



Episode 114: How to Get An Appraisal that Doesn't Suck

with Dr Susi Caesar

Sometimes, the mere thought of going through an appraisal may seem tedious or even nerve-wracking. In this episode, Dr Susi Caesar joins Rachel to give us a new and different perspective on appraisals and teach us how to use them as a tool to improve our work and life.

If you want to gain the most benefit from your appraisal, then this episode is for you. Knowing how to make your appraisals productive will set you up for success – in both your work and personal life!

Podcast links

Find more about appraisals and revalidation with the [GMC](#) and [NHS](#)

[Time to Think](#) by Nancy Klein

[Top Tips to Make the Most Out of Your Appraisal](#) by Dr Susi Caesar

Check out our [Permission to Thrive CPD membership](#) for doctors.

Find out more about the [Shapes Toolkit](#) training, talks, and workshops.

[Sign up here](#) for more **free** resources.

Join the [Shapes Collective FB group](#).

Become a member of the [Resilient Team Academy](#)!

[Email Rachel](#) or reach her on [LinkedIn](#) or [Twitter](#).

Are you interested in a You Are Not A Frog retreat? Or do you have any questions or suggestions for a topic for a podcast? Drop us an email at hello@youarenotafrog.com to let us know!

Find Rachel on [LinkedIn](#) or [Twitter](#).





Guest links

Connect with Dr Susi:

[Email](#) | [LinkedIn](#)

‘Take ownership of your appraisal. It’s yours. It’s not anybody else’s; it’s not the appraisers’, it’s not the RO’s... That’s yours. So, use it.’

What You Will Learn

If hearing the word “appraisal” makes you uncomfortable, you’re not alone. There are lots of people who do not enjoy appraisals because they think it’s too much work. In some cases we just don’t see the benefits of it. Dreading this process may come from having had a bad appraisal experience or a misunderstanding with an appraiser.

But appraisals can be a highly valuable tool to improve yourself and your life. This activity helps you prepare for future appraisals so you can get rid of your anxieties and fears around the process.

Activity: Owning Your Appraisal

Q1. When doing an appraisal, you will need to organise your thoughts so you can make the most out of it. Answer the following questions so you can be better prepared:

- a) **What specifically are you required to do in your job?**

- b) **How do you keep up to date about what you do? What measures do you take to keep yourself actively learning?**



c) What have you accomplished this year? Which of these were meaningful to you and why?

d) What were the things that did not work out for you this year? How did you respond to these?

e) What else did you learn during the past year? How did it impact your job?

Q2. Many people fall into the trap of “feeding the beast” (making their documentation too long and onerous) during appraisals.

Suggest four ways in which you can synthesize your appraisal documentation to make it more succinct

1.

2.

3.



4.

Q3. Write down some suggestions of how you can implement to each of the aspects below, to make your appraisals more meaningful and productive.

	Action Points
Organising a process for documentation	
Tailoring your learning to your preferences	
Making sure you are benefitting from the appraisal	
Creating a relaxed environment	



Determining what you want to get out of the appraisal	
Sharing and celebrating your successes	
Taking ownership of your appraisal	

Q5. Appraisals are important to check up on your well-being. However, it is also crucial to have a support group around you.

Write down at least four people or groups of people – whether friends, family, colleagues, etc. – that you can trust to be there for you.

- 1.
- 2.
- 3.
- 4.



Q6. What is the value of your appraisal to you? Is there anything else you can do to make sure that your appraisal will benefit your career?

CPD time claimed:

For more episodes of You are not a frog, check out our website www.youarenotafrog.co.uk follow Rachel on Twitter @DrRachelMorris and find out more about the [Permission to Thrive](#) CPD membership for doctors and online and face to face courses on surviving and thriving at work at www.shapestoolkit.com

