The following books are available from the library at Keyll Darree

**Appraisal**

Academy of Medical Royal Colleges
Educational appraisal skills: an interactive programme for trainees and trainers (CD-ROM)
WX 432 ACA

Allenby, A
Appraising performance
WX 400 ALL

Chambers, R
Revalidation: prepare now and get it right
WA 266 CHA

Cowan, G.
Assessment and appraisal of doctors in training
London: Royal College of Physicians of London, 2001
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Cox, J.
Understanding doctors' performance
WA 227 COX
Federation of Royal College of Physicians.  
Core curriculum for Senior House Officers in general (internal) medicine and the medical specialities.  
WA 212 FED

Gatrell, A.  
Medical appraisal, selection and revalidation: a professional's guide to good practice  
London: Royal Society of Medicine Press, 2001  
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Open College  
Effective Appraisal  
Manchester: The Open College, 1991  
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A Toolkit for trainer appraisal and development  
London: Royal College of General Practitioners, 2003  
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Wilkinson, S.  
Appraisal for medical consultants - a handbook of best practice  
London: Earlybrave, 2001  
WA 237 WIL
Career Guides

Agha, R
Making sense of your medical career: your strategic guide to success
London: Hodder Arnold, 2005
WA 202 AGH

Aquino, P
Career options in general practice
WA 152 AQU

Association of Graduate Careers Advisory Services
Selection centres for speciality training (DVD)
Sheffield: Association of Graduate Careers Advisory Services, 2008
WA 212 ASS

Blundell, A
The Essential guide to becoming a doctor
London: BMJ Publishing Group, 2004
Reference Collection (Education and Training)

British Medical Association
Medical careers: a general guide
London: BMJ Publishing Group, 2001
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Chambers, R
Opportunities and options in medical careers
Reference Collection (Education and Training)
Cottrell, E
The Medical Student Career Handbook
Oxford: Radcliffe, 2009
WA 202 COT

Department of Health
The Government response to the Health Select Committee report "Modernising Medical Careers"
WA 202 GOV

Eccles, S
So you want to be a brain surgeon? The medical careers guide
Oxford: Oxford University Press, 2009
WA 202 ECC

Elton, C
The ROADS to success: a practical approach to career management for medical students, junior doctors (and their supervisors)
London: Postgraduate Deanery for Kent, Surrey and Sussex, 2010
WA 202 ELT

Hastie, A
Choosing general practice: your career guide
WA 152 HAS
Hill, E
So you want to be a medical mum? A guide for female medics who have ever thought that maybe, somehow, one day, they might want to have a baby
WA 202 HIL

Houghton, A
Know yourself - the individual's guide to career development in healthcare
WLM 305 HOU

House of Commons. Health Committee
Volume 1: report, together with formal minutes
WA 202 MOD

Kirby, R
Succeeding as a hospital doctor: the experts share their secrets
WA 202 KIR

Modernising Medical Careers Working Group
Career management: an approach for medical schools, deaneries, royal colleges and trusts
London: Stationery Office, 2005
WA 212 MOD
Richards, P
Learning medicine: how to become and remain a good doctor
Cambridge: Cambridge University Press, 2008
Reference Collection (Education and Training)

Royal College of General Practitioners
A Guide to general practice careers
London: Royal College of General Practitioners, 2000
Reference Section (Education and Training)

Royal College of Physicians of Edinburgh
Women in hospital medicine: career choices and opportunities. Report of a working party of the Federation of Royal Colleges of Physicians
London: Royal College of Physicians of London, 2001
WA 241 ROY

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Careers for consultant physicians: focus on flexibility
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WA 237 ROY

Shakur, R
A Career in medicine: do you have what it takes?
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WA 202 SHA
Clinical Teaching

Hays, R
Teaching and learning in clinical settings
WA 212 HAY

Newble, D.
A Handbook for medical teachers
WA 206 NEW

McKimm, J.
Clinical teaching made easy: a practical guide to teaching and learning in clinical settings
London: Quay Books, 2010
WA 212 McK
Coaching and Mentoring

