

Learning & Development Planning Discussion Prompts :

In this document you can find prompts to help you facilitate supportive conversations.

First Meeting : Setting Objectives, Assessment of Needs and Support Planning

- What are your key goals for this training year?
- How do you plan to achieve these goals?
- Required WBAs this year
- What are you most confident about currently?
- Is there anything you feel anxious about?
- Is there anything that might affect your learning, confidence, or wellbeing?

(workload, rota, discrimination, experiences of exclusion, incivility, or microaggressions, disability, or neurodiversity needs, health needs, exam pressure, access to learning opportunities, etc.)

- What support would be most helpful?
- Do we need to consider any adjustments or additional resources?

Follow Up- Meetings: Reinforce Success & Protective Factors, Progress Review, Access to Opportunities & Ongoing Support)

- What has gone well since our last meeting? Congratulate success and encourage good behavior/ work
 - What are you most proud of?
 - What positive feedback have you received?
 - What feedback themes are emerging?
 - WBAs completed to date. Are you on track? If not explore reasons and, what might help?
 - How are you finding the team so far?
 - Are you feeling included and supported by the team?
 - Have there been any missed or unequal opportunities?
 - Do you feel able to speak up and ask questions?
 - Is anything currently affecting your confidence or performance?
 - Is there anything that might affect your learning or wellbeing?
- (workload, rota, discrimination, experiences of exclusion, incivility, or

microaggressions, disability, or neurodiversity needs, health needs, exam pressure, access to learning opportunities, etc.)

- What support would be most helpful?
- Are there any adjustments or resources that would optimise your learning?
- If needed signpost to : PSU / peer networks / rota adjustments / targeted exposure / exam support / Occupational Health / mentoring/ LSFD Courses
- What are your goals for the rest of the rotation/year?