**UNIVERSITY OF KENTUCKY COLLEGE OF MEDICINE**

**2023-2024 Course Syllabus**

**OTH 851-001**

**Acting Internship: Orthopaedic Surgery**

**4 credit hours**

This course meets according to the M4 Medical Student academic calendar. Please see “M4 SCHEDULE, ATTENDANCE POLICY, AND DUTY HOUR POLICY” below for more information.

**Scheduled Meeting Days/Time:** This course meets according to the M4 Medical Student academic calendar. Campus-specific schedules will be provided to students on or before the first day of class. An overview of the curriculum is provided [here.](https://medicine.uky.edu/sites/meded/curriculum-overview)

*Please contact the chief resident on the service you begin on for details on where to meet on your first day. This will be provided to you before you start your rotation.*

**FACULTY & STAFF CONTACT INFORMATION**

|  |
| --- |
| **Lexington Campus** |
| **Course Director:** Ray Wright, MDAssistant Program DirectorDepartment of Orthopaedic SurgeryKentucky Clinic K404Phone: 859-218-3064Email: Raymond.wright@uky.edu Office Hours: By appointment Preferred method of contact for all: email | **Co-Course Director:** Ryan Muchow, MD Program DirectorDepartment of Orthopaedic SurgeryKentucky Clinic K404Phone: 859-218-3064Email: ryan.muchow@uky.eduOffice Hours: By appointment | **Administrative Support:** Gage Bradford740 S. Limestone, K424 KY ClinicPhone: 859-218-3064Email: Gage.Bradford@uky.edu**Back-up:** Allison Altobella740 S. Limestone, K423 KY ClinicPhone: 859-218-3640Email: Allison.Altobella@uky.edu |

**COURSE DESCRIPTION & PREREQUISITES**

Prerequisite: Promotion to the Advanced Development Phase (M4) of the M.D. curriculum.

As part of the fourth-year course offerings in the College of Medicine, this secondary acting internship is designed to provide students with an advanced level of direct patient care responsibility, greater than that required during a third-year clerkship or fourth-year elective. During this course, the student will assume direct responsibility for management of patient care, and with the appropriate oversight of supervising physicians, assume the responsibilities of a first-year intern. Activities include (but are not limited to): performing the initial evaluation of patients, developing diagnostic and therapeutic plans, entering patient care orders, providing cross-coverage, and communicating with patients, family, and members of the healthcare team.

**COURSE RATIONALE**

The student will be provided with advanced surgical experiences in the field of Orthopaedic Surgery. This experience will convey the following:

- Understanding the implementation of a treatment plan in the hospital setting.

- Increased skills in the clinical evaluation of a surgical patient.

- Ability to communicate clinical findings and treatment plans to faculty, nurses, colleagues, and any other medical staff.

- Understanding of the fundamentals of the specialized physical exam and treatment of common conditions specific to Orthopaedic Surgery.

- Enhanced skills in the performance of surgical procedures crucial to the care of a hospitalized Orthopaedic Surgery patient.

The student will achieve these goals by:

- Assisting in surgical procedures,

- Attending daily scheduled morning conferences,

- Participating in the care and treatment plans of hospitalized and ambulatory surgical patients

- Attending scheduled rounds and daily scheduled clinics.

**Core Course Objectives and related UK COM Competencies**

**Course Learning Objectives**

|  |  |  |
| --- | --- | --- |
| **At the end of the course, students should be able to independently:** | **COM Competencies\*** | **Assessment****Method** |
| 1. Use relevant history, exam, and other data to accurately assess patients
 | PC3 | CR |
| 1. Develop appropriate diagnostic and therapeutic plans for patients
 | PC4, MK1 | CR |
| 1. Write notes that effectively communicate to all health professionals
 | ICS2, ICS3 | CR |
| 1. Communicate with the patient or family members regarding care plans
 | ICS1 | CR |
| 1. Identify one’s own strengths, weaknesses and limitations in one’s medical knowledge and clinical care for patients
 | PBLI1 | CR |
| 1. Develop a plan for improvement of one’s medical knowledge and/or clinical care for patients based on individual reflection and constructive feedback
 | PBLI3 | CR |
| 1. Demonstrate responsibility and accountability in all clinical and educational activities, managing personal attributes, commitments and/or limitations that might impact one’s effectiveness as a physician
 | P1 | CR |
| 1. Demonstrate sensitivity and respect toward patient individuality, including but not limited to age, gender identity, race, ethnicity, belief system, sexual orientation, ability status, culture, and other social determinants of health
 | P2 | CR |
| 1. Have professional and respectful interactions with patients, their families, colleagues and other health professionals
 | P3 | CR |
| 1. Demonstrate integrity and ethical behavior in academic and clinical settings
 | P4 | CR |

