**Resident & Program Director Meeting**

**Resident Name:**

**Date:**

**Location:**

**Discussion:** adapt list below as required. Items with an \* should not be removed.

1. Schedule:
2. Rotations:
3. Logbook Review:
4. Evaluations (ITERs, etc.)\*:
5. Research/Scholarly Activities/Quality Improvement\*:
6. Career Planning\*:
7. Learning Environment & Safety\*:
8. Wellness\*:
9. Academic Time:
10. Other Business:

Action Items: add any action items that the PD and/or the resident have to complete after this meeting, if applicable.

Next Meeting: add date and time.