

# Improving performance action plan (IPAP)

## Intern details

Intern name

AHPRA registration no.

## Term supervisor details

Supervisor name

## Term details

From: (dd/mm/yyyy)

To: (dd/mm/yyyy)

Term name/number

Organisation & department/unit term undertaken

## About this form

The purpose of this form is to aid in documenting the remediation process for interns. This form is to be completed by supervisors in consultation with the Director of Clinical Training to address identified issues that require remediation. The supervisor must indicate the intern outcome statements that the issues relate to, and complete the form with appropriate detail to assist the intern with remediation. Please refer to the guidelines, Intern training – Assessing and certifying completion, pages 3-5 for further information on remediation.

AMC intern outcome statement (E.g. intern outcome statement 2.1)	Issues related to specific outcomes statement	Actions/tasks	Responsibility	Timeframe	Review date(s)

Supervisor progress notes and comments on the outcome of remediation

Director of clinical training progress notes and comments on the outcome of remediation

**Supervisor**

Name (print clearly)

Signature

Position

Date

/


/

Day Month Year

**Intern**

Name (print clearly)

Signature

Date

/


/

Day Month Year

**Director of Clinical Training**

Name (print clearly)

Signature

Date

/


/

Day Month Year