*\*COM Competencies may be found* [*here.*](https://medicine.uky.edu/sites/meded/competencies)

*CR: “clinical performance global rating”, DO: “direct observation”*

**AI CLINICAL ACTIVITIES & CONTENT**

The Acting Internship will provide students with the experience of an intern. While on the rotation, students should be assigned a workload equivalent to 50% of that typically assigned to an intern on that service. While on rotation, students should be directly responsible for patient care. Per the Acting Internship Policy, this includes:

* Perform the initial evaluation for patients presenting to the service or clinic
* Develop their own diagnostic and therapeutic plans
* Write a complete progress note documenting the management plans of the service or the clinic visit
* Communicate with the patient regarding care plans and laboratory or test results
* Assist with procedures performed by the service, if applicable (inpatient)
* Follow-up on laboratory or tests ordered during the visit (outpatient)
1. Prior to the first day on the orthopaedic service, the Clerkship Coordinator will contact you. Typical rotations will include trauma, sports, spine, pediatrics and recon. This will give you a chance to meet the Program Director and the Chairman of the department. Once assignments are finalized, you should page the chief resident, which will be listed for you prior to beginning on each service. The chief resident may also give you additional information in regards to your first day with us.
2. Weekly meetings will be scheduled with the Course Director in the Orthopaedic Conference Room K439, dates and times will be given at a later time. We will discuss cases and do presentations. Exit interviews will be conducted by Dr. Selby, Dr. Muchow and select faculty members.
3. We expect each student to come to the morning conference on their first day of rotation to be introduced to the faculty and residents (unless otherwise stated by the chief resident or faculty member). This is the fracture conference which is held in the orthopaedic surgery conference room. The conference room is located in A.07.275 in the new hospital OR’s. Conference begins at 6:30am.
4. Visiting students will meet with the clerkship coordinator to complete any other items pertaining to orientation and to hand in their grade forms from their medical schools.
5. Each student is expected to follow and to know intimately the clinical course of three (3) patients, at the minimum, per week.
6. We expect that the student will help after morning and evening rounds, when necessary; division of work in an efficient fashion is the goal. This is an excellent time to perform history and physical examinations (H&P), write notes (of various types, such as daily and postoperative), perform procedures and pick up new patients. We also expect that the students participate in the outpatient office experience with their assigned team. This includes taking in house call on designated nights. You will receive the schedule via e-mail from the clerkship coordinator the week prior to starting your rotation.
7. We expect each student to attend the surgeries on his/her patients and to be able to relate the anatomy and pathophysiology of that disease process to the patient’s course while in the operating room. Importantly, the indications for surgery and postoperative complications of the various procedures, that the patients and their disease processes represent, are the major issues for students to concentrate on. Each student should continue to closely follow the patient until discharge.
8. We expect each student to take one (1) night shift per week and two (2) weekend days while on rotation.
9. We expect each student to read twenty (20) hours per week and we emphasize that study is a major part of this experience. There are three types of study that students are responsible for while on these services: The first is basic reading on major surgical topics that will be tested via the NBME shelf examination. The second is coverage of major disease processes demonstrated by patients on your service. The third is preparation for the end of the rotation topic discussion. (see below).
10. A great way for you to communicate to your chief residents and faculty about how much you learned on Orthopaedics is the end of rotation topic discussion. During your last week on service you are expected to present a topic of your choice to the attending. This topic needs to be relevant to the service you have just completed (i.e. if you have been assigned sports then ACL injuries would be a good topic). The discussion should start with the anatomy and pathoanatomy, progress through typical history, physical examination, diagnostic evaluation, and finally treatment. You will be graded on this presentation as a part of your overall evaluation.
11. Each student is expected to communicate frequently with the service attendings and chief residents regarding the clinical activities for each day. We especially want to hear if the student is not receiving the clinical experience that is desired.
12. Before your last day of the rotation, you are to make sure the clerkship coordinator has your evaluation form to be filled out by the faculty you worked with.

