



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 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 (GMEC) establishes this policy to ensure that each Program Director prepares a Summative Letter for each resident/fellow upon completion of the training program.

Policy

1. Program Directors, in preparing Summative Letter evaluations, should ensure that:
 - a. The specialty-specific Milestones must be used as one of the tools to ensure residents/fellows are able to practice core professional activities without supervision upon completion of the program.
 - b. The summative evaluation must document the resident/fellow's performance during the final period of education and becomes a part of the resident/fellow's permanent record.
 - c. The summative evaluation must verify that they resident/fellow has demonstrated sufficient competence to enter practice without direct supervision.
2. Program Director will meet with each resident/fellow to discuss the content of the Summative Letter. The resident/fellow will acknowledge receipt of the Summative Letter by signing an acknowledgment, the form of which is attached to this Policy, which will verify that the Program Director has discussed the final summative evaluation with the resident/fellow.
3. A copy of the final Summative Letter and the Acknowledgment form 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/Fellow's Signature

Printed Name