

NEWLY APPROVED TRAINING SITE PROGRESS REPORT

(To be completed by the Program Evaluation Committee)

Name of Training Program:

Name of Training Site:

Name of Department(s):

Utilization Start Date:

Site Review Date:

List of Reviewers:

Type of Progress Report:

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First Progress Report

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Second Progress Report

I. INTRODUCTION

A brief description of how the review was conducted and the list of documents reviewed.

II. ROTATION OVERVIEW

A brief description of the type of rotation(s) conducted in the site and number of Trainees who have been posted in the site thus far.

III. PEC ASSESSMENT OF THE ROTATION

This section should briefly cover information for the following subheadings:

- A. Residents' Feedback
- B. Faculty Feedback
- C. Review of the In-Training Assessment Reports of the Trainees Posted in the Site
- D. Review of the Rotation Evaluation
- E. Review of Faculty Evaluation
- F. Review of the Residents' Case Logs, Logbooks, Portfolio, whichever is applicable
- G. Review of duty hours logging, resident and faculty survey, whichever is applicable
- H. Review of quality assurance and scholarly activities done within the last 6 months

IV. STRENGTHS OF THE ROTATION

V. CHALLENGES AND/OR AREAS FOR IMPROVEMENTS

VI. PROGRAM EVALUATION COMMITTEE RECOMMENDATIONS:

This section should cover the PEC recommendations on:

- A. Whether or not to continue utilizing the site.
- B. Applying for expansion of rotation (additional blocks, additional Trainees, level of training, new rotation, etc.).
- C. Addressing the identified areas for improvement.