**TEXTBOOKS & OTHER EDUCATIONAL MATERIALS**

General resources for the College of Medicine (for students, residents, clinicians, and medical educators), please see [Library Resources.](https://libguides.uky.edu/medicine)

**Texts:** Netters Concise Orthopaedic Anatomy (Recommended)

**INSTRUCTIONAL TECHNOLOGY REQUIREMENTS**

To meet curricular demands, all students in the UK College of Medicine (UKCOM) are required to own or have reliable access to a laptop computer meeting the minimum performance standards. See full policy on the [UKCOM Student Portal.](https://medicine.uky.edu/sites/meded/student-portal)

**Zoom:** Zoom is a cloud-based platform for video and audio conferencing, mobile collaboration, and simple online meetings. Zoom's web-based conferencing uses high-quality video and audio and is accessible on MacOS, Windows, iOS and Android mobile devices. Class sessions may be broadcast using Zoom Technology. Zoom links will be distributed to you by the chief resident on your first service.

**Oasis**: The Office of Medical Education (OME) uses OASIS, a web-based educational management system for medical schools. It is designed to organize and distribute course/clerkship schedules as well as teaching, course, and student performance evaluations. Evaluations to be completed are sent automatically. Students, faculty, and residents can access the site [here.](https://uky.oasisscheduling.com/index.html)

Students and faculty are notified by email of evaluations to be completed.

**AI SCHEDULE, ATTENDANCE POLICY, AND DUTY HOUR POLICY**

*[Can refer to an appendix in this syllabus with a sample schedule or provide block schedule/outline in this section of typical weekly activities; you may note that students will be provided a detailed schedule for their particular block prior to the start of the rotation.]*

**Absences**

Because of the importance of patient care responsibilities to their education, students must minimize time away from rotations. If an absence is necessary, the student must submit an [OME Student Absence Request](https://mednet.mc.uky.edu/omeabsence) via the [Student Portal](https://medicine.uky.edu/sites/meded/student-portal) at least two weeks prior to the start of the course, and as soon as possible in the case of emergencies (personal illness, death or serious illness of a close family member). Students missing any graded work (or clinical time) due to an excused absence are responsible for making up the missed activities. The course director will work with the student to arrange a makeup opportunity for the missed activities as soon as possible after the student’s return from the absence.

Except in unusual circumstances, planned excused absences are not permitted on the first day of a rotation or on exam days. An unexcused absence from an examination or other required activity will be counted as no credit for that activity. Unexcused absences or tardiness constitute unprofessional behavior and will be referred to the Student Progress and Promotions Committee (SPPC). Students must make up clinical work and/or course activities for all absences (whether excused or unexcused) beyond the COM Policy on Duty Hours, which exceed the following for any M4 course:

|  |  |
| --- | --- |
| Length of Clerkship | Days Absent |
| 4 weeks | 2 |

Make up activities are at the discretion of the clerkship director. Absences exceeding 4 days in a 4-week rotation may require rescheduling of the clerkship.

**Inclement Weather**

In inclement weather, students are expected to report for clinical duties and no changes will be made to clinical schedules. In the rare event of a schedule change due to inclement weather (e.g. assigned clinic closed or delayed opening), all Application (clerkship) Phase and Advanced Development (final) Phase medical students will be notified by the designated campus official.   It is important that students check Canvas and official UK email every day, particularly when inclement weather is occurring or forecast for the area, for announcements from the designated official at each local campus/program and course directors. It is the student’s responsibility to also communicate any absences to their clinical departmental team, including course/site director and coordinator.  See the [College of Medicine Student Resources portal](https://luky.sharepoint.com/sites/medicine/studentresources/SitePages/Student%20Resources.aspx) for full details of the policy.

