

PERFORMANCE IMPROVEMENT/REMEDATION PLAN WORKSHEET

Resident Name: _____

Date: _____

Item	Description	Plan
Characterization of the lapse or performance improvement needed	<i>Use Competencies to characterize</i>	
Goal(s)	<i>Describe in terms of specific competency(ies)</i>	
Requirements: <i>Educate</i>	<i>If needed, activity(ies) for learner to study about expected behavior change, why it is important, what behaviors define success</i>	
Requirements: <i>Behavior/Performance Change</i>	<i>SMART objectives</i> <i>1. Specific – Objectives should specify what they want to achieve.</i> <i>2. Measurable – You should be able to measure whether you are meeting the objectives or not.</i> <i>3. Achievable - Are the objectives you set, achievable and attainable?</i> <i>4. Realistic – Can you realistically achieve the objectives with the resources you have?</i> <i>5. Time – When do you want to achieve the set objectives?</i>	
Requirements: <i>Monitoring</i>	<i>Who, frequency, expectations for follow-up meetings</i>	
Consequences for incomplete success	<i>Incorporate due process</i>	
Consequences for relapse	<i>Incorporate due process</i>	

Signed: _____

Date: _____

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