

## Personal and Professional Development

### *PERSONAL PROFILE SELF AND WORKING WITH OTHERS IN THE PRACTICE SETTING*

**Name:**

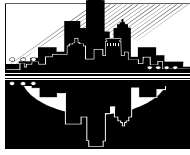
*This profile was completed on .....(Date)*

*and is a record of personal and professional development for the  
period .....to .....*

#### **GUIDANCE NOTES FOR COMPLETION:**

It is your responsibility to complete the profile, as a means of personal appraisal, prior to meeting your Professional Development Tutor. The profile will be the basis of the discussion.

Each section of the profile is to be completed. To assist you in the process of reflection trigger questions have been set overleaf to accompany each section.



## GUIDELINES FOR REFLECTION

Please ask yourself the following questions as you reflect upon your professional development in practice experience and then use the opposite page to document your reflections.

- **Self confidence and participation in activities in practice**  
How do you feel you present yourself, to your occupational therapy colleagues, practice educator and members of the multi-disciplinary team?  
Were you confident in your practice? and assertive?  
How do you feel about your verbal skills and non-verbal behaviour and your ability to communicate with your clients, practice educator, members of the team?  
Did you use your initiative? Give examples.  
How did you present yourself in the student therapist role?  
To what degree do you take an active role in;
  - i) the department in general?
  - ii) the team?
  
- **Self-management (including time and workload management)**  
Were you able to identify your needs? Did you contribute to your objectives?  
How did you set your priorities for yourself and your work?  
Were you able to recognise when you were stressed/overloaded?  
How did you manage the pressures of the practice experience, the placement (in general), the stress/stressors of a full-time working role?
  
- **Working with others in practice**  
Did you feel you are able to relate to your occupational therapy colleagues, practice educator, members of the multi-disciplinary team?  
Were you able to listen, to share ideas with team members, with your practice educator?  
Were you able to participate in group/team situations?  
What roles did you take on or were assigned in the group/team?  
Did you give constructive feedback to others?  
Were you able to receive feedback and listen to others opinions?
  
- **Teaching and facilitating others in practice**  
How did you present yourself in the teaching and or facilitator role?  
How did you encourage group participation?  
Did you acknowledge the contribution of individuals? Give examples.  
What strategies/techniques did you use to manage difficulties which arose in the group?  
Did you set appropriate aims and objectives for the sessions when you took the lead?  
Did you evaluate the activities and your performance? How did you do this?
  
- **Problem-solving and implementing change in practice**  
How did you analyse and evaluate difficulties?  
What strategies did you employ to resolve problems/issues?  
Were you able to be reflective;
  - i) in general during the placement?
  - ii) whilst you were working (reflection-in-action)?
  - iii) following client sessions (reflection-on-action)?From your experiential learning in the University how did you apply/integrate theory in professional practice and in the practice setting in general?

- **Self confidence and participation in activities in practice**
- **Self-management (including time and workload management)**
- **Working with others in practice**
- **Teaching and facilitating others in practice**
- **Problem-solving and implementing change in practice**



***What I have learnt from the experience .....***

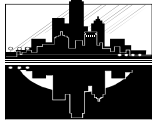


***My strengths are .....***

***I need to develop in the following areas .....***

***My self-development strategies for the coming session are .....***

*Please detail your personal goals for the next session in the space below and prioritise them, as necessary. Indicate the direction of your self development and the strategies and then the practical activities you need to implement to achieve the goals before you commence your next professional practice placement.*



### **Further reflection**

**Write a brief overview of your placement experience .....**

