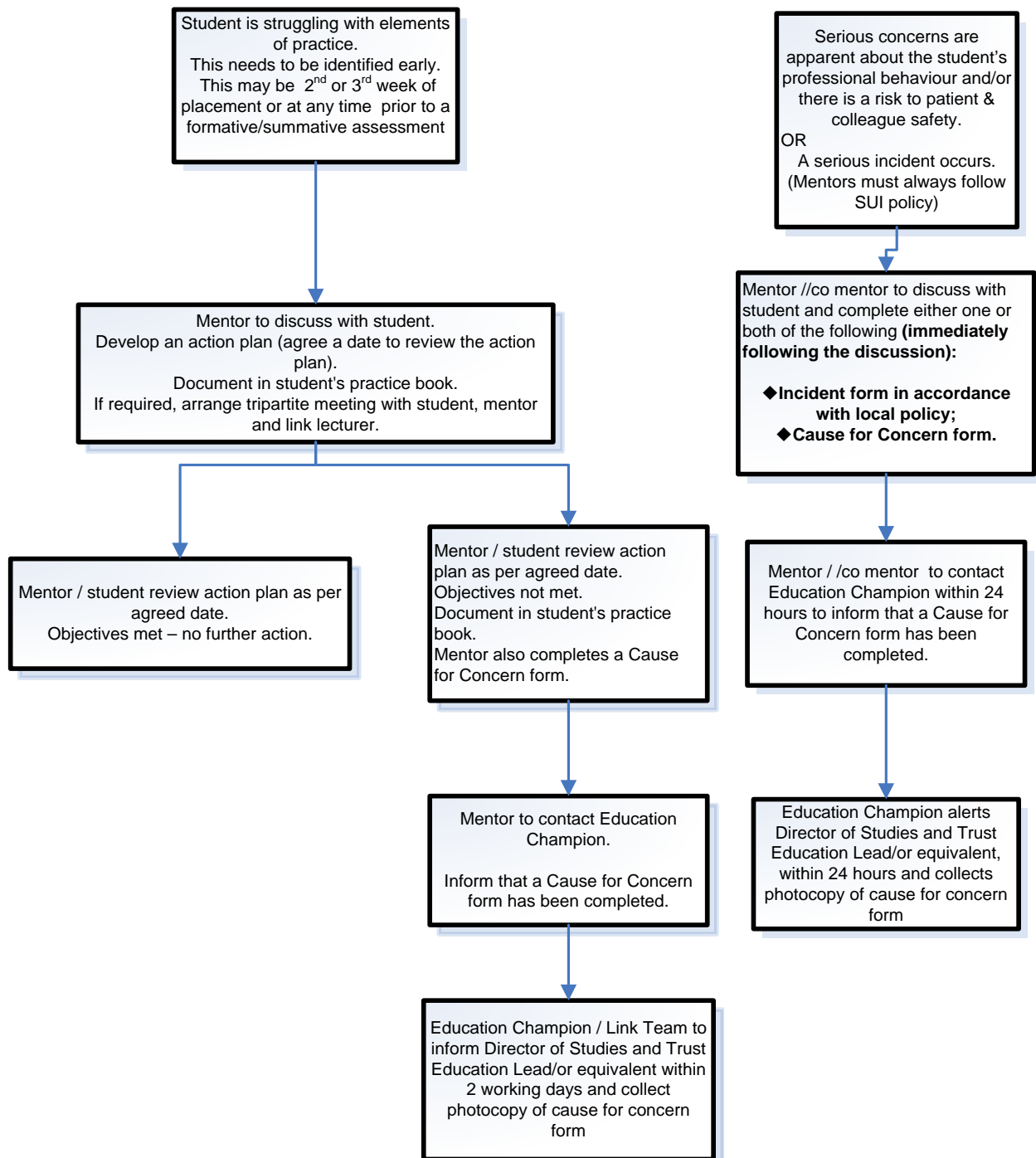


Cause for Concern (CFC)



Cause for Concern			
This may cover – conduct / behaviour / clinical performance / attitude			
Contact made by:		Date: _____	
Name: _____		Name of Placement Provider/Trust: _____	
Position: _____		_____	
Tel: _____		Clinical Area: _____	
E-mail: _____			
Mentor Details (if different to above)		Student Details:	
Name: _____		Name: _____	
Tel: _____		Cohort: _____ Course: _____	
Cause for Concern Summary: <i>(This form MUST be submitted with supportive evidence i.e. copy of student formative/summative feedback on their poor performance)</i>			
Actions Taken to date: <i>(This form MUST be submitted with examples of actions taken. Unless it is a SUI there is an expectation the student has received verbal/written feedback on performance /Action plan/discussion with Mentor/ Education champion/Evidence of mentor working together)</i>			
MENTOR: on completion please contact the following:			
Education Champion Name:	Contacted: YES/NO	Method of Contact:	Date:
Ward Manager/Team Leader Name:	Contacted: YES/NO	Method of Contact:	Date:
Trust/Organisation Education Lead/or equivalent Name:	Contacted: YES/NO	Method of Contact:	Date:
EDUCATION CHAMPION: On receiving this form please contact the following: <i>(If the concern is related to sickness/absence this form should be given to the Course Leader for investigation. If necessary, following investigation, the Director of Studies and Course Group Leader should be provided with this detail)</i>			
Course Leader Name: (for sickness/absence)	Contacted: YES/NO	Method of Contact:	Date:
Link Team Member Name:	Contacted: YES/NO	Method of Contact:	Date:
Trust/Organisation Education Lead:	Contacted: YES/NO	Method of Contact:	Date:
Personal Tutor Name:	Contacted: YES/NO	Method of Contact:	Date:
Course Group Leader	Contacted: YES/NO	Method of Contact:	Date:
Director of Studies Name:	Contacted: YES/NO	Method of Contact:	Date:

Adapted from Fitness to Practice Guidelines for Mentors in Practice (NHS East of England SHA)

Mentor to ensure photocopy of this form and supporting evidence is given to Education Champion / Link Team

Lack of supporting evidence will result in this form being returned.