APPENDIX A: PROCESS FLOW CHART

ROTATION ASSESSMENT (within 28 days of end of rotation) ✓ During-rotation Feedback Provided (face-to-face verbal and/or documented) ✓ End-of-rotation Formal Assessment Provided (i.e. ITERs, written assessments, other tools or composite of tools) ✓ Resident signs the assessment to note it has been viewed INCONSISTENT OR DOES NOT MEET EXPECTATIONS MEETS EXPECTATIONS MEETS OVERALL EXPECTATIONS (with concerns) No concerns noted in New or minor concerns noted in ANY domain Failed rotation, persistent pattern of deficiency, or other major concerns noted ANY domain (rotation not failed) (i.e. in ANY CanMEDS Domains or CFPC Skill Dimensions) Face-to-face meeting with resident to discuss 1. Face-to-face meeting with the resident to discuss assessment concerns and consider a learning support plan 2. Consultation with RTC regarding appropriate action 3. PGME Office Consultation (contact pdassist@ucalgary.ca) ✓ Continue with regular rotation Develop a LEARNING SUPPORT PLAN TRIGGERS FOR REMEDATION TRIGGERS FOR IMMEDIATE PROBATION Program develops a support plan independently or contact the ✓ overall failure in one or more rotations ✓ two failed rotations in a 12-month period PGME Office for support and/or resources ✓ pattern of *repeated* deficiencies (although usually remediation happens first) (pdassist@ucalgary.ca) and execute within the scheduled ✓ failure of a program-specific requirement rotation(s) ✓ concern around patient safety or professional misconduct ✓ resident has already done 12 weeks remediation during their residency training √ serious patient safety/professional misconduct incident occurred MEETS EXPECTATIONS DOES NOT MEET EXPECTATIONS ✓ Continue on to ✓ Consult with RTC whether to 1. Develop remediation documents (contract and learning plan) with PGME support including clear criteria for a successful and unsuccessful remedation regularly scheduled proceed to remediation 2. Obtain Resident, Program Director, RTC, and Associate Dean PGME approval rotaitons 3. Execute plan within rotations selected for remediation **PROBATION** 1. Develop probation documents (letter, contract, and plan) with PGME support including clear criteria for a successful and unsuccessful remedation SUCCESSFUI UNSUCCESSFUL 2. Obtain Resident, Program Director, RTC, and Associate Dean PGME approval ✓ Proceed with ✓ Consult with RTC 3. Notify the CPSA and AHS regular program whether to proceed to 4. Execute plan modifying rotations selected for probation probation SUCCESSFUL UNSUCCESSFUL ✓ Proceed with regular program, , ✓ Consult with PGME regarding including any needed learning dismissal support plan, with some

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