

## Evaluation and Feedback

### **Purpose**

To provide clear details about how residents can expect to provide and receive feedback.

### **Responsibilities**

#### *Off-Service Evaluations*

Monthly evaluations are solicited from every service. These evaluations are sent to the PA resident via RMS (Residency Management Suite/New-Innov). Copies are kept in the resident file in the Coordinator's office and are available for PA resident review at any time. PA residents are required to complete an evaluation upon completion of each rotation. This feedback is reviewed annually with the service rotation directors and is anonymous. PA residents are encouraged to give feedback on major issues directly to the off-service liaison.

#### *ED Shift Evaluations*

PA residents are required to present an evaluation card to the senior staff at the end of each shift. These cards are sent to the Program Director to be compiled. They are sent via email to the resident and are subsequently kept in the resident file. Throughout the residency, a comprehensive review of each resident will be completed twice a year. This review will include a summary of performance and determines if there is continued progress toward the goals listed in the graduation requirements.

#### *Semi-annual Evaluations*

PA residents are evaluated by the Residency Director twice a year.

The evaluations consist of:

1. Written evaluation by faculty
2. ED Performance
3. Off Service Evaluations
4. Procedure Log
5. Ultrasound examinations
6. Patient Follow-ups
7. Conference Attendance
8. Workshop (attendance/teaching)
9. Rosh tests
10. Medical Records/Deficiencies
11. Completion of service/faculty/program evals
12. Nursing evaluation
13. Peer evaluation
14. Self-evaluation
15. Program evaluation
16. Faculty evaluation

***Program Evaluation***

PA residents are required to provide feedback on the residency program. These anonymous evaluations are done using a web- based system. Results are reviewed annually with the faculty and residents.

***Faculty Evaluation***

PA residents are required to provide feedback on the EM faculty. These anonymous evaluations are done using a web-based system. Results are compiled and shared with the Department Head.

**Date Last Updated:** April 30, 2014

