



## Work Experience Logbook

We have devised this form that will make it easier for you to gather your thoughts during your work experience, and also make personal statement writing much easier.

You could fill in the form either during your work experience or every evening after your observation work whilst it is still fresh. Use a blank copy for every new day, observation or experience!

We have given examples of what you could write in each section of the table (in blue).

If you need any further guidance then please do not hesitate to get in touch.

	What you should put?
Named work experience	This is the name of where you carried out your work experience e.g. Smith's Medical Practice.
Dates and duration	Always write when you did this and for how long, as you could forget when you come to write your statement, and some universities require the exact date.
Area of Medicine covered e.g. hospital medicine, GP etc.	What type of work experience was this? GP? Hospital? Surgery? Dental practice? It is important to note this so that you can look at the range of experiences you have had and if you feel you require more.
Name of contact and email address	Keep this noted as some universities require a reference and others require a contact email address. Don't rush around last minute for this.
Observation(s)	Write down the any procedures you saw or any interesting cases observed (always maintain confidentiality – never write down any patient identifiable information). E.g. If you saw a 4 year old boy called Sam with a heart defect who is undergoing a heart operation. Write: Patient X, 4YO boy, cardiac surgery (do not put name, DOB etc).
Reflection(s)	This is the most important part. Your admissions tutors are looking for this both in your personal statement and at interview. What have you learnt from this? How did that particular experience or observation make you feel? Write down the keywords such as <b>empathy</b> if you saw a particularly compassionate moment, or <b>teamwork</b> for instance between doctors, nurses and other healthcare professionals on the ward.

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