

Madison Residency Program Semiannual Mentor/Mentee Evaluation Form

Name: _____ **Resident Year:** PGY1 PGY2 PGY3
Evaluation Period: From: _____ To: _____

Supporting documentation reviewed prior to the meeting:

Documentation	Notes:
Clinic generated feedback	
Rotation Evaluations	
Competency Report Card	
Clinical Data Warehouse	
Resident Yearly Schedule (transcript)	
Exhibits for portfolio (online)	
Procedure log	
360/Co-worker comments	
Self-evaluation form from last meeting – review goals set last time	

The Competencies*:

- Patient Care:** Residents must be able to provide patient care that is compassionate, appropriate, and effective for the treatment of health problems and the promotion of health.

Please rate resident's progress on the scale below:

<i>Not</i>	<i>Making</i>	<i>Competency</i>
<i>Making Satisfactory</i>	<i>Satisfactory Progress</i>	<i>Achieved</i>
<i>Progress</i>		

Comments:

- Medical Knowledge:** Residents must demonstrate knowledge about established and evolving biomedical, clinical, and cognate (e.g. epidemiological and social-behavioral) sciences and the application of this knowledge to patient care.

Please rate resident's progress on the scale below:

<i>Not</i>	<i>Making</i>	<i>Competency</i>
<i>Making Satisfactory</i>	<i>Satisfactory Progress</i>	<i>Achieved</i>
<i>Progress</i>		

Comments:

- Practice-Based Learning and Improvement:** Residents must be able to investigate and evaluate their patient care practices, appraise and assimilate scientific evidence, and improve their patient care practices.

Please rate resident's progress on the scale below:

<i>Not</i>	<i>Making</i>	<i>Competency</i>
<i>Making Satisfactory</i>	<i>Satisfactory Progress</i>	<i>Achieved</i>
<i>Progress</i>		

Comments:

4. **Interpersonal and Communication Skills:** Residents must be able to demonstrate interpersonal and communication skills that result in effective information exchange and teaming with patients, their patients families, and professional associates.

Please rate resident's progress on the scale below:

<i>Not</i>	<i>Making</i>	<i>Competency</i>
<i>Making Satisfactory</i>	<i>Satisfactory Progress</i>	<i>Achieved</i>
<i>Progress</i>		

Comments:

5. **Professionalism:** Residents must demonstrate a commitment to carrying out professional responsibilities, adherence to ethical principles, and sensitivity to a diverse patient population.

Please rate resident's progress on the scale below:

<i>Not</i>	<i>Making</i>	<i>Competency</i>
<i>Making Satisfactory</i>	<i>Satisfactory Progress</i>	<i>Achieved</i>
<i>Progress</i>		

Comments:

6. **Systems-Based Practice:** Residents must demonstrate an awareness of and responsiveness to the larger context and system of health care and the ability to effectively call on system resources to provide care that is of optimal value.

Please rate resident's progress on the scale below:

<i>Not</i>	<i>Making</i>	<i>Competency</i>
<i>Making Satisfactory</i>	<i>Satisfactory Progress</i>	<i>Achieved</i>
<i>Progress</i>		

Comments:

Goals/further assistance

1. What are resident's long term (career) plans? How can we help?
2. What rotations might enhance learning and/or career plans?
3. Review goals set last time. Any progress? What still needs to be done?

4. What goals are being set today?

5. Which exhibits have been completed for the portfolio? Any help needed?

6. Any other issues needing to be addressed?

7. Next meeting date/time (continue with semi-annual or need to meet sooner?)

Summary/To-Do List (to be completed at end of meeting)

Resident To-do:

- 1.
- 2.
- 3.

Mentor To-do:

- 1.
- 2.
- 3.

Staff To-do:

- 1.
- 2.
- 3.

Resident Signature: _____

Date: _____

Faculty Signature: _____

Date: _____

*The Accreditation Council for Graduate Medical Education has defined six areas of "general competency" that are expected of residents in all specialties. "Competency" seems like an elusive concept because we always strive to continuously improve in each of these areas. **For the purposes of our evaluation process, competency is defined as functioning at the level of a new practitioner**, i.e. at a level that would be satisfactory for someone who has just completed our residency program and is beginning her/his career as a family physician. On the attached summary of the competencies, specific areas of emphasis are identified for evaluation in our program for each year of residency.