

Evaluation of Community Preceptors Policy

Council of Ontario Faculties of Medicine

February 2016

COUNCIL OF
ONTARIO FACULTIES
OF MEDICINE

An affiliate of the Council of Ontario Universities



COUNCIL OF
ONTARIO
UNIVERSITIES
CONSEIL DES
UNIVERSITÉS
DE L'ONTARIO

Evaluation of Community Preceptors Policy

Purpose

The requirement for medical education teaching staff to receive timely feedback on their performance is entrenched in the accreditation standards for both Undergraduate Medical Education (UGME) and Postgraduate Medical Education (PGME) programs in Canada.

UGME program accreditation standards (Standards for Accreditation of Medical Education Programs Leading to the M.D. Degree) are developed by the Committee on Accreditation of Canadian Medical Schools (CACMS) and include:

- Standard 4.4 Feedback to Faculty
- A medical school faculty member receives regularly scheduled and timely feedback from departmental and/or other programmatic or institutional leaders on his or her academic performance and progress toward promotion and, when applicable, tenure. *CACMS Standards and Elements – March 2015 (Effective July 1, 2015).*

PGME accreditation standards, developed jointly by Royal College of Physicians and Surgeons of Canada (RCPSC), College of Family Physicians of Canada (CFPC) and the Collège des médecins du Québec (CMQ), which include:

- 3.8.5 Teachers in the program must be assessed.
- 3.8.5.1 There must be an effective mechanism to provide teaching staff in the program with honest and timely feedback on their performance. *General Standards Applicable to All Residency Programs (B Standards).*

The UG and PG medical programs fully support the importance of regular and timely feedback for all faculty, including community preceptors. There is an inherent power imbalance between medical learners and faculty which can impede honesty in the evaluation process. In order to ensure anonymity of student feedback, the standard process is to provide compiled, anonymous feedback to preceptors once the preceptor has had a minimum of three learners from the same school and, in some cases, the same year. Preceptors who don't take students each rotation, or takes students from different schools each rotation, will not meet the criteria for receiving anonymized feedback in a timely manner. It may take a few years to compile a minimum of three evaluations from a particular school.

The following policy and principles will guide the evaluation process to support regular feedback while maintaining faith in the confidentiality of the process.

Policy

Each Faculty of Medicine will ensure processes are in place to evaluate faculty, including community preceptors, and to provide feedback in a timely manner. These processes will adhere to the following three principles:

- Preceptor evaluations should be completed using the form/process of their affiliated university.
- Evaluation processes must ensure learners' anonymity in the process in order to foster honest feedback.
- Community preceptors will receive, at a minimum, annual acknowledgement from their affiliated university of their annual educational contribution.

COFM Dean Approval: February 22, 2016