



Peer Observation of Teaching Guideline

The aim of this Peer Observation of Teaching guideline is to provide a structure for an observation of your teaching by a colleague in order to:

- provide feedback on your clinical teaching
- identify any strengths and areas for improvement
- explore different approaches to teaching in the future.

Peer Observation of Teaching Process

1. Identify a colleague who can provide feedback on your teaching
2. Organise a pre-observation meeting
3. This is an opportunity to discuss expectations of the observation and teaching session with your observer, some questions to consider include:
 - What are the teaching objectives?
 - What is the teaching format? E.g. small group interactive, one on one, skills training, presentation
 - Will there be pre and post activities for the learners?
 - What do you want feedback on regarding your teaching?
 - Do you have specific goals as a teacher for this session?
 - Will you use resources prepared by yourself or others?
4. Undertake the teaching session.
5. Your observer can use the Observer form to structure their feedback on the session. Not all aspects of the assessment form will relate to all types of teaching sessions, the forms provided are intended as a guide only and questions can be modified to suit your situation.
6. Following the teaching session you and your observer discuss the session and your observer provides feedback.
7. After discussing the teaching session with your observer, reflect on their feedback using the post-session reflection form.

This process can be completed remotely via videoconference or other platforms as well as face to face.

Peer Observation of Teaching Observer Form

Doctor Observing :	Date:
Doctor Observed:	Place:
Description of teaching session:	

Teaching/ Observation Goals:

Observation Summary

Please refer to the aspects of teaching on the following page to reflect on the teaching session.

	Indicators of Effective Teaching	Areas for improvement
Communication Skills		
Engagement of Learners		
Content and Structure		

Overall perception of teaching: Emerging Evident Exemplary

Overall Comments and Suggestions:

Observer's name: _____ Signature: _____ Date: _____

Observed name: _____ Signature: _____ Date: _____

Aspects of teaching to consider during observation:

**Communication Skills**

- Clear audible appropriately paced speech
- Welcoming, friendly, uses eye contact with participants
- Appropriate language and terminology for level of learners

Engagement of Learners

- Actively involves learner participation where appropriate
- Manages discussions, builds on learner questions and comments
- Highlights or categorises information for emphasis or to aid recall
- Fosters critical thinking and interaction
- Activity instructions are clear

Content and Structure

- Focused on defined teaching session goals
- Appropriate difficulty level for stage of learners
- Logical progression of content and activities
- Outlines and summarises topic components (chunks & checks) during and at conclusion of session
- Uses visual and other teaching aids effectively
- Accurate, current, best practice content
- Sets up/transitions into next session/case (post-activity, expectations, etc.)

Other factors contributing to effective clinical teaching and learning

- Uses/manages humour and emotions effectively – recognises grief, anxiety and frustration, practices compassion, appropriate use of humour
- Manages wrong answers/mistakes effectively
- Manages conflicting points of view and other conflicted situations
- Demonstrates professionalism and safety – recognises ethical dilemmas and promotes professional conduct, inclusiveness, ensures a safe physical and emotional environment
- Responds to inattention, disengagement, disrespect or other unprofessional conduct



Peer Observation of Teaching Post Session Reflection

Doctor Observing :	Date:
Doctor Observed:	Place:
Description of teaching session:	
Did you achieve your goals for this session? If not, why not?	
Did you confirm that the students learned what you intended? How?	
What do you feel worked well (major strengths) in this session? Consider the following: initiation, presence, ensuring interaction, active learning, content, clarity, and closing of the session.	
What challenges did you encounter?	
What might you change for next time?	
Any other comments or considerations ?	

Observer's name: _____ Signature: _____ Date: _____

Observed name: _____ Signature: _____ Date: _____