**Duty Hour Policy**

The College of Medicine follows the ACGME guidelines on duty hours, namely that:

1. Medical students are to work no more than 80 hours per week, averaged over four weeks.
2. Medical students are to have one day out of every seven completely free from all clinical and educational duties, averaged over four weeks.
3. Medical students are to have a minimum of 10 hours off between required in-house activities.
4. Required in-house activities for medical students cannot exceed 24 hours although a student may need to stay for a few additional hours longer than the allowed 24 hours to maintain continuity of patient care.

If a student finds that the rotation that they are doing is not in compliance with these guidelines, the student should alert the Clerkship Director or Site Director and one of the Deans in the Office of Medical Education who will follow-up on this issue.

**COURSE GRADING**

**Course Requirements**

The College of Medicine utilizes a Pass/Fail grading system. The minimum level of competency to pass this Acting Internship (AI) is outlined in the table below. Each of the following items must be passed to pass the course. If any of the following components are not passed, the student will fail the AI and be referred to SPPC.

|  |  |
| --- | --- |
| Assessment | Passing Threshold |
| Student Performance Evaluations: PBLI and Professionalism (Appendix A) | 3.0 (mean rating for each item) |

Additional Expectations and Professionalism Requirements:

• Be prompt and available

• Be attentive to patient needs at all times

• Be an integral part of the patient care team

• Have a good knowledge base of basic Orthopaedic terms, skills and techniques

• Communicate with the houses staff and faculty

• Have fun and learn

• Work hard to make yourself better

All passing thresholds for student performance evaluations are calculated to 1 decimal point. The second digit after the decimal point will be rounded up if the number is ≥ 5 and rounded down if the number is < 5. A student who has not met the passing thresholds outlined in the table above has performed at an unacceptable level. To address the issue, the College of Medicine’s Student Progress and Promotions Committee (SPPC) will review both the student’s academic record and the recommendations of the department that assigned the mark. They will determine a plan of action that may include remediation, repetition of all or a portion of the course or curriculum year; or dismissal from the College. Professionalism is a core competency expected of all students. Minimum penalty for violation of professionalism and academic integrity is a zero score on the assignment/assessment on which the offense occurred.Any unprofessional behavior may result in a failing grade for the course, regardless of other performance in the course.

**Formal Mid-clerkship Feedback**

The student **must** meet with a faculty member (course director or other designated faculty) by the mid-clerkship point to review their progress and to discuss what they are doing well, what they can improve upon and how they can make those improvements happen. Students should address concerns about their clinical performance and evaluation at that time. The clerkship coordinator will reach out to the student9s) directly to schedule this.

**Direct Observation**

Each student will be directly observed performing a skill important for internship using Appendix B. This is to occur with a faculty member or resident/fellow (≥ PGY2). The assignment is formative, meaning it is to provide feedback to you about your clinical skills. You will receive full credit for completing it on time.

**UK & UKCOM ACADEMIC POLICIES**

Students are responsible for following the UK COM policies pertaining to medical students as outlined on the [Student Portal](https://medicine.uky.edu/sites/meded/student-portal) and the [University Senate website on Academic Policies.](https://www.uky.edu/universitysenate/acadpolicy)

Policies include, but not limited to, issues of:

* disability/academic accommodations due to disability
* attendance, excused absences, excused absences for military duties, verification of absences, and bad weather
* course evaluations
* academic integrity/academic offenses/professionalism

**Attendance:** As a professional school, the UK COM attendance and active participation are required in all components of the curriculum. If it is necessary for you to be absent from a required MD program activity, you must submit a request at a minimum of two weeks prior to scheduled events, and as soon as possible in the case of urgent events. Please use the Student Portal to submit an [OME Student Absence Request](https://mednet.mc.uky.edu/omeabsence). Students may be asked to verify their absences in order for them to be considered excused.

