

# Multiskill Assessment Stage 2: Team Leader Review

Name of trade person:

Trade:

Date of review:

Review carried out by:

		Yes/No										
1	This person has received the Multiskill Assessment document and the matrix requirements	<input type="checkbox"/>										
2	This person has completed the Stage 1 self assessment	<input type="checkbox"/>										
3	This person understands and signs up to the definition of multiskilling	<input type="checkbox"/>										
4	This person has all the required competencies to be multiskilled and no relevant medical issues <i>(if Yes, go to 8. If No go to 5)</i>	<input type="checkbox"/>										
5	<table border="1"> <thead> <tr> <th>Skill gaps identified</th> <th>Training needed</th> </tr> </thead> <tbody> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </tbody> </table>	Skill gaps identified	Training needed									
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6	Are the skills gaps significant to the extent that they may affect this person's ability to be multiskilled? <i>(If yes, go to 7. If No go to 8)</i>	<input type="checkbox"/>										
7	Does this person have medical exceptions that require further investigation? <i>(If Yes, please consult with Organisation Development before proceeding further. If No, go to 9)</i>	<input type="checkbox"/>										
8	This person is now signed up to the Multiskilling Scheme <i>(Please go to 10)</i>	<input type="checkbox"/>										
9	This person has supported Medical Exceptions that do not materially affect their ability to be multiskilled. They are therefore now signed up to the Multiskilling Scheme <i>(please go to 10)</i>	<input type="checkbox"/>										
10	<div> <b>I sign up to the Multiskilling Scheme and agree to undertake duties as a multiskilled trades person</b> </div> <div> <b>As this person's Team Leader I confirm they are now part of the Multiskilling Scheme</b> </div>	<div> <b>Trade person date and sign</b> </div> <div> <b>Team Leader date and sign</b> </div>										