Allen, T
Blackwell handbook of mentoring: a multiple perspectives approach
WX 432 ALL

Bayley, H
The Good mentoring toolkit for healthcare
WX 432 BAY

Claridge, M
Coaching for effective learning: a practical guide for teachers in health and social care
WX 432 CLA

Clutterbuck, D
Coaching the team at work
London: Nicholas Brealey, 2007
WX 432 CLU

Downie, C
Mentoring in practice: a reader
Greenwich: Greenwich University Press, 2003
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Drake, D
The Philosophy and practice of coaching: insights and issues for a new era
WX 432 DRA

Foster-Turner, J
Coaching and mentoring in health and social care: the essentials of practice for professionals and organisations.
Oxford: Radcliffe, 2006
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Ghaye, T
The Reflective mentor
WX 432 GHA

Gopee, N
Mentoring and supervision in healthcare
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Gormley, B
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Hadikin, R
Effective coaching in healthcare
Edinburgh: Books for Midwives, 2004
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Henwood, S
NLP and coaching for healthcare professionals: developing expert practice
Chichester: John Wiley, 2007
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Hyde, J
Managing and supporting people in health care
Edinburgh: Bailliere Tindall, 2004
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Jones, D
An Introduction to coaching for the health and social care sectors
Brighton: Pavilion, 2007
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Meggison, D
Mentoring in action: a practical guide
London: Kogan Page, 2006
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Merlevede, P
Mastering mentoring and coaching with emotional intelligence
Carmarthen: Crown House Publishing, 2004
WX 432 MER
Minor, M
Coaching and counselling: a practical guide for managers
USA: Crisp Publications, 1989
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Nelson-Jones, R
Human relationship skills: coaching and self-coaching
Hove: Routledge, 2006
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Parsloe, E
Coaching and mentoring: practical methods to improve learning
London: Kogan Page, 2000
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Rose, M
Transforming practice through clinical education, professional supervision and mentoring
Edinburgh: Elsevier Churchill Livingstone, 2005
WA 207 ROS
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Douglas, H
Preparing the perfect medical CV: how to succeed in your chosen field
Nottingham: Developmedica, 2009
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Gill, J
Secrets of success: getting into GP training
London: Hodder Arnold, 2010
WA 154 GIL

Leigh, J.
CVs and job applications.
Oxford: Oxford University Press, 2004
WX 420 LEI

McErin, S.
Writing the medical CV: effective professional communication.
Manchester: Edukom, 2004
WA 244 McE

Morris, S.
CVs in a week.
London: Hodder and Stoughton, 2002
WX 420 BAK

University of Chester Careers Service.
Writing a graduate CV and covering letter
Chester: University of Chester, 2005
WX 420 UNI
Foundation Training

Alwan, F.
The Foundation programme for doctors: getting in, getting on and getting out
WA 235 ALW

Banerjee, A.
The Foundation years: a handbook for junior doctors
London: Royal Society of Medicine Press, 2005
WA 235 BAN

Department of Health
Operational framework for foundation training
London: Stationery Office, 2005
WA 235 DEP

Foundation Programme Committee
Curriculum for the foundation years in postgraduate education and training
London: Department of Health, 2007
WA 235 FOU

Ghosh, J.
Surgeon's survival guide to the foundation years
Knutsford: PasTest, 2006
WA 235 MUR
Hurley, N.
Oxford handbook for the foundation programme
WA 235 HUR

Welfare, M.
The Foundation programme: the medics' practical guide to thriving
and surviving
WA 235 WEL

UK Foundation Programme Office
The Rough guide to the Foundation Programme
WA 235 MOO
Government Reports

British Medical Association. Career Progress of Doctors Committee Work observation guidelines
London: British Medical Association, 1999
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The Government response to the Health Select Committee report "Modernising Medical Careers"
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Forum on Academic Medicine
Clinical academic medicine: the way forward. A report from the Forum on Academic Medicine
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Curriculum for the foundation years in postgraduate education and training
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Acute medicine: making it work for patients. A blueprint for organisation and training. Report of a working party
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Careers for consultant physicians: focus on flexibility
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Interviews and Interviewing

