

**General Nephrology
Trainee Review for Competency Committee**

Updated: December 11, 2024

Reviewed by Residency Program Committee: December 17, 2024

Date of Next Scheduled Review: December 2025

Preamble: The academic advisor will use the form below to review all the trainee’s evaluations. The academic advisor will meet with the trainee before each Competence Committee meeting. After the meeting, the academic advisor would give a preliminary evaluation based on the form. This will be discussed and affirmed at the CC meeting. If the trainee is progressing as expected, then no further action is needed. If the trainee is not progressing as expected, then a second meeting with the trainee will occur to go over a plan.

Policy References:

- [General Standards of Accreditation for Residency Programs](#)
- [Nephrology Training Program Standards of Accreditation](#)
- [Competence by Design Technical Guide Series for Competence Committees \(2020\)](#)
- [Schulich School of Medicine & Dentistry PGME Resident Assessment & Appeals Policy](#)
- Competence Committee Terms of Reference
- Nephrology Training Program Competence Committee Process and Procedures Guide
- Fundamental Principles Underpinning the Functioning of the Nephrology Training Program Competence Committee

Name of Trainee: _____

Date: _____

Review of Previous Report

Date of last CC meeting	
Action Items from last CC meeting	<input type="checkbox"/> Progress is accelerated <input type="checkbox"/> Progressing as expected <input type="checkbox"/> Not progressing as expected <input type="checkbox"/> Failure to Progress <input type="checkbox"/> Inactive Comments:

Review of Current Progress

<p>EPA Assessments</p> <table border="1"> <thead> <tr> <th>BLOCK #</th> <th>DURATION</th> <th>STAGE OF TRAINING</th> </tr> </thead> <tbody> <tr> <td>1-2</td> <td>8 weeks</td> <td>Transition to Discipline</td> </tr> <tr> <td>3-8</td> <td>24 weeks</td> <td>Foundations of Discipline</td> </tr> <tr> <td>9 (year 1)- 12(year 2)</td> <td>68 weeks</td> <td>Core of Discipline</td> </tr> <tr> <td>13</td> <td>4 weeks</td> <td>Transition to Practice</td> </tr> </tbody> </table>	BLOCK #	DURATION	STAGE OF TRAINING	1-2	8 weeks	Transition to Discipline	3-8	24 weeks	Foundations of Discipline	9 (year 1)- 12(year 2)	68 weeks	Core of Discipline	13	4 weeks	Transition to Practice	<p>Current Progress</p> <ul style="list-style-type: none"> <input type="checkbox"/> Transition to Discipline (__/2 complete) <input type="checkbox"/> Foundations to Discipline (__/11 complete) <input type="checkbox"/> Core of Discipline (__/23 complete) <input type="checkbox"/> Transition to Practice (__/1 complete) <p>Action Plan</p> <ul style="list-style-type: none"> <input type="checkbox"/> Pending rotations <input type="checkbox"/> Need to send out EPAs <input type="checkbox"/> Need more exposure <p>Notes:</p>
BLOCK #	DURATION	STAGE OF TRAINING														
1-2	8 weeks	Transition to Discipline														
3-8	24 weeks	Foundations of Discipline														
9 (year 1)- 12(year 2)	68 weeks	Core of Discipline														
13	4 weeks	Transition to Practice														
<p>ITER (One45) Assessments</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Reviewed <input type="checkbox"/> All To Do items completed in One45 <p>Comments or red flags:</p>															
<p>Review of Multisource Feedback Forms</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Reviewed <p>Notes:</p>															
<p>Review of elective evaluations (if applicable)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Reviewed <input type="checkbox"/> Not applicable <p>Notes:</p>															

Academic Half Day Attendance	<input type="checkbox"/> Reviewed <input type="checkbox"/> Poor attendance Comments:
Scholarly Project (QI, research)	Topic: Supervisor: Comments:
Presentations/Teaching	<input type="checkbox"/> Interhospital Grand Rounds <input type="checkbox"/> Interhospital Journal Club <input type="checkbox"/> IM Resident Teaching
Hidden Curriculum	<input type="checkbox"/> Online module complete <ul style="list-style-type: none"> • <i>Scheduled January 15, 2025- Academic Half Day</i>
Fatigue Risk Management	<input type="checkbox"/> Online module complete <ul style="list-style-type: none"> • <i>Scheduled August 13, 2024-Summer Series PGY4s</i> • <i>Scheduled August 21, 2024-Summer Series PGY5s</i>

Overall Assessment of Resident Progress

Procedure Skills	Any red flags or concerns?
Learner Environment & Safety	
Wellness	<input type="checkbox"/> Have you met with your wellness lead? <input type="checkbox"/> Do you feel supported? <input type="checkbox"/> Concerns about fatigue?
Career Planning	<input type="checkbox"/> Has the trainee met with the career planning committee? <input type="checkbox"/> Does the trainee have a plan for future training/career? <input type="checkbox"/> Any concerns or suggestions?

General Comments	
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Based on the above discussion, the trainee is:

- Progress is accelerated
- Progressing as expected
- Not progressing as expected
- Failure to Progress
- Inactive

Pending on the affirmation of the Nephrology Training Program Competence Committee.

Academic Advisor's Name: _____

Academic Advisor's Signature: _____

To be filled out by Trainee:

- I agree with the above review
- I do not agree with the above review

Comments:

Trainee's Name: _____ Trainee's Signature: _____

Competence Committee Assessment

The Competence Committee affirms that the above trainee is:

- Progress is accelerated
- Progressing as expected
- Not progressing as expected
- Failure to Progress
- Inactive

Competence Committee Chair Signature: _____

If trainee is not progressing as expected, a follow up meeting must be documented below:

Date of meeting:	
Reasons for not progressing as expected:	
Action Plan	

Trainee signature: _____

Evaluator signature: _____