Semi-Annual Assessment

Resident/Fellow: ______________     Date: ____________

1. Review of clinical Performance:
   a. Performance on rotation evaluations: All satisfactory? Numeric score averages, any comments to be included? Issues identified? On track with schedule (missing any rotations?)
   b. Procedure/surgical log review:
      Is it up to date?
      Are numbers satisfactory for stage in training?
      Any comments from procedure supervisors/Determination of competency?
   c. Continuity clinic (if applicable): Is the fellow meeting the clinic requirements?
   d. Medical records up to date?

2. Medical Knowledge:
   a. In-training examination scores (if applicable)? What is resident/fellows' study plan if scores are below where you believe they should be?
   b. Grades from coursework (in enrolled in masters’ program), fellow should submit copy of grades.
   c. Conference presentations (list, have fellow submit power point files for portfolio)
   d. Conference attendance (for each series)

3. Professionalism:
   a. Review peer, student, resident and staff evaluations (numeric scores, any comments)
   b. Medical record completion? Any outstanding dictations?
   c. Other issues that have not been mentioned?
   d. Conference attendance (if you don’t want to put it in the medical knowledge section).

4. Communication Skills:
   a. Feedback from patients and patients’ families.
   b. Feedback from nursing and staff.

5. Practice-based Learning and improvement:
   a. What quality improvement projects has the fellow been working on?
   b. What clinical data of the fellow’s has been reviewed?
   c. Acceptance of feedback?
   d. Attendance at journal club? Journal club or M & M presentations?

6. Systems-based Practice:
   a. What hospital, clinic or medical school committees is the fellow a participant?
   b. Billing/coding audits?
   c. Discharge summaries and planning?
   d. Feedback from nursing, pharmacy, lab, social work/case management?

Research/Scholarly Activity Progress:

- On track
• Ahead of schedule
• Behind
• Abstracts submitted
• Manuscripts prepared and submitted?