Hardy, P.
Securing the right people
WX 400 HAR

Keats, D
Interviewing: a practical guide for students and professionals
Buckingham: Open University Press, 2000
WX 420 KEA

MacKay, I
A Guide to asking questions
London: British Association for Commercial and Industrial Education, 1980
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Maddux, R
Quality interviewing
USA: Crisp Publications, c1994
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Maity, C
Medical interviews and professional development: an essential handbook for the junior doctor
Oxford: Radcliffe, 2006
WA 244 MAI
Mumford, C
The Medical job interview: secrets for success
WA 244 MUM

Newell, R
Interviewing skills for nurses and other health care professionals: a structured approach
London: Routledge, 1994
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Roulston, K.
Reflective interviewing: a guide to theory and practice
WB 20 ROU

Smith, C.
How to succeed at the medical interview
WA 244 SMI

Sritharan, K
Postgraduate medical interviews
London: Royal Society of Medicine Press, 2008
WA 244 SRI

Straw, A
Succeeding at interviews in a week
London: Hodder & Stoughton, 2002
WX 420 STR
Workbase Training
Developing interview skills
Sandford: Southgate, 2001
WX 420 WOR

Yate, M.
Great answers to tough interview questions
London: Kogan Page, 2005
WX 420 YAT
**Useful Web Sites**

**BMA**

http://www.bma.org.uk/
Includes section on careers education and training

**BMJ Learning**

http://learning.bmj.com/learning/main.html
BMJ Learning is an interactive service for doctors aimed at helping them manage and complete the **appraisal** and revalidation process.

**Chartered Institute of Training and Development**

http://www.cipd.co.uk/
Support and develop those responsible for the management and development of people within organisations.

**Doctors Net.uk**

http://www.doctors.org.uk/
Doctors.net.uk is available to UK-registered doctors in primary and secondary care. It is a secure service offering a professional e-mail facility, clinical and non-clinical forums, the very latest medical news and free accredited education allowing doctors to maintain Continuing Professional Development (CPD).

**The Foundation Programme**

http://www.foundationprogramme.nhs.uk
All you ever wanted to know about how to apply to the Foundation Programme, what to expect during your training, how assessments work, how to get the most out of your Foundation Learning Portfolio and what resources are available to help you decide on your future career.
General Medical Council
http://www.gmc-uk.org/education/postgraduate.asp
Regulates all stages of doctors' training and professional development in the UK. Promotes high standards and ensures that medical education and training reflects the needs of patients, the service, students and trainees.

Medical Careers (NHS)
http://www.medicalcareers.nhs.uk/
NHS Medical Careers is a four-step career planning guide designed to assist you in understanding your options for choosing your future career as a doctor in the NHS.

Medical Specialty Training (England)
http://www.mmc.nhs.uk/
This website aims to support doctors in applying for specialty training posts in the NHS in England, and to provide information on changes to the recruitment and training process.

Mersey Deanery
http://www.merseydeanery.nhs.uk/
The Deanery is an information handling base for all Cheshire and Merseyside trainee doctors. It is also the office for the Medical and Dental Postgraduate Deans, Deputy Postgraduate Dean and Associate Deans.
The National Association of Clinical Tutors (NACT) is a membership association for those involved in organising postgraduate training for doctors. Its aim is to support members in their daily role as leaders in Medical Education with national advice and training and to liaise on their behalf with the many National Bodies involved in Medical Education in the UK. Through our courses, workshops and conferences, they provide opportunities for our members and others to improve their skills and knowledge in the field of PGME.

The information service for careers in the NHS in England.

NHS Employers represents trusts in England on workforce issues and helps employers to ensure the NHS is a place where people want to work.

The North Western Deanery is hosted by NHS North West and oversees postgraduate medical education and training with a responsibility for over 4,000 trainees.
Journals available in the Library at Keyll Darree