



Internal Medicine Residency Program

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Resident Assessment Policy: Final Rotation Score

This Policy guides how the final overall score shall be determined at the end of a rotation.

The reader is referred to the Post-Graduate Medical Education Resident Assessment Policy and Resident Appeals Policy which supersede this Policy.

Policy

Rotations may choose from a number of evaluative strategies as specified by the Royal College of Physicians and Surgeons of Canada. These may include Objective Structured Clinical Examinations, written examinations, multi-source feedback, EPA's, completion of in-training evaluation reports, and others.

Each rotation may determine how individual components of the rotation evaluation are to be incorporated into a final end of rotation in-training evaluation report. A final end of rotation in-training evaluation report must be completed no later than 4 weeks after the last day of the rotation. At a minimum, the final overall score must specify whether or not the resident passed the rotation.

Responsibility

Residents, preceptors, rotation directors, and the program director each have specific responsibilities with respect to all aspects of evaluation and ensuring that the final rotation in-training evaluation reports are completed in a timely and quality manner. Residents must demonstrate that by the end of a rotation they generally meet the competencies expected of them. Residents are expected to seek feedback throughout their rotation. A resident that fails to seek feedback may not appeal a rotation failure owing to lack of interim feedback. Residents that have not received an evaluation within two weeks of the last day of the rotation must contact the Rotation Director, Rotation Administrator, or Program Director. Preceptors must provide timely and quality feedback directly to the resident when they judge that a performance deficiency exists.

It is the combined responsibility of the resident, the preceptors, and the Program Director to ensure that overall rotation ITERs are completed within FOUR WEEKS of completion of a rotation. It is requested that the resident contact the Program Director, or one of the Associate Program Directors, by the third week of the rotation if the ITER has not yet been submitted for distribution, this will help ensure that it arrives in a timely manner. It is requested that the trainee attempt to contact their individual preceptors via email or phone prior to the three-week point if the final evaluation has not yet been submitted.

Rotation Feedback and Evaluations

Rotation ITERs: Individual preceptor ITERs are completed either by distribution to individual

preceptors, distribution to the final preceptor on the rotation or distribution to a delegate assigned for the ITER completion, depending on the nature of the rotation. It is expected that improvement will be observed throughout the rotation; however, improvement may not imply a successful rotation. Also, with the distribution of multiple ITERs it is possible that the final ITER may not represent a collation of observation by each of the evaluators.

Final ITER composition

In the event that one or more individual items on an ITER is rated as inconsistency meets (2) or rarely meets expectations (1), the Residency Program Director will have the discretion to complete a Final ITER that may be deemed a final rating of Unsatisfactory (with a score of “1” or “2” out of 5). The Final ITER is not an average of all the individual scores, instead, under the discretion of the Program Director and the Rotation Director, one or more unsatisfactory rating (1 or 2) may be sufficient to lead to an unsatisfactory outcome for the rotation. Comments on individual ITERs, as well as personal and/or email communication from rotation representatives and the Program Director may all be considered when completing the Final ITER. The Final ITER completion, if necessary by the Program Director, will be submitted within four weeks of the completion of the rotation. A resident appealing an ITER must submit the appeal in writing within 14 days of receiving the ITER, as per the PGME Resident Assessment policy.

Reviewed by RPC 2017