

Significant event audit (SEA) structured reflective template

Requirement: one annually

Name of doctor:	GMC No:
SEA Title:	
Date of incident:	
Description of events:	
What went well?	
What could have been done better?	
What changes have been agreed? Personally:	
For the team:	
Final outcome after discussion at appraisal: (Complete at appraisal considering how your outcome will improve patient care)	