**Course Materials and Copy Statement:** All content for this course, including handouts, assignments, and lectures are the intellectual property of the instructors. Materials in this course are intended for use only by students registered and enrolled in this course and only for instructional activities associated with and for the duration of the course. They may not be retained in another medium or disseminated further. Materials cannot be reproduced or sold without prior permission from the instructors. They are provided in compliance with the provisions of the ["TEACH" Act.](https://www.copyright.gov/docs/regstat031301.html)

A student may use the material for reasonable educational and professional purposes extending beyond this class, such as studying for a comprehensive or qualifying examination in a degree program, preparing for a professional or certification examination, or to assist in fulfilling responsibilities at a job or internship. Video and audio recordings by students are not permitted during the course unless the student has received prior permission from the clerkship director/instructor. Any sharing, distribution, and or uploading of these recordings outside of the parameters of the course is prohibited. Students with specific recording accommodations approved by the Disability Resource Center should present their official documentation to the instructor.

**Diversity, Equity, and Inclusion (DEI):** The University of Kentucky is committed to our core values of diversity and inclusion, mutual respect and human dignity, and a sense of community (Governing Regulations XIV). We acknowledge and respect the seen and unseen diverse identities and experiences of all members of the university community [(Ethical Principles and Code of Conduct).](https://www.uky.edu/regs/gr14) These identities include but are not limited to those based on race, ethnicity, gender identity and expressions, ideas and perspectives, religious and cultural beliefs, sexual orientation, national origin, age, ability, and socioeconomic status. We are committed to equity and justice and providing a learning and engaging community in which every member is engaged, heard, and valued.

We strive to rectify and change behavior that is inconsistent with our principles and commitment to creating a safe, equitable, and anti-racist environment. If students encounter such behavior in a course, they are encouraged to speak with the instructor of record or the college’s diversity officer, who is charged with addressing concerns about diversity, equity, and inclusiveness: ([DEI Officer Directory](https://dei.uky.edu/people)). Students may also contact a faculty member within the department, program director, the director of undergraduate or graduate studies, the department chair, or the dean. To submit an official report of bias, hatred, racism, or identity-based violence, visit the Bias Incident Support Services website to report concerns ([here.](https://medicine.uky.edu/sites/diversity/receive-support)).

**Face Covering/Distancing Policy:** Masking and distancing policies continue to evolve locally and nationwide. Please refer to Canvas for the most up-to-date guidelines at each COM campus location.

**Make up work:** Students missing any graded work due to an excused absence, are responsible for making up the missed activities.   The course director will work with the student to arrange a makeup opportunity for the missed graded activities as soon as possible after the students return from the absence.

**Professionalism:** Professionalism is one of the six College of Medicine competencies that all students must achieve prior to graduation. Empathy, integrity, honesty, concern for others, dependability, good interpersonal skills, interest and motivation to excel are all personal qualities that are expected of the University of Kentucky College of Medicine students. It is expected that students be respectful to others in the classroom/lab environment/on-line environment/clinical setting and engage in civil discourse when discussing topics that have a diversity of perspectives. Minimum penalty for violation of professionalism and academic integrity is a zero score on the assignment/assessment on which the offense occurred.**Any behavior that deviates from these characteristics will result in referral to the Student Progress and Promotions Committee and may result in a failing grade for the course, regardless of other performance in the course.**

**Religious Observances:** Students anticipating an absence for a major religious holiday are responsible for notifying the course director and OME of anticipated absences due to their observance of such holidays by submitting an absence request through the Student Portal: [OME Student Absence Requests.](https://mednet.mc.uky.edu/omeabsence)

**UK COM STUDENT SERVICES & RESOURCES**

**Study Strategy Assistance:** The UK College of Medicine Office of Medical Education offers services for assistance with study strategies, time-management skills, and best practices in approaching multiple choice exam questions.  If you need these services, contact information and meeting scheduling links can be found on the Academic Support website [here.](https://medicine.uky.edu/sites/meded/academic-success)

**Student Wellness:** The UK College of Medicine Office of Medical Education is committed to excellence in education. We understand the demands and challenges of medical school. Our goal is to provide a supportive community that promotes wellness to help learners become the best physicians they can be.  Below are quick references to wellness resources, staff, and programs to help decrease stress, increase physical activity, and enhance general wellness. These are also found on the Medical Student Education Wellness website [here.](https://medicine.uky.edu/sites/meded/wellness)

