



Northern Ontario  
School of Medicine  
École de médecine  
du Nord de l'Ontario  
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## Phase 3 - Elective Assessment Form

Must be completed at the end of the elective by Preceptor.

<b>Student Name (PRINT)</b>			<b>NOSM ID:</b>		
<b>Elective Title:</b>					
<b>Specialty:</b>					
<b>Hospital/Clinic Name:</b>					
<b>Preceptor Name (PRINT):</b>					
<b>Elective Dates:</b>					
<b>A) Assessment of Clinical Competence</b>					
	<b>Unable to Assess</b>	<b>Unsatisfactory **</b>	<b>Below Expectations</b>	<b>Meets Expectations</b>	<b>Exceeds Expectations</b>
<b>A. MEDICAL EXPERT</b>					
Knowledge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Assessment Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Procedure Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Therapeutics and Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>B. COMMUNICATOR</b>					
Communication with patients/families	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Case presentation and documentation skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>C. COLLABORATOR</b>					
Collaborates with staff/colleagues/others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>D. LEADER</b>					
Time management skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Engagement with members of team	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>E. HEALTH ADVOCATE</b>					
Patient-centered approach to care	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>F. SCHOLAR</b>					
Motivation and initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Assessment of Overall Clinical Performance</b>					
	<b>Pass</b>		<b>Fail</b>		
Overall Clinical Performance	<input type="checkbox"/>		<input type="checkbox"/>		
<b>Overall Comments on Clinical Competence (Mandatory – May be included on Medical Student Performance Record/Dean's Letter):</b> **Any unsatisfactory clinical elements require further documentation below.					

## B) Assessment of Professional Behaviour

### Interpretation (PLEASE READ CAREFULLY):

Please evaluate the student's Professional Behaviour in the Clinical Encounter you have facilitated with the rubric provided. This form is to report on Professional Behaviour in the associated session and **in itself is not summative**. It will become part of the Student's Professionalism File which is reviewed yearly by the Committee to Support Student Professionalism (CSSP).

All professionalism forms with grades of **Below Expectations or Unsatisfactory** will be flagged for review and require additional comments explaining the grade in the "Faculty Comments" section. Professionalism issues will be reviewed and addressed by the CSSP. You may be contacted with a request for clarification of your assessment. "Unsatisfactory" or "Below Expectations" flags in themselves do not constitute a fail. Patterns of professionalism behaviour will be monitored by the CSSP. If you have concerns and want to speak directly to someone on the CSSP please contact [umeprofessionalism.ca](http://umeprofessionalism.ca).

	Unable to Assess	Unsatisfactory **	Below Expectations	Meets Expectations	Exceeds Expectations
<b>A. HONESTY</b>					
Acknowledgement of own deficits or limitations	<input type="checkbox"/> Not applicable or insufficient information.	<input type="checkbox"/> Dishonest or falsifies information.	<input type="checkbox"/> Some concerns or omissions.	<input type="checkbox"/> Truthful and honest.	<input type="checkbox"/> Discloses proactively and effectively to improve patient care.
Acknowledgement of contribution of others	<input type="checkbox"/> Not applicable or insufficient information.	<input type="checkbox"/> Takes credit for another's work.	<input type="checkbox"/> Some concerns or omissions.	<input type="checkbox"/> Truthful and honest and acknowledges contribution of others.	<input type="checkbox"/> Discloses proactively and effectively to improve team and learning environment.
<b>B. RESPECT</b>					
Respectful attitude towards colleagues and team	<input type="checkbox"/> Not applicable or insufficient information.	<input type="checkbox"/> Demonstrates a lack of awareness and/or respect towards colleagues.	<input type="checkbox"/> Disrespectful towards a colleague and apologizes appropriately.	<input type="checkbox"/> Demonstrates respect and a willingness to reflect, receive feedback, and learn about the impact of self on others.	<input type="checkbox"/> Always respectful to team members. Sought after by colleagues to work collaboratively.
<b>C. SELF AWARENESS</b>					
Acceptance of constructive feedback	<input type="checkbox"/> Not applicable or insufficient information.	<input type="checkbox"/> Resistant or defensive in receiving feedback.	<input type="checkbox"/> Occasionally challenges feedback provided.	<input type="checkbox"/> Willing to learn from, and explore feedback.	<input type="checkbox"/> Actively seeks and integrates feedback.
Motivation and initiative	<input type="checkbox"/> Not applicable or insufficient information.	<input type="checkbox"/> Not engaged. Does not demonstrate initiative and motivation.	<input type="checkbox"/> Disinterested at times. Some concerns about initiative and motivation.	<input type="checkbox"/> Achieves an appropriate level of initiative and motivation for the required tasks.	<input type="checkbox"/> A role model for balancing responsibilities & achievements; inspires initiative and motivation.

