



How Supervisors are Managed in CLA

This Quick Reference Guide provides an overview of how Term and Clinical Supervisors are managed in Clinical Learning Australia (CLA).

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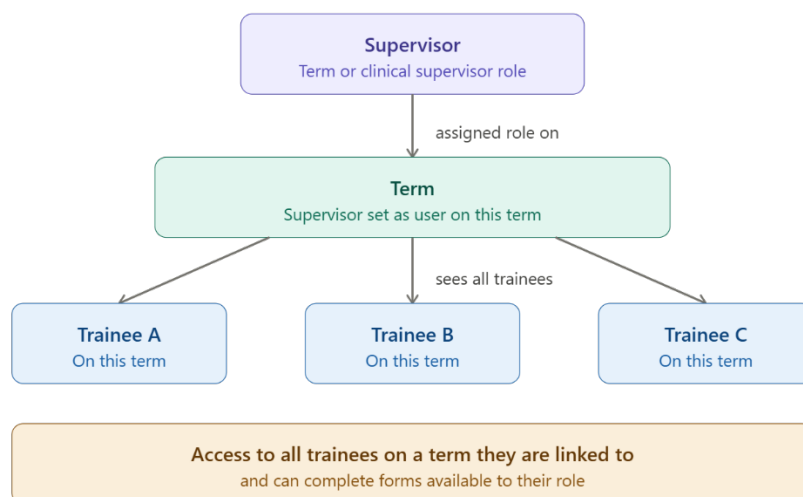
1 Introduction

This Quick Reference Guide explains how supervisor allocations are managed in Clinical Learning Australia (CLA). Supervisors can be assigned using either a role-based approach, where a supervisor is assigned to a term, or a relationship-based approach, where a supervisor is linked to an individual prevocational doctor's (trainee's) term allocation.

Both approaches are valid and Medical Education Unit Administrators (MEUs) can use either of the models or a mix of both depending on their requirements.

2 Role-based supervisor allocations

Role-based supervisor allocation is where a supervisor is assigned directly to a Term as either a Term Supervisor or Clinical Supervisor. Supervisors assigned to a Term are associated with all trainees currently allocated to that Term, allowing supervision responsibilities to be managed at the Term level rather than through individual trainee allocations.



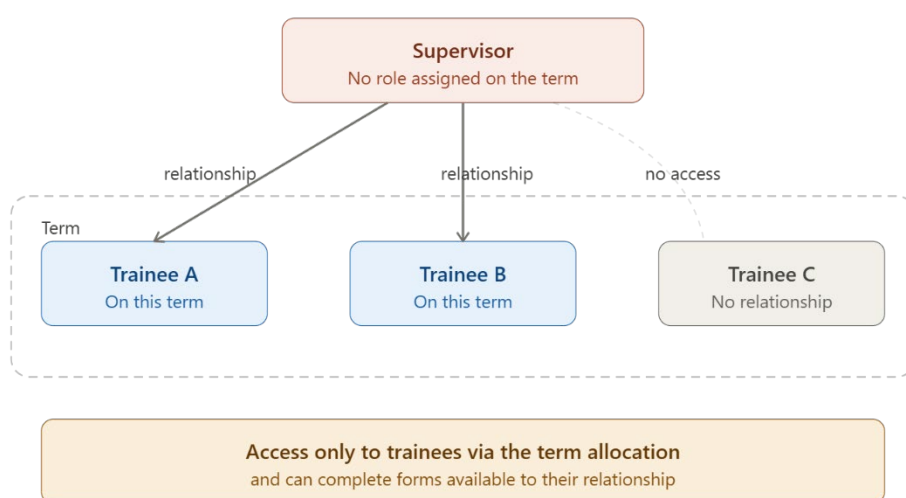
To assign supervisors at the Term level, add them to the Term Description. For more information, see [Managing Term Descriptions QRG](#).

3 Relationship based supervisor allocation

Relationship-based supervisor allocation is used when a supervisor needs to be linked to specific trainee(s) rather than all trainees within a term.

Supervisors assigned directly to a trainee's term allocation are provided access only to that trainee's ePortfolio and assessments for the duration of the term. This creates a one-to-one supervisory relationship and is useful where different trainees within the same term have different supervisors.

By contrast, supervisors assigned at the term level can access all trainees linked to that term.



To assign supervisors to an individual trainee, add them directly to the trainee's term allocation.

For more information, see the [Creating and Managing Term Allocations QRG](#).

4 Support

- For local set up issues, contact your MEU Administrator
- For guidance and learning resources, refer to the CLA website and user guides
- For MEU support enquiries, please email CLA.help@digitalhealth.gov.au