* **The Lexington Medical Society Physician Wellness Program** – LMS has contracted with The Woodland Group to provide counseling to University of Kentucky College of Medicine students at all campuses at no cost (12 free sessions per calendar year). Telehealth is available for students at all campuses. To make an appointment, call the confidential hotline at (800) 350-6438. Non-emergency sessions will be scheduled during regular business hours. Emergency sessions can be scheduled on a 24-hour, 7 days-a-week basis.
* **Resilient –** A student led initiative aimed at improving the wellness and mental health of medical students through prevention, intervention and de-stigmatization.
* **Dedicated UK COM psychologist for medical students** - Students are provided free personal counseling and mental health services through a psychologist dedicated to the needs of medical students. Appointments are made directly with Jamie Hopkins, PhD by emailing Jamie.Hopkins@uky.edu.
* **The University of Kentucky Counseling Center** - confidential consultation and brief therapy to currently enrolled UK students, [UK Counseling Center.](https://www.uky.edu/counselingcenter/) All services are free of charge, 859-257-8701.
* **The Medical Student Support Program** - Sponsored by the Department of Psychiatry and the UK COM Dean’s office. Services are provided off campus by psychiatry providers who do not work with and therefore do not evaluate students on clinical rotations, [Behavioral Health,](https://ukhealthcare.uky.edu/university-health-service/student-health-services/behavioral-health) 859-218-5862.
* **University Health Services Behavioral Health** - University Health Services psychiatrists and mental health providers provide counseling and medication management for a variety of conditions, 859-323-5511.

**Additional Bowling Green Campus Wellness Resources**

* **WKU Counseling Center** - The [WKU Counseling Center](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.wku.edu%2Fheretohelp%2F&data=02%7C01%7Chelen.garces%40uky.edu%7Ce443d9c9d7c040c89ada08d833ceb9c8%7C2b30530b69b64457b818481cb53d42ae%7C0%7C0%7C637316310253154093&sdata=3E1NZ3AnURkPOQ1OGWj9lfUt74IEZVxhWBiMnnooNLY%3D&reserved=0)is located in 409 Potter Hall on WKU’s main campus and offers therapy for individuals, couples, and groups. To make appointments: 270-745-3159. This service is free to all UK COM BG students.
* **WKU Talley Family Counseling Center** - The [WKU Talley Family Counseling Center](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.wku.edu%2Ftalleycounseling%2Fcontact.php&data=02%7C01%7Chelen.garces%40uky.edu%7Ce443d9c9d7c040c89ada08d833ceb9c8%7C2b30530b69b64457b818481cb53d42ae%7C0%7C0%7C637316310253154093&sdata=XwYrHT7OhfN2gSTXlGHVFwBH7dzazVkor%2Ft8LqGdEy8%3D&reserved=0) is located in 3012 Ransdell Hall on WKU’s campus and offer counseling services for individuals, couples and families. To make appointments: 270-745-4204. This service is free to all UK COM BG students
* **WKU PsyD Counseling Program** - The WKU PsyD Counseling Program is located in 1035 Ransdell Hall on WKU’s campus and offer counseling services for individuals. To make appointments: 270-745-2696. They offer Saturday and evening appointments. This service is free to all UK COM BG students.

**Additional Northern Kentucky Campus Wellness Resources**

* **NKU Health, Counseling, and Student Wellness Center** - The [NKU Counseling Center](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Finside.nku.edu%2Fhcsw%2Fcounseling.html&data=02%7C01%7Chelen.garces%40uky.edu%7C83766a0a945d42bc492508d833feb936%7C2b30530b69b64457b818481cb53d42ae%7C0%7C0%7C637316516403645291&sdata=CkC4uQCEBAGawK%2FDsrFd2aOqInUpPaPNUGCjwV2Fi1s%3D&reserved=0)is located in the University Center on NKU’s main campus and offers therapy for individuals, couples, and groups. To make appointments: 859-572-5650. This service is free to all UK COM NKY students.

