraduate training.
- As the coaching support is related to your training, you should be released from work commitments to access if this proves necessary.

Your role in the process

- Your coach will make contact to arrange the initial support session. Thereafter, sessions will be arranged directly between you and your coach. Noting that the coaching is usually offered Monday-Friday between the hours of 9 and 5.
- Sessions will be delivered virtually via Zoom or MS Teams. You should ensure that you are accessing these channels in a private location.
- It is anticipated that you will undertake any actions between sessions, which you commit to.
- Cancellation charges are payable for appointments that are missed or cancelled at late notice, so please adhere to planned sessions as much as possible (noting emergencies do occur).