



Summative Evaluation Policy

Graduate Medical Education Committee - Policies and Procedures

Purpose

In order to comply with the Accreditation Council for Graduate Medical Education's Common Program Requirements, the University of Arizona College of Medicine Graduate Medical Education Committee promulgates this Policy. "Resident," as used in this policy, refers to both specialty residents and subspecialty fellows.

Summative Evaluations

Each Program Director must prepare a summative evaluation for each resident upon completion of his or her training program. This evaluation must document the resident's performance during the final period of education, become part of the resident's permanent record maintained by the University, and must be accessible for review by the resident in accordance with University policy.

Summative Evaluation Content

Program Directors, in preparing summative evaluations, should ensure that:

- Decisions are based on pre-established criteria and thresholds, not as measured against the performance of past or current residents;
- Decisions are based on current performance, not based on formative assessments that capture the process of developing abilities;
- Residents are informed when an assessment is for summative purposes rather than formative purposes; and
- The summative evaluation is discussed with the resident and that the resident receives a copy of the summative evaluation for his or her records.

The summative evaluation must assess to what extent the resident has mastered each component of clinical competence, including:

- patient care
- medical knowledge
- practice-based learning and improvement
- interpersonal and communication skills
- professionalism; and
- systems-based practice

In addition, the summative evaluation should verify that the resident has demonstrated sufficient competence to enter practice without direct supervision.



COLLEGE
OF MEDICINE

Graduate Medical Education
Tel: (520) 626-7878
Fax: (520) 626-0090
medicine.arizona.edu

1501 N. Campbell Ave.
P.O. Box 245085
Tucson, AZ 85725-5085

Summative Evaluation Process

1. The Program Director will meet with the resident to discuss the content of the summative evaluation. The resident will acknowledge receipt of the summative evaluation by signing an acknowledgment, the form of which is attached to this Policy, which will verify that the Program Director has discussed the evaluation with the resident.
2. A copy of the final summative evaluation and the acknowledgement of receipt of the summative evaluation will be forwarded to the GME Office.

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ACKNOWLEDGMENT OF RECEIPT AND REVIEW OF SUMMATIVE EVALUATION

I, _____, acknowledge that I received a copy of the summative evaluation related to my training at the University of Arizona College of Medicine, and that I had an opportunity to review its contents with my Program Director.

Dated this _____ day of _____, 20__.

Resident's Signature

Printed Name