RESIDENT HANDBOOK SECTION VI: ACADEMIC ACTIONS PERFORMANCE IMPROVEMENT AND REMEDIATION PLAN WORKSHEET

Resident Name: _____

Date: _____

Item	Description	Plan
Characterization of the lapse or performance improvement needed	Use Competencies to characterize	
Goal(s)	Describe in terms of specific competency(ies)	
Requirements: Educate	If needed, activity(ies) for learner to study about expected behavior change, why it is important, what behaviors define success	
Requirements: Behavior/Performance Change	 SMART objectives: Specific: Objectives should specify what they want to achieve. Measurable: You should be able to measure whether you are meeting the objectives or not. Achievable: Are the objectives you set, achievable and attainable? Realistic: Can you realistically achieve the objectives with the resources you have? Time: When do you want to achieve the set objectives? 	
Requirements: Monitoring	Who, frequency, expectations for follow-up meetings	
Consequences for incomplete success	Incorporate due process	
Consequences for relapse	Incorporate due process	

Signed: _____

Signed: _____

Date: _____

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