



Tracking Relationships and Programme Evaluation

This section includes information about:

- How we will track mentoring relationships
- What feedback the Programme will ask for from you
- Other ways the Programme will contact you

Relationship tracking

When your mentoring relationship has ended, we want you to have the opportunity to start a new mentoring relationship, either as a mentor or as a mentee. Therefore, we are keen to find out when a mentoring relationship is over. There are three ways to give us this information:

- You can email the Peer Mentoring Programme inbox: loth.peermentoring@nhslothian.scot.nhs.uk.
- You can complete the mentor/mentee check in form in the Peer Mentoring section of the [MED website](#)
- You can respond to one of the polls attached to our regular CPD newsletter. More information about the newsletter can be found later in this section. At the end of each newsletter, there will be a quick poll asking you if you are still in a mentoring relationship and whether you would like to start a new one.

We appreciate that some relationships either never get started or do not go beyond the initial interactions. Therefore, 6 weeks after you have been matched, we will check in with you to see if the mentoring relationship has been established. If, for whatever reason, the relationship hasn't begun, we will offer you a new mentor or mentee.

Programme Evaluation

We are always aiming to improve your experience of working with the Programme. Hence, we'd like to know how you've found Peer Mentoring and we'd love your feedback on how the Programme can be improved. 6 months after you were initially matched, we will send you an anonymous feedback form so we can find out more about your experience.

If you want to offer us feedback at any other time, please email loth.peermentoring@nhslothian.scot.nhs.uk.

Regular correspondence

To ensure that you can continue to develop your mentoring skills, we will send a newsletter three times a year that signposts you to useful learning materials and highlights opportunities for personal and professional development. The newsletter



will also include a poll through which you can update us on the status of your mentoring relationship.

If there is anything you would like to add to the newsletter, please contact us on loth.peermentoring@nhslothian.scot.nhs.uk. Additionally, if you want to discuss any aspect of your mentoring relationship with someone from the Programme, you can use the same email address.

Overall structure for tracking and evaluation

