**Manager Supervision Form**

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| **Name** |  | **Reviewing Manager** |  |
| **Job Title** |  | **Job Title** |  |
| **Date of last supervision** |  | **Date of supervision** |  |

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| **Items to be discussed from both Supervisee and Supervisor** (these can be any points that either party wish to address) |
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**Revisit actions from last supervision:**

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| **Item** | **Actions taken** | **Further actions required (if any)** |
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**Check in:**

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| **How are you?** (this section is to discuss the Managers wellbeing and any specific support they require). |
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**Operational Checklist:** (identify current practice and areas of support required)

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| **Open safeguarding** |  |
| **Incident/accidents** |  |
| **Risk/safety concerns** |  |
| **Environmental concerns** |  |
| **Recruitment/staffing** |  |
| **Care delivery** |  |
| **Specific care delivery (such as dementia, end of life care)** |  |
| **MCA/DoLS/consent** |  |
| **Person centred approach** |  |
| **Training and Development** |  |
| **Partnership working/links to the communication** |  |
| **Concerns/compliments/complaints** |  |
| **Culture/morale** |  |
| **Governance processes** |  |
| **Finances/budget management** |  |
| **Resource management** |  |
| **Current CQC rating and self-assessment** |  |

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| **Areas of learning:** |
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**Practice Review & Development:**

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| **Positive experience since last supervision** |
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| **An experience since last supervision that could have bene managed better and learning taken from that:** |
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| **Reflection/learning from incidents and accidents** |
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| **Practice Development** |
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**Feedback from Supervisor:**

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| **Quality of Work** |
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| **Person Centred approach** |
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| **Leadership approach** |
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| **Professional Contribution** |
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| **Management of service** |
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**Check in:**

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| **How are you?** (check Managers wellbeing and anything else they wish to discuss) |
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**Agree actions moving forward:**

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| **Item** | **Actions to be taken** | **By whom** | **By when** |
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**Signatures:** (agreement to documented discussion and actions)

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| **Supervisor** |  |
| **Supervisee** |  |