

**Department of Medicine – Internal Medicine
Postgraduate Program
Assessment & Evaluation Policy for Faculty**

Assessment and evaluation are an important aspect of the Department of Medicine, not only for tracking Resident performance and progress, but also for program development and accreditation through the Royal College of Physicians and Surgeons. Completing assessments and evaluations in a timely manner is of utmost importance in order to produce semi-annual and annual progress reports. This document outlines the assessment and evaluation responsibilities for Faculty. If you have any questions regarding this document, or specific evaluations, please contact Sylvia Mioduszewski, Education Evaluation Coordinator (DOMevaluation@lhsc.on.ca, 519-663-3511).

ITER (In-Training Evaluation Report)

Faculty members are responsible for completing regular evaluations to assess the Resident's performance within the rotation. The ITER is used to facilitate these assessments. Faculty members are required to complete an ITER for each Resident on the rotation. This form gathers information regarding resident performance based on the CanMeds roles and is a requirement for accreditation. This form must be submitted via One45 within 4 weeks of the completion of the rotation. The assessment must also be reviewed in person with the resident to discuss their performance in terms of strengths and areas for improvement prior to the end of the rotation. It will be the responsibility of the Resident to schedule an appropriate time to meet prior to the end of the rotation.

Faculty Teaching Assessment

Reports are available through Acuity STAR (Staff Activity Reporter) that provides a summary and comparison report of Faculty Teaching Assessments. These reports include both Undergraduate and Postgraduate teaching activities. You can access these reports through the [STAR Portal](#) under the "Reports" tab. For specific instructions and information, please contact [Cathy Cole](#).

Postgraduate Medical Education, Resident Evaluation and Appeals Policy

It is the responsibility of the Resident to read this document and be familiar with its content. However, this document also provides useful information for Faculty regarding Resident assessment guidelines.

<http://www.schulich.uwo.ca/medicine/postgraduate/policies/files/Policies/2013Evaluation-and-Appeals-Policy.pdf>

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