

EnCOP Direct Observation of Practice (DOP) Template



This tool is designed to enable EnCOP Competency Development Facilitator's to objectively use structured direct observation of practice with staff members to support evidence in practice for EnCOP competency. This will involve using skilled observations to provide effective and constructive feedback which supports learning and development

Staff members name:	Observer's name:
Staff members role:	Observers Role:
Date of observation:	Time of Observation:
Location of observation:	Verbal consent for observation obtained from staff member: YES/NO

Brief description of session/work/situation/objectives and the context where observation takes place

Length of Time Observed (pre- agree)	
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What did you observe? e.g., hear, smell, and feel?

How did the staff member respond to unanticipated issues or opportunities?

What went well?

What could have been better?

EnCOP Direct Observation of Practice (DOP) Template Continued
Any observed feedback from service users or colleagues?



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Overall comments on staff members performance, including strengths and suggestions for development of future practice

Staff member's reflection on direct observation and response to feedback

EnCOP Competency Achievement: Which domains/ PI do you think this feedback supports?

Post feedback action plan :e.g., training , shadowing, further DOP

Staff Member Signature:
Date / Time:

Observer signature:
Date/ Time: