

Reflective report

Reflective Report is a piece of writing that summarizes a student's critical reflection on a subject or event.

According to Gibb's, reflection cycle of learning starts by **describing** the event then expression of own **feelings and thoughts** about it. **Evaluation** of the positives and negatives about that event according to your understanding follows and then **analysis** of the good and bad points with subsequent **planning** for better gain and undertaken the action plan.



The Reflective Cycle (Gibbs, 1988)
Reference Gibbs, G (1988) Learning by doing: A guide to teaching and learning methods.
Further Education Unit, Oxford Polytechnic: Oxford

Best example of a reflective report would be about mastering first surgeries in the surgeon's life.

How to Write a Good Reflective Report

- **Be critical.** use the same level of critical analysis as you do for any essay or exam
- **Be thorough.** Make sure that you write about all the stages of your project, from the planning phases through to completion. You also need to include a comprehensive post-project analysis.
- **Don't be afraid to state what went wrong!** Writing about the least successful aspects of your project allows you to demonstrate a capacity for true critical analysis. It also lets examiners see that you are self-aware and capable of independent professional development.
- **Don't be afraid to state what went right!** Some students find it difficult to write confidently about the most successful parts of their work. Scholars are normally expected to be highly objective, and they are often discouraged from celebrating an individual achievement or personal contributions. However, in the Reflective Report you should be sure to state clearly and concisely how your own actions contributed to a successful outcome.
- **Analyze outcomes and suggest future improvements.** To earn the highest possible marks your Reflective Report should include a detailed critique of the project outcomes. Part of this should include a few well-thought-out suggestions for improving similar projects in the future.

Critical incident

critical incident is a thought-provoking incident. It may involve a patient interaction, a team discussion, a news report on health care, a medication error, an interaction between a patient and staff member, the circumstances surrounding a patient's death or surgical complication, or any other thought-provoking occurrence.

The critical incidence may only be significant for the individual(s) involved or it may affect the whole team.

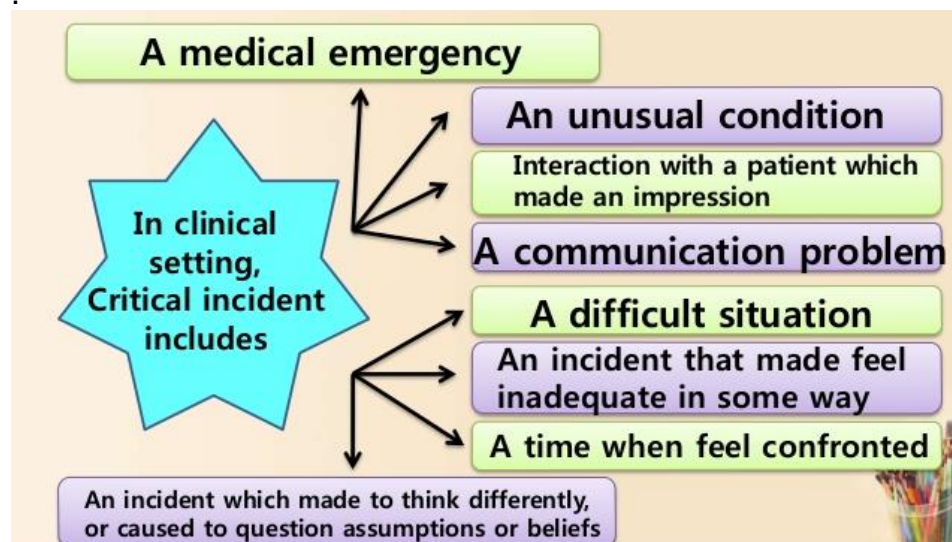
A critical incident is something that happens, either positively or negatively, that may cause someone to reflect on what has happened and maybe rethink the events.

Critical incident analysis involves focusing on an event, including analyzing the circumstances surrounding it, the actions of those involved, responses to the event and the outcomes. The result should be a better understanding of how practice can be improved

In a critical incidence report include your observations, impressions and reactions to what happened

How do you write a critical incident report?

1. Describe the context of the **incident**.
2. Describe the actual **incident** in detail.
3. Explain why the **incident** was **critical** or significant for you.
4. Explain your concerns at the time.
5. Describe what you were thinking and feeling as it was taking place, and afterwards



Example, writing about an event of postoperative endophthalmitis criticizing the surrounding circumstances and trial to reach the cause and avoid subsequent similar event

Clinical audit

Clinical audit is a process that has been defined as a quality improvement process that seeks to improve patient care and outcomes through systematic review of care against explicit criteria and the implementation of change.

The audit cycle depends on existing standards in the patient's care process which are to be compared with what is going on in the operating system. The aim is to define or unmask defects and practice failures and to implement changes that would take the care system to match the standards. The results of good audit are reflected on the quality of the patient care

Examples, writing an audit criticizing screening protocols for certain problems, reviewing guidelines of medical management, etc.