<b>D. RESPONSIBILITY</b>					
Punctuality and preparation	<input type="checkbox"/> Not applicable or insufficient information.	<input type="checkbox"/> Does not prepare as directed. Arrives late for scheduled activity on more than one occasion.	<input type="checkbox"/> Inadequate preparation or arrives late on one occasion.	<input type="checkbox"/> Prepares for all sessions. Arrives on time for all sessions and activities.	<input type="checkbox"/> Prepares beyond the requirements. Consistently arrives early. Proactive in completing administrative and clinical tasks.
Attendance/informs preceptors of excused absence	<input type="checkbox"/> Not applicable or insufficient information.	<input type="checkbox"/> Does not attend a scheduled activity and fails to inform preceptor of absence.	<input type="checkbox"/> Fails to inform preceptor of absence but takes appropriate steps to make up for lapse or absence.	<input type="checkbox"/> Attends all scheduled activities or appropriately informs preceptors of any absences.	<input type="checkbox"/> Demonstrates leadership for system improvement. Anticipates needs and is proactive in assisting with administrative issues that may come up during scheduled activities.
<b>E. CRITICAL PERFORMANCE ELEMENTS</b>					
Maintenance of professional boundaries	<input type="checkbox"/> Not applicable or insufficient information.	<input type="checkbox"/> Fails to maintain professional boundaries. Action and behaviours take away from trust.	<input type="checkbox"/> Minor lapses in professionalism	<input type="checkbox"/> Behaviours and actions consistent with a professional role in a setting that inspires trust.	<input type="checkbox"/> Actively builds trust through exemplary behaviour and actions in professional role.
Maintenance of patient confidentiality	<input type="checkbox"/> Not applicable or insufficient information.	<input type="checkbox"/> Fails to respect or neglects confidentiality.	<input type="checkbox"/> Inadvertent lapse in confidentiality that is corrected.	<input type="checkbox"/> Respects confidentiality.	<input type="checkbox"/> Respects confidentiality and identifies potential risks in confidentiality.
Alcohol and drugs	Select One:	<input type="checkbox"/> HAS USED alcohol or drugs in a way that could interfere in any clinical responsibility	<input type="checkbox"/> NEVER uses alcohol or drugs in a way that could interfere in any clinical responsibility		
Dress code	Select One	<input type="checkbox"/> DOES NOT adhere to the dress code guidelines for clinical encounters as outlined in the NOSM Code of Student Conduct.	<input type="checkbox"/> ADHERES to the dress code guidelines for clinical encounters as outlined in the NOSM Code of Student Conduct.		
<b>Overall Comments on Professional Behaviour (Mandatory – May be included on Medical Student Performance Record/Dean’s Letter):</b> **Any unsatisfactory professional behaviour elements require further documentation below.					

Preceptor's Signature: \_\_\_\_\_ Date (Day/Month/Year): \_\_\_\_\_

Student: Discussion		
	Yes	No
Did you have an opportunity to discuss your performance with your preceptor?	<input type="checkbox"/>	<input type="checkbox"/>

Note: Personal Information on this form is collected and will be used to record assessment of NOSM student performance during elective on the student record. Any questions on this collection should be directed to the NOSM Student Records & Electives Officer using the contact information noted below.

Please return to the NOSM Student Records & Electives Officer at [Records@nosm.ca](mailto:Records@nosm.ca) or Fax: 807-766-7485  
 NOSM East Campus, Laurentian University, 935 Ramsey Lake Road, Sudbury, ON P3E 2C6

DO NOT REMOVE THIS DOCUMENT HISTORY RECORD		
Review cycle for this document: 1 year (October 2019)		
Version	Date	Author/Comments/Amendments/Approvals
1.0	26 Feb 2016	Elective Assessment form for P3 separated from Phase 1; Phase 3 Director, Student Records and Electives Officer, and Phase 3 Student Representatives
	21 Mar 2016	Approved by Phase 3 Committee (P3C)
	27 Feb 2017	Approved by Phase 3 Committee (P3C) no changes
2.0	09 Jan 2019	Reviewed by C. Pun & L. Toner. More detailed rubric for professional behavior and interpretation statement added
	14 Jan 2019	Approved by Phase 3 Committee (P3C)
	14 Feb 2019	Student Assessment and Promotion Committee (SAPC) reviewed and removed inapplicable Required Clinical Learning Experience language
	21 Mar 2019	Approved by SAPC