

Practice placement Feed Forward Form (FFF)

This FFF should be used routinely during your practice placement to record and share your development and progress with your practice educator/s. This FFF should be completed and discussed by you and your practice educator/s each week (fortnight in part-time placements) of your practice placement and kept in your portfolio.

The FFF is designed to be used to record your strengths, areas for improvement, key learning points and any agreed actions to be taken forward for the following weeks. You may have used the hand held record which may inform what you record on this form. It is your responsibility to ensure that you have prepared for your review meeting with your practice educator/s and that the FFF is accurately completed and actioned each time. This form is best completed electronically and emailed to the Practice educator prior to the review meeting (usually at the end of the week) where actions will be agreed. You should bring your portfolio to key review meetings, so that you can share your evidence, talk through your progress and how this is developing towards meeting the learning outcomes with your practice educator/s. Some actions points may need developing over a number of weeks. Students from SHU undertaking part time placement (B1) should complete this every 2 weeks.

Student name:	
Placement week number	

To be completed by the student prior to meeting with the practice educator(s):

Summarise what you have done this week/fortnight?

What went well and why?

Do you have any areas for improvement? Y/N. If yes, what are they and how do you think it can be improved?

Do you have any agreed actions that have not been completed this week/fortnight? Y/N. If yes, please indicate which actions they are and reason/s for not being completed.

What are your key learning points from this week/fortnight?

Is there anything else that you would like to share with your practice educator/s? Y/N. If yes, please indicate here.

To be completed by the practice educator/s during the weekly/fortnightly meeting following discussion with the student and review of their portfolio evidence:

From using the feedback received this week/fortnight, how has the student progressed this week/fortnight?

Have all the agreed action points from last week/fortnight review been met? Y/N. If no, what are they and what has been agreed to meet these?

Are there any areas that require improvement? Y/N. If yes what are they and what has been the agreed with the student?

To be completed during the meeting by the student following discussion with practice educator/s:

What are your agreed action points for next week/fortnight?

Include any further comments from yourself or your practice educator here.

Student signature		Date	
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