**Appendix A: University of Kentucky College of Medicine M4 Secondary Acting Internship**

**Student Performance Evaluation**

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | 2 | 3 | 4 |

**Please assess the student’s performance during your time working with this student.**

|  |
| --- |
| **Use relevant history, exam, and other data to accurately assess patients (PC3)** |
| Due to inadequate skills, needed someone to do it for them | Requires close supervision-needed someone to talk them through it | Requires minimal supervision-needed prompting from time to time | Performs independently-may have needed someone to add subtle points but they were competent at an intern level |
| **Develop appropriate diagnostic and therapeutic plans for patients (PC4, MK1)**  |
| Due to inadequate skills, needed someone to do it for them | Requires close supervision-needed someone to talk them through it | Requires minimal supervision-needed prompting from time to time | Performs independently-may have needed someone to add subtle points but they were competent at an intern level |
| **Write notes that effectively communicate to all health professionals (ICS2, ICS3)** |
| Due to inadequate skills, needed someone to do it for them | Requires close supervision-needed someone to talk them through it | Requires minimal supervision-needed prompting from time to time | Performs independently-may have needed someone to add subtle points but they were competent at an intern level |
| **Communicate with the patient or family members regarding care plans (ICS1)** |
| Due to inadequate skills, needed someone to do it for them | Requires close supervision-needed someone to talk them through it | Requires minimal supervision-needed prompting from time to time | Performs independently-may have needed someone to add subtle points but they were competent at an intern level |

|  |
| --- |
| **Identify one’s own strengths, weaknesses and limitations in one’s medical knowledge and clinical care for patients (PBLI1)** |
| Ineffective in personal assessment so only able to acknowledge deficiencies that others report | Feedback stimulates self-assessment which is focused on the ability to complete a task without considering the quality of the performance | Initiates self-assessment, identifying specifics about his/her ability to perform tasks and the quality of that performance | Ongoing self-assessment, identifying his/her strengths and weaknesses based upon viewing others and anticipating future needs |
| **Develop a plan for improvement of one’s medical knowledge and/or clinical care for patients based on individual reflection and constructive feedback (PBLI3)** |
| Unable to recognize deficiencies so improvement activities are limited and/or inappropriate | Selects improvement activities based on available resources (regardless if appropriate) | Seeks out additional resources to select appropriate improvement activities | Chooses optimal improvement activities based on current and future needs |
| **Demonstrate responsibility and accountability in all clinical and educational activities, managing personal attributes, commitments and/or limitations that might impact one’s effectiveness as a physician (P1)** |
| Consistently late or absent from activities and/or unreliable in completing academic or clinical responsibilities | Frequently late to activities and/or academic or clinical responsibilities are completed late or after multiple reminders | Occasionally late to activities and/or needs an occasional reminder to complete academic or clinical responsibilities | Reliably arrives on time for activities and reliably completes all academic or clinical responsibilities without reminders  |
| **Demonstrate sensitivity and respect toward patient individuality, including but not limited to age, gender identity, race, ethnicity, belief system sexual orientation, ability status, culture, and other social determinants of health (P2)** |
| Comments show bias against perspectives or beliefs different from one’s own  | Comments show insensitivity to perspectives or beliefs different from one’s own  | Comments show a lack of awareness of perspectives or beliefs different from one’s own  | Comments are accepting of perspectives or beliefs different from one’s own  |
| **Have professional and respectful interactions with patients, their families, colleagues and other health professionals (P3)** |
| Discourteous in routine interactions and/or dismissive of the viewpoints of others | Respectful in selected situations, but notably lacks sensitivity in others | Respectful in routine interactions with occasional lapses, particularly when stressed or fatigued | Consistently respectful and empathic in all interactions |
| **Demonstrate integrity and ethical behavior in academic and clinical settings (P4)** |
| Repeated lapses in honest and forthright behavior | Occasional lapses in honest and forthright behavior, but reluctant to acknowledge these lapses  | Occasional lapses in honest and forthright behavior, but readily acknowledges lapses  | Consistently honest and forthright in interactions |

**Appendix B: Direct Observation**