

Policy Name:	Evaluation of the Rotation/Educational Experience by Residents
Application/Scope:	All PGME Programs
Approved (Date):	
Review Date:	
Revised (Date):	
Approved By:	

BACKGROUND

The **CanERA** Standards of Accreditation for Residency Programs require that “there is a process to review and improve the Residency Program” and that “there is an evaluation of each of the Residency Program’s educational experiences, including the review of related competencies and/or objectives.” This evaluation relies on data and information from multiple sources, including feedback from residents. The review of the Residency Program includes evaluation of the individual rotations that incorporates the following principles:

- The opinions of the residents must be among the factors considered in the review
- There must be a mechanism in place for rotation/educational experience evaluation that respects resident anonymity and confidentiality
- There must be a mechanism in place for the Residency Program Committee/Department/CPGME Office to effectively act on the information obtained through rotation/educational experience evaluation

DEFINITIONS

CanERA – Canadian Excellence in Residency Accreditation

CPGME - Faculty of Medicine, Postgraduate Medical Education

PGME – Postgraduate Medical Education

1. PURPOSE

- 1.1 To provide guidance for the Residency Programs with respect evaluation of rotations/educational experiences by residents

2. STATEMENT OF POLICY

2.1 It is the professional obligation and responsibility for residents to evaluate each and every rotation/educational experience to which they have been assigned in an objective and timely manner upon completion of the rotation/educational experience by means of the following criteria:

- Appropriate organization with respect to scheduling, registration and access
- Adequate orientation for the rotation/educational experience
- Clear rotation/education experience expectations for the resident
- Adequate clinical/other resources for resident to meet educational goals/competencies
- Adequate supervision for the level of training
- Appropriate Educational/service ratio
- Constructive and timely feedback during the rotation/educational experience
- Safe and positive learning environment

2.1.1 Failure of the resident to comply with timely completion of rotation/educational experience evaluation will be considered a dereliction of professional duty

2.2 Feedback from residents regarding rotation/educational experience evaluation will be processed and managed in a manner that protects resident anonymity and confidentiality

2.3 Based on the data and information reviewed, rotation/educational experience strengths will be identified and actions will be taken by the Residency Program Committee in conjunction with the Department and with the CPGME Office to address areas for improvement

3. PROCEDURES

3.1 Residents will complete and submit the online **Rotation Evaluation Form** (see Appendix 1, note additional questions specific to the rotation/experience may be added by your program) in a timely (within two (2) weeks of completion of rotation/educational experience) manner upon completion of each rotation/educational experience evaluations of the rotations/educational experiences

3.2 Evaluations will be collected, reviewed, collated, reported and distributed quarterly by an appointed individual in the Max Rady College of Medicine Office of Professionalism to relevant stakeholders in a manner that protects resident anonymity and confidentiality (see Appendix 2, **Process Map**)

3.3 Continuous improvement of rotations/educational experiences by the Residency Program Committee/Department/CPGME Office will take into account the information received from the residents through the evaluation of rotations/educational experiences (see Appendix 2, **Process Map**)

3.4 Failure of a resident to comply with the responsibility of timely completion and submission of the Rotation Evaluation Form may result in the following, although exceptions may be granted in exceptional circumstances:

- Documentation of the professionalism breach in the resident's academic record/file
- Inability of the resident to obtain a "letter of good standing" from the CPGME Office

POLICY CONTACT: Associate Dean, PGME

APPENDICES

- 1. Rotation Evaluation and Educational Event Assessment Forms**
- 2. Process Map**

REFERENCES

CanERA, General Standards of Accreditation for Institutions with Residency Programs
<http://www.canera.ca/canrac/canrac/documents/general-standards-accreditation-for-institutions-with-residency-programs-e.pdf>

CanERA, General Standards of Accreditation for Residency Programs
<http://www.canera.ca/canrac/canrac/documents/general-standards-accreditation-for-residency-programs-e.pdf>

Max Rady College of Medicine, PGME Student Affairs and Wellness Office
http://umanitoba.ca/faculties/health_sciences/medicine/wellness/index.html

Max Rady College of Medicine, Professionalism Office
http://umanitoba.ca/faculties/health_sciences/medicine/professionalism/index.html

University of British Columbia, PGME Resident Evaluations of Educational Experiences
<https://med-fom-pgme.sites.olt.ubc.ca/files/2019/10/022b-Resident-Evaluations-of-Educational-Experiences-PGME-Policies-and-Procedures.pdf>

University of Manitoba, Max Rady College of Medicine, Essential Skills and Abilities for Admissions, Promotion and graduation in the MD Program
[http://umanitoba.ca/faculties/health_sciences/medicine/education/undergraduate/media/Essential_Skills_Abilities_for_Admissions_Promotion_Graduation_\(approved_June_26_2019\).pdf](http://umanitoba.ca/faculties/health_sciences/medicine/education/undergraduate/media/Essential_Skills_Abilities_for_Admissions_Promotion_Graduation_(approved_June_26_2019).pdf)

University of Manitoba, Max Rady College of Medicine, Prevention of Learner Mistreatment Policy
http://umanitoba.ca/faculties/health_sciences/medicine/education/ed_dev/media/Policy_for_Prevention_of_Learner_Mistreatment_June_21_2018.pdf.pdf

University of Manitoba, Max Rady College of Medicine, Supervision of Learners Policy
http://umanitoba.ca/faculties/health_sciences/medicine/education/ed_dev/media/Supervision_of_Learners_Policy_-_June_21